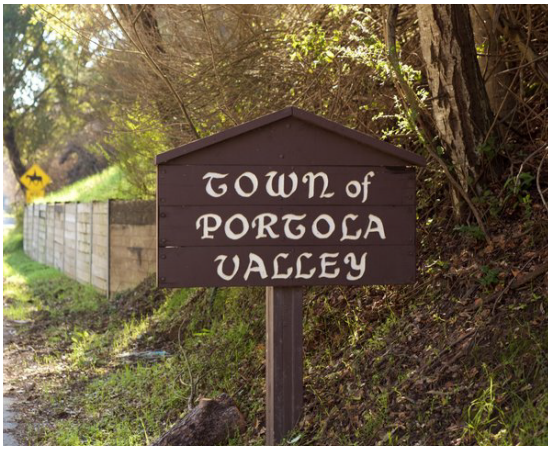
APPENDIX 1

2023-2031 HOUSING ELEMENT UPDATE (AUGUST 2022)

TOWN OF
Portola Valley

2023 - 2031 Housing Element Update

INITIAL HCD DRAFT



Prepared for:
Town of Portola Valley

August 2022

URBAN PLANNING PARTNERS INC.

ACKNOWLEDGEMENTS

TOWN COUNCIL

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Sarah Wernikoff, Vice Mayor
John Richards
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Nicholas Targ, Planning Commissioner Representative
Andrew Pierce, Race and Equity Committee Representative
Aimee Armsby
Sarah Dorahy
Erik Doyle
William Kelly
Bob Turcott
Janey Ward
Helen Wolter

TOWN STAFF

Laura C. Russell, AICP, Planning & Building Director
Adrienne Smith, Senior Planner
Dylan Parker, Assistant Planner

Jeremy Dennis, Town Manager
Melvin Gaines, Assistant Town Manager

CONSULTANTS

Urban Planning Partners
388 17th Street, Oakland, CA 94612
Curtis Banks, AICP, Principal Planner
Carla Violet, Associate Principal
Alexia Rotberg, Associate Planner
Alyssa Chung, Planner

Lisa Wise Consulting
870 Market Street #977, San Francisco, CA 94102
Roger Eastman, Director
Monica Szydlik, Senior Associate
Caroline Chen, Associate

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SECTION 1. INTRODUCTION

The Housing Element of the General Plan identifies and analyzes existing and projected housing needs and contains the official policies for the preservation, conservation, rehabilitation, and production of housing in the Town of Portola Valley. This Housing Element covers the Planning Period from January 2023 through January 2031.

PURPOSE AND CONTENT

The Town of Portola Valley's Housing Element is the component of the Town's General Plan that addresses housing needs and opportunities for present and future residents through 2031. It provides the primary policy guidance for local decision-making related to housing. The Housing Element of the General Plan is the only General Plan Element that requires review and certification by the State of California.

The Housing Element provides a detailed analysis of Portola Valley's demographic, economic, and housing characteristics as required by State Law. The Housing Element does this through assessing the success of the previous Housing Element, the need for and status of housing in the town, constraints on the provision of housing, and sites available for housing. Building on this foundation, the Element sets forth the goals and policies of the Town with regard to housing and establishes programs to increase the supply of housing, and especially affordable housing. This is the 6th update and revision of the Housing Element which was first adopted by the Town of Portola Valley in 1969.

HOUSING ELEMENT UPDATE PROCESS

The California State legislature has identified the attainment of a decent home and suitable living environment for every Californian as a State-wide goal. Local planning programs play a critical part in achieving this goal. Therefore, the Legislature mandates that all jurisdictions prepare a Housing Element as part of their comprehensive General Plans (California Government Code Section 65580 et al.).

The Town intends to review this Housing Element annually and update it not less than every eight years to ensure it remains relevant and reflects the community's changing housing needs. The Town will annually review its progress implementing the Housing Element through Annual Progress Reports required to be submitted to the State. The Town is updating its Housing Element at this time to comply with the update required of all jurisdictions in the Association of Bay Area Governments (ABAG) region, as well as to respond to the unique character of the town.

Community engagement has been an integral part of the update process. Portola Valley's community was consulted throughout the update process and diligent efforts were made to reach those in protected classes and communities who have historically been left out of

planning processes. The community engagement process and results are detailed in Appendix A of the Housing Element.

STATE LAW AND LOCAL PLANNING

CONSISTENCY WITH STATE LAW

The Housing Element responds to State requirements as set forth in Government Code Section 65580 et seq. Accordingly, this revision addresses Portola Valley's share of regional housing need as determined by the San Mateo County subregion allocation process for the 2023-2031 planning period.

There have been substantive changes to State law since the Town's last Housing Element. Some of the most notable changes in housing legislation are described below.

- **Assembly Bill (AB) 68, AB 587, AB 671, AB 881, and Senate Bill (SB) 13**. Further incentivize the development of accessory dwelling units (ADUs) through streamlined permits, reduced setback requirements, increased allowable square footage, reduced parking requirements, and reduced fees.
- **AB 1763**. Requires jurisdictions to provide a larger density bonus and enhanced concessions to development projects that restrict 100% of their units as affordable to lower- and moderate-income households and provides greater bonuses for such projects when they are within 0.5 miles of a major transit stop.
- **AB 101**. Requires jurisdictions to allow low barrier navigation centers by-right in areas zoned for mixed uses and in nonresidential zones permitting multi-family uses if the center meets specified requirements.
- **AB 686**. Require public agencies in California to affirmatively further fair housing, which is defined as taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity by replacing segregated living patterns with truly integrated and balanced living patterns; transforming racially and ethnically concentrated areas of poverty into areas of opportunity; and fostering and maintaining compliance with civil rights and fair housing laws.
- **AB 1255 and AB 1486**. Identify and prioritize State and local surplus lands available for housing development affordable to lower-income households.
- **AB 2162**. Requires that supportive housing be a permitted use without discretionary review, in zones where multi-family and mixed uses are permitted, including nonresidential zones permitting multi-family uses.
- **SB 330**. Enacts changes to local development policies, permitting, and processes. These changes include establishing new criteria on application requirements and processing times for housing developments; preventing localities from decreasing the housing capacity of any site, such as through downzoning or increasing open space requirements; preventing localities from establishing non-objective standards; and requiring that any

proposed demolition of housing units be accompanied by a project that would replace or exceed the total number of units demolished.

GENERAL PLAN CONSISTENCY

The California Government Code (Section 65300.5) requires internal consistency among each Element of the General Plan. The General Plan Elements shall provide an integrated, internally consistent, and compatible statement of policy. The Town of Portola Valley continuously reviews the General Plan for internal consistency when updates or amendments occur. The Town has reviewed the other Elements of the General Plan and determined that the Housing Element is not consistent with other elements; therefore, the Town plans to amend other elements at the same time the Housing Element is adopted so that the General Plan will be internally consistent.

RELATIONSHIP TO OTHER PLANS AND PROGRAMS

The Housing Element identifies goals, objectives, policies, and actions for the 2023-2031 planning period that directly addresses existing and future housing needs in Portola Valley. Town plans and programs work to implement the goals, objectives, and policies of the Housing Element.

HOUSING ELEMENT ORGANIZATION

Consistent with State law, this Housing Element consists of the following major components:

- **Introduction [Section 1]:** Explains the purpose, process, and contents of the Housing Element.
- **Housing Needs Assessment [Section 2]:** Includes an analysis of population and employment trends, the Town's fair share of regional housing needs (RHNA), household characteristics and the condition of housing stock.
- **Affirmatively Furthering Fair Housing [Section 3]:** Summarizes the ways the Town is affirmatively furthering fair housing under the requirements of Assembly Bill 686. Affirmatively furthering 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."
- **Constraints [Section 4]:** Reviews governmental constraints, including land use controls, fees, and processing requirements, as well as non-governmental constraints, such as construction costs, availability of land and financing, physical environmental conditions, and units at-risk of conversion that may impede the development, preservation, and maintenance of housing.
- **Resources [Section 5]:** Identifies resources available for the production and maintenance of housing, including an inventory of land suitable for residential development and discussion of federal, state, and local financial resources and programs available to address the Town's housing goals.

- **Adequate Sites [Section 6]:** Describes and maps the land suitable for residential development to accommodate the Town's RHNA.
- **Goals, Policies, and Programs [Section 7]:** Details specific goals, policies, and programs the Town will carry out over the planning period to address Portola Valley's housing goals.

Given the detail and lengthy analysis in developing the Housing Element, supporting background material is included in the following appendices:

- Appendix A: Community Engagement
- Appendix B: Housing Needs Data Report
- Appendix C: Assessment of Fair Housing
- Appendix D: Review of the 2015-2023 Housing Element Performance
- Appendix E: Sites Inventory Spreadsheet

COMMUNITY ENGAGEMENT

The Town has a proud history of community engagement and volunteerism that has existed since the Town's incorporation. It is customary for residents to participate at very high levels in all aspects of government. An Ad Hoc Housing Element Committee with 15 members was formed in August 2021 with the charge of developing a Housing Element that complies with State Law and facilitating completion of the Housing Element on the State's' required timeline. The Ad Hoc Committee met at least monthly during the Housing Element update process with community participation of 25-160 people per meeting. The Town also held several community meetings, focus group meetings, and decision-maker meetings to discuss various aspects of the Housing Element update. During the Housing Element update process, the Town posted information on the Town's website, social media, distributed information through the Town's e-Notification system with over 450 subscribers and posted information on the Portola Valley Forum, an active list serve with over 3,600 members. Key lessons learned during the community engagement process to date include:

- The community is interested in producing real affordable housing
- ADUs alone won't be enough to satisfy RHNA and get certified
- Equity and Fair Housing are important
- Using Town-owned property makes affordable housing more feasible
- There is discomfort with upzoning single family homes if owners don't want to
- Rural character is important –but means slightly different things to different people
- Safety is the first priority, then spread units throughout the community if feasible
- Preserving local business is important

All meetings are described in more detail in Appendix A.

In addition to conversations focused on Portola Valley, the 21 Elements working group provided additional opportunities for community input. 21 Elements is a multi-year, multi-phase collaboration between all San Mateo County jurisdictions, along with partner agencies and stakeholder organizations, that aims to support jurisdictions in developing, adopting, and implementing local housing policies and programs. Let's Talk Housing is a collaborative effort

between all 21 jurisdictions in San Mateo County focused on increasing awareness of and participation in the Housing Element update process. The 21 Elements working group organized an additional series of introductory meetings about the Housing Element update attended by more than 1,000 community members countywide, an All About RHNA webinar, four Stakeholder Listening Sessions that convened more than 30 groups, and a four-part Creating an Affordable Future webinar series to help educate community members about local housing issues.

The draft Housing Element is available at Town Hall and at the library, as well as on the website. Town residents and others interested in housing in Portola Valley have had the opportunity to comment both at meetings and in writing. More detail about the Town's community engagement efforts is included in Appendix A.

SECTION 2. HOUSING NEEDS ASSESSMENT

To successfully plan for housing needs, the demographic and socioeconomic variables of the community must be assessed. This section discusses the components of housing needs, which include population characteristics, household characteristics, and employment and housing stock conditions. Unless otherwise specified, the data and figures in this section are specific to the Town of Portola Valley. This section highlights the primary findings of the Housing Needs Assessment Report prepared by the Association of Bay Area Governments (ABAG)/Metropolitan Transportation Commission (MTC). Additional information and graphs can be found in *Appendix B: Housing Needs Data Report*. For the Assessment of Fair Housing required under California's Assembly Bill 686 of 2018, please see Appendix C or a summarized version in *Section 3, Affirmatively Furthering Fair Housing*.

The data for this section has been collected using the most current available data from the ABAG, the 2010 U.S. Census and 2015-2019 5-year American Community Survey[1], the Department of Housing and Urban Development Comprehensive Housing Affordability Strategy (CHAS), the California Department of Finance, the San Mateo Annual Homeless Point in Time Count Report, and other currently available real estate market data. These data are samples and as such, are subject to sampling variability. This means that data is an estimate, and that other estimates could be possible if another set of respondents had been reached.

A summary of key facts from the ABAG/MTC Housing Needs Assessment included in Appendix B is below:

- **Age** – In 2000, the median age in Portola Valley was 47.2; by 2019, this figure had increased to about 51 years. More specifically, the population of those under 14 has decreased since 2010, while the 65-and-over population had increased. The 15-24 age group also jumped between 2010 and 2019.
- **Race/Ethnicity** – Since 2000, the percentage of residents in Portola Valley identifying as White has decreased – and by the same token the percentage of residents of all other races and ethnicities has increased – by 9.7%, as of 2019.
- **Number of Homes** –The number of homes in Portola Valley increased, 1.6% from 2010 to 2020, which is *below* the growth rate for San Mateo County and *below* the growth rate of the region's housing stock during this time period.
- **Home Prices** – A diversity of homes at all income levels creates opportunities for all Portola Valley residents to live and thrive in the community.
    - **Ownership** – The largest proportion of homes had a value in the range of $2M+ in 2019. Home prices increased by 149% from 2010 to 2020.
    - **Rental Prices** – The typical contract rent for an apartment in Portola Valley was $2,940

[1] The 2010 U.S. Census and 5-year ACS estimates were used as much of this work was done before the 2020 U.S. Census data was publicly available.

in 2019. Rental prices increased by 47% from 2009 to 2019. To rent a typical apartment without cost burden, a household would need to make $117,760 per year.[2]

- **Housing Type** – In 2020, 81.1% of homes in Portola Valley were single-family detached, 0.0% were single-family attached, 2.1% were small multi-family (2-4 units), and 16.8% were medium or large multi-family (5+ units). Between 2010 and 2020, the number of single-family units increased more than multi-family units.
- **Cost Burden** – In Portola Valley, 12.9% of households spend 30%-50% of their income on housing, while 13.5% of households are severely cost burden and use the majority of their income for housing.
- **Special Housing Needs** – In Portola Valley, 10.2% of residents have a disability of any kind and may require accessible housing. Additionally, 8.0% of Portola Valley households are larger households with five or more people, who likely need larger housing units with three bedrooms or more. 5.8% of households are female-headed families, which are often at greater risk of housing insecurity.

To address these housing needs, the Town has developed a comprehensive policy program, detailed in *Section 7, Goals, Policies, and Programs*, which includes introducing multi-family and mixed-use zoning districts to increase housing development. These are the first multi-family zoning districts in the Town's history.

REGIONAL HOUSING NEEDS ALLOCATION (RHNA)

The RHNA process is part of Housing Element Law used to determine how many new homes, and the affordability of those homes, each local government must plan for in its Housing Element. This process is repeated every eight years, **and for this cycle the Bay Area is planning for the period from 2023 to 2031**. In the case of the San Francisco Bay Area, ABAG and the State department of Housing and Community Development (HCD) determine the number of housing units that should be produced in the region. This determination of need is primarily based on estimated job growth. ABAG then allocated that need for each jurisdiction, based on their share of the region's households, and adjusted for access to high opportunity areas, proximity of jobs to transportation and transit, and an equity adjustment to ensure that each jurisdiction receives an allocation of lower-income units that is at least proportional to its share of the region's total households in 2020 (see Table 2-1).

TABLE 2-1: THE TOWN OF PORTOLA VALLEY'S PAST AND CURRENT RHNA

Housing Element Cycle	Very Low	Low	Moderate	Above Moderate	Total
2014 – 2022 (5th Cycle)	21	15	15	13	64
2023 – 2031 (6th Cycle)	73	42	39	99	253

Source: ABAG, 2021. Final RHNA Allocation Report 2023-2031, December.

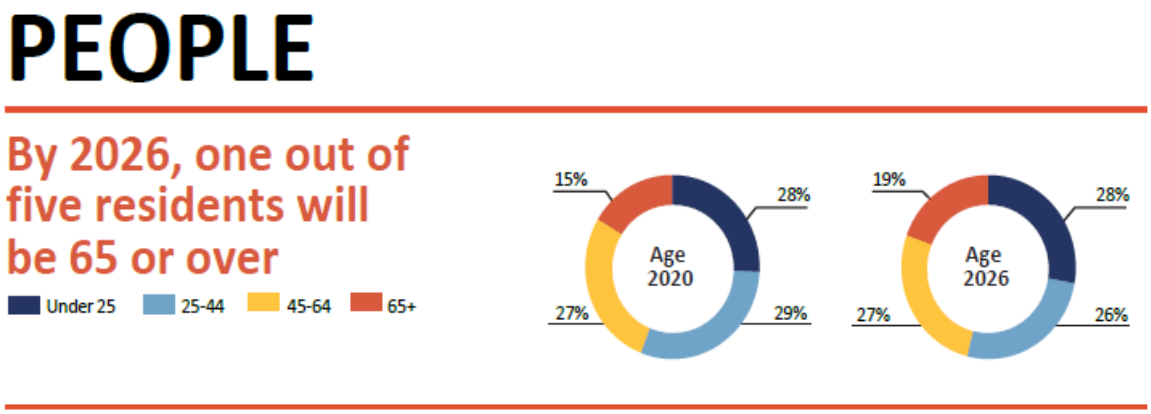
[2] Note that contract rents may differ significantly from, and often being lower than, current listing prices.

As shown above in Table 2-1, the amount of housing being required is significantly higher than required for the last Housing Element cycle. Approximately 45.4% of all new housing is required to be affordable to low- and very low-income households.

State law also requires that the Housing Element include an analysis of subsidized affordable units at risk of conversion to market rate. At-risk units are defined as multi-family rental housing complexes which are eligible to convert to market-rate due to the expiration of some types of affordability restrictions, such as termination of subsidy contract, mortgage prepayment, or expiring use restrictions. According to a database maintained by the California Housing Partnership, there are no federal or state subsidized affordable multi-family developments in Portola Valley. There are three deed-restricted affordable units, none of which are subsidized nor at risk of conversion to market-rate.

SAN MATEO COUNTY

To provide context, this subsection begins with the demographic and socioeconomic variables of the surrounding County first, then moves on to data specific to Portola Valley.



San Mateo County makes up 10% of the total Bay Area population, which is the fifth largest metropolitan area in the country. The number of people living here has steadily grown over the past few decades. **In 2020, our population was estimated to be 773,244, an increase of 19% since 1990.**[3] That trend is expected to continue–despite the impact of the pandemic–because jobs continue to be added.

People are also living longer, with those 65 and over expected to make up nearly 20% of the population by 2026. Equally important is the fact that Millennials recently surpassed the Baby Boomers as our largest generation. As Millennials enter their 40s, they will continue to shape countywide housing needs. By 2026, people 25-44 and 45-64 will make up more than 50% of the population.[4]

[3] U.S. Census, American Community Survey.
[4] Claritias Population Facts 2021.

What does this mean for housing needs?

Both seniors and Millennials have shown a preference for more walkable, mixed-use neighborhoods that are close to work, schools, parks, and amenities. The majority of seniors prefer to stay in their homes and communities, known as *aging-in-place*. Yet many live on fixed incomes and may have mobility issues as they age, which require supportive services.

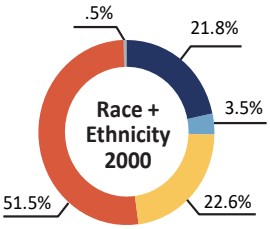
Simultaneously, Millennials are less likely to own homes and have less savings than previous generations; they are more likely to live alone and delay marriage; and as they start families, may be in greater need of support when purchasing their first home. Coupled with increasing housing prices, it is more difficult for younger generations to rent or purchase a home than it was for current residents.

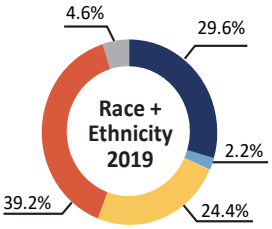
We must address how to support our seniors as they get older so they can stay in their homes and communities, and make sure young people, new families, and our workers can find housing they can afford that meets their needs.

Our population is becoming more diverse

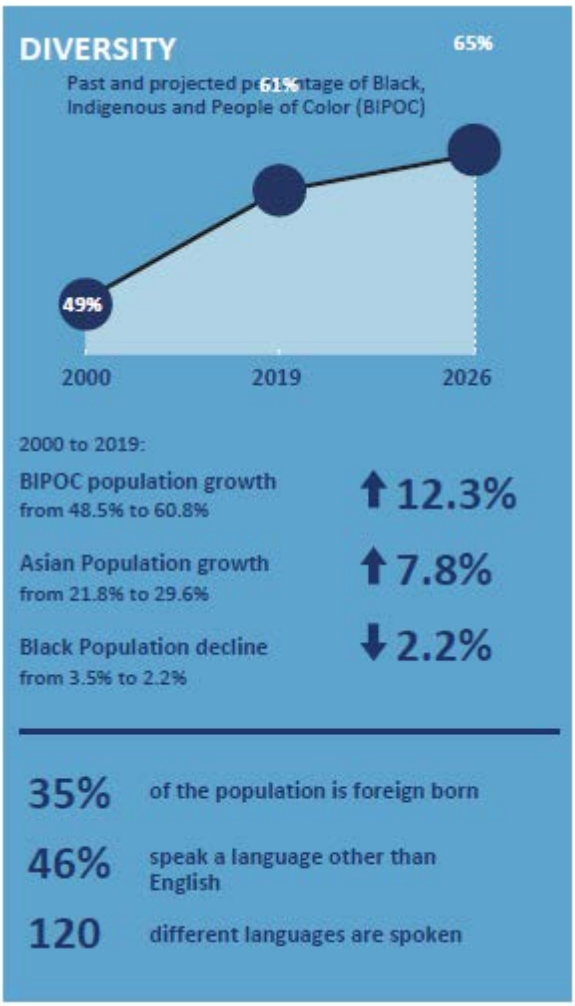
Asian
Latinx
Other*
Black
White

*Due to small percentage, Other is grouped as American Indian, Alaska Native, "Other" or Multiple Races





San Mateo County is a very diverse place to live, even when compared to the State of California. Countywide, more than one-third of the population is foreign-born and almost half speaks a language other than English at home. By contrast, a quarter of all Californians are foreign-born and less than a quarter speak a language other than English at home. Over 120 identified languages are spoken in San Mateo County, with top languages including Spanish (17%), Chinese (8%) and Tagalog (6%).



Our population has become increasingly more diverse over time. In 2000, more than half of people identified as White, which fell to 39% in 2019, and is expected to decrease further to 35% by 2026. However, while the Asian and Latinx populations increased during that time, but the Black population decreased by almost half, from 3.5% to 2.2%.[5]

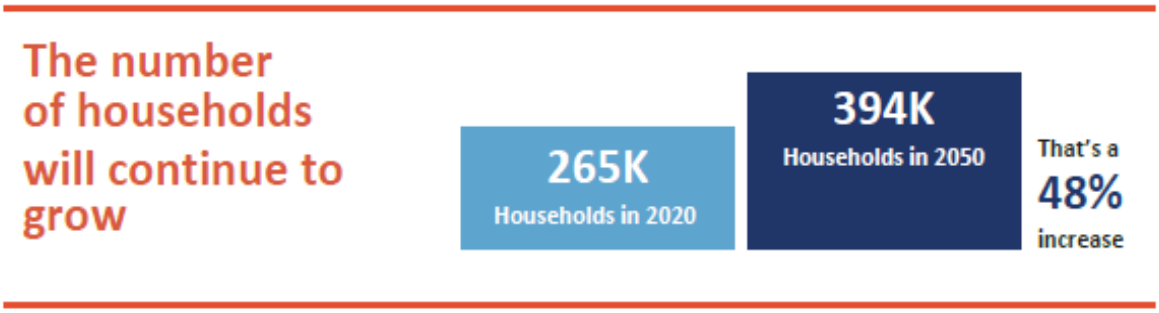
What does this mean for housing needs?

When planning for housing, we need to consider a variety of housing needs—like larger homes for multi- generational families or those with more children—and how to create opportunities for everyone to access quality, affordable housing near schools, transit, jobs, and services.

Past exclusionary practices have prevented people of color from purchasing homes, living in certain neighborhoods, and building wealth over time. As a result, they are more likely to experience poverty, housing insecurity, displacement, and homelessness. And while many of our communities are very diverse, we are still contending with segregation and a lack of equitable opportunities. To help prevent displacement due to gentrification and to create a future where it is possible for everyone to find the housing they need, it will be important to plan for a variety of housing types and affordability options in all neighborhoods.

[5] U.S. Census, American Community Survey.

HOUSEHOLDS + HOUSING



Over the past 30 years, new home construction has notkept up with the number of jobs added to the economy. This has led to a housing shortage.

In 2020, there were 265,000 households in San Mateo County. By 2050 we expect that to increase by almost 50%, to 394,000.[6] This growing demand will continue to put pressure on home prices and rents. Given that nearly 75% of our housing was built before 1980, there will also be a need to upgrade older homes. While upgrades will be essential to make sure housing is of high quality and safe to residents, redevelopment or repair can sometimes result in a loss of affordable housing, especially in older multi-family or apartment buildings.

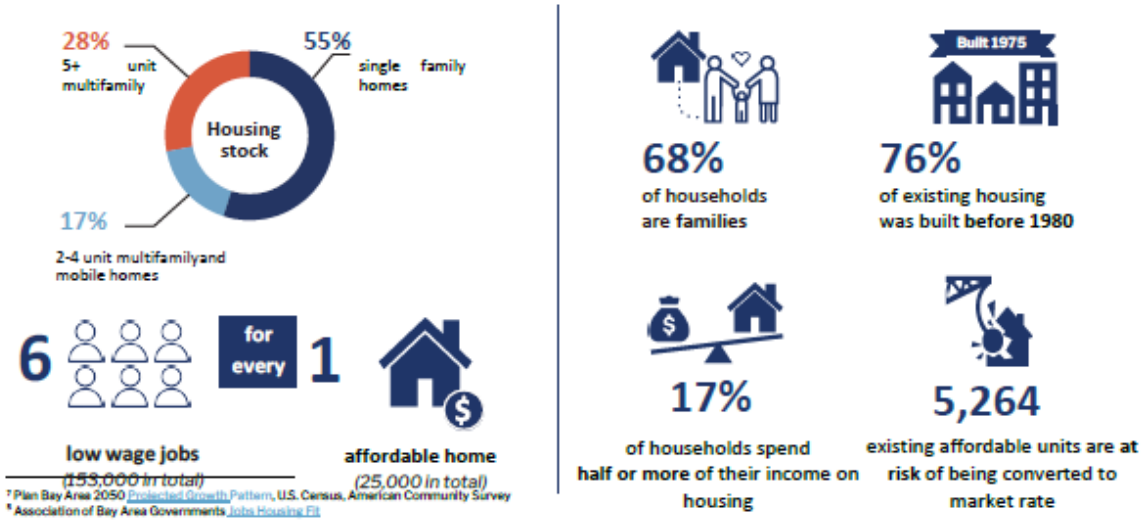
For every six low-wage jobs ($20/hour) there is one home in the county that is affordable to such a worker (monthly rent of $1,500).[7]

What does this mean for housing needs?

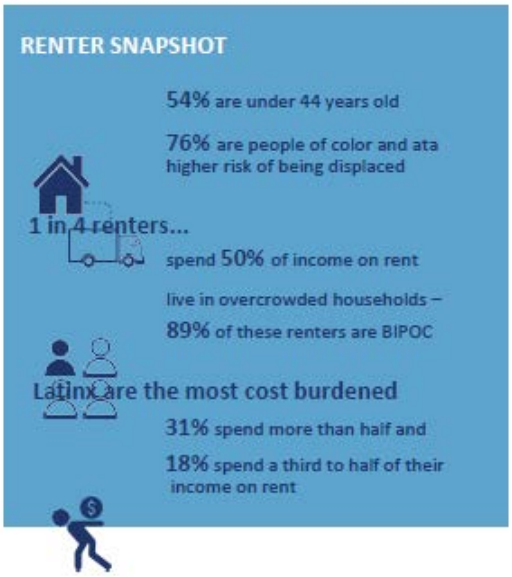
Along with planning for more housing, we also need to consider how to best support the development of low- and moderate-income housing options while preserving existing affordable homes. This includes transitional and supportive housing options for the unhoused and universal design to meet accessibility and mobility needs.

Although the majority of housing produced in the pastfew decades has been single-family homes or larger multi-family buildings, some households have become increasingly interested in *"missing middle" housing*—smaller homes that include duplexes, triplexes, townhomes, cottage clusters, garden apartments, and accessory dwelling units (ADUs). These smaller homesmay provide more options to a diversity of communitymembers across income, age,

[6] Plan Bay Area 2050 Projected Growth Pattern, U.S. Census, American Community Survey.
[7] Association of Bay Area Governments Jobs Housing Fit.



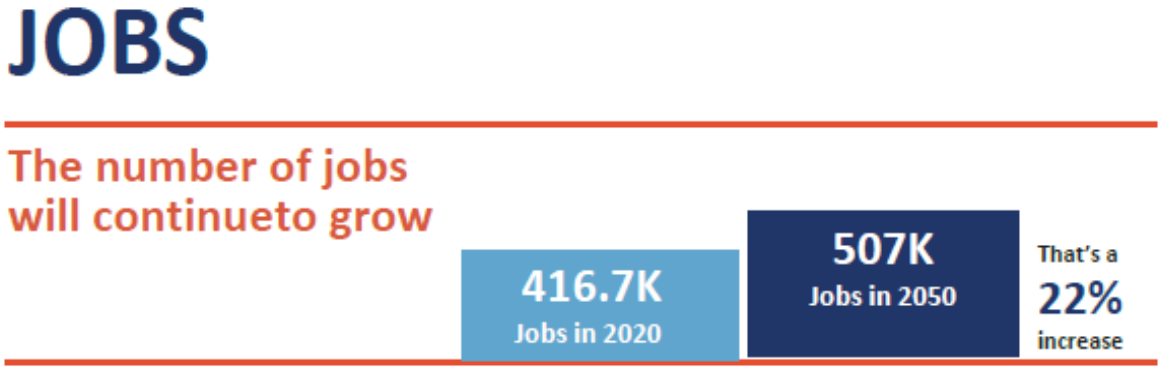
and household size. The Bay Area is a great place to live, but throughout the region and county there just isn't enough housing for all income levels, which has caused costs to go up. Home prices and rents have been steadily increasing the past two decades, but in recent years the jump has been dramatic. **Since 2009, median rent increased 41% to $2,200, and median home values have more than doubled to $1,445,000.**[8]



Overall, many residents are paying too much for housing, while many others have been priced out entirely. If a household spends more than 30% of its monthly income on housing, it is considered *cost-burdened*. If it spends more than 50%, it is considered *severely cost-burdened*. Renters are usually more cost-burdened than homeowners. While home prices have increased

[8] San Mateo County Association of Realtors, Zillow.

dramatically, homeowners often benefit from mortgages at fixed rates, whereas renters are subject to ups and downs of the market.



In San Mateo County, 17% of households spend half or more of their income on housing, while 19% spend between a one-third to half. However, these rates vary greatly across income and race. Of those who are *extremely low-income*—making 30% or less of the area median income (AMI)—88% spend more than half of their income on housing. Latino renters and Black homeowners are disproportionately cost burdened and severely cost-burdened. Given that people in this situation have a small amount of income to start with, spending more than half what they make on housing leaves them with very little to meet other costs, such as food and healthcare. Very low-income households paying more than 50% of their income on rent are often at a greater risk of homelessness.[9]

As a result, more people are living in overcrowded or unsafe living conditions. They are also making the tough choice to move further away and commute long distances to work or school, which has created more traffic. Since low-income residents and communities of color are the most cost burdened, they are at the highest risk for eviction, displacement, and homelessness.

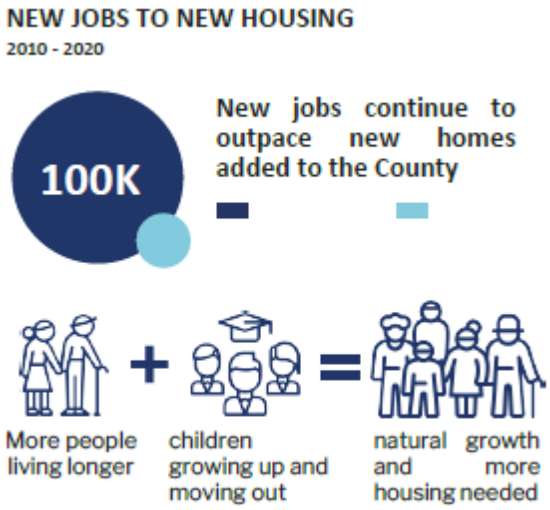
What does this mean for housing needs?

Although there are complex supply, demand, and economic factors impacting costs, not having enough housing across all incomes has meant rent and prices are just higher. Programs and policies that can support more homes across all income levels, particularly very low-, low-, and moderate-income, are essential, as are more safe, affordable housing options to address homelessness.

The Bay Area and San Mateo County have had very strong economies for decades. While some communities have more jobs and some have less, we have all been impacted by the imbalance of job growth and housing.

[9] U.S. Census, American Community Survey.

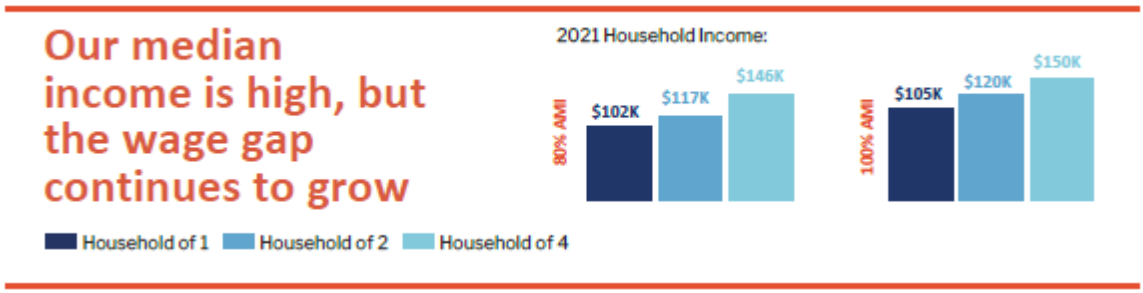
Since 2010, we have added over 100,000 jobs but only 10,000 homes.[10] At the same time, our population is growing naturally, meaning more people are living longer while our children are growing up and moving out into homes of their own. All of this impacts housing demand and contributes to the rising cost of homes. We need more housing to create a better balance.



In 2020, there were 416,700 jobs, and by 2050 we expect that to increase 22% to 507,000.[11] While some jobs pay very well, wages for many others haven't kept up with how costly it is to live here.

What does this mean for housing needs?

As we plan for housing, we need to consider the needs of our workforce—folks who are a part of our communities but often end their day by commuting long distances to a place they can afford. Many have been displaced in recent decades or years, as housing rent and prices soared along with a job-generating economy. The lack of workforce housing affects us all, with teachers, fire fighters, health care professionals, food service providers, and many essential workers being excluded from the communities they contribute to every day. The long-term sustainability of our communities depends on our ability to create more affordable and equitable housing options.

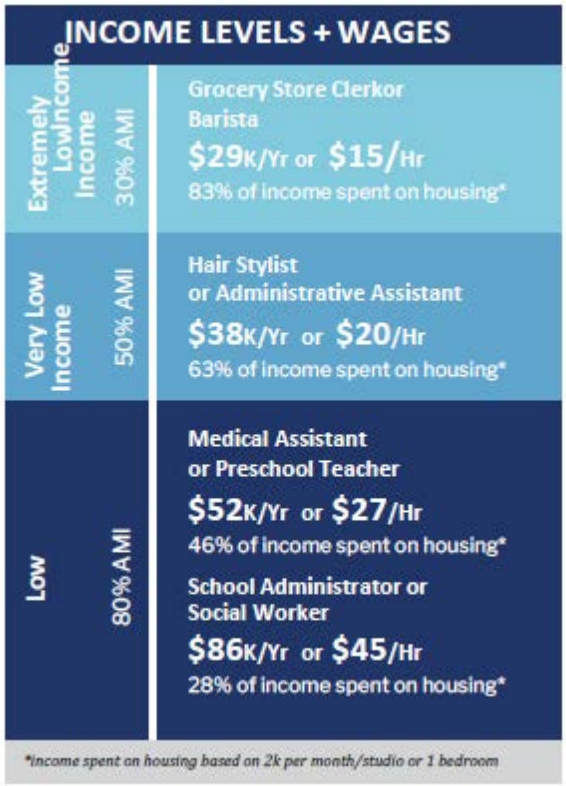


[10] U.S. Census American Community Survey, State of CA Employment Development Dept (EDD).
[11] Plan Bay Area 2050 Projected Growth Pattern,

To be considered low- or moderate-income in the Bay Area means a very different thing than in most parts of the country. The *income or wage gap*—the difference between the highest and lowest wages—is large in our region. Affordable housing here can mean that your favorite hairstylist, your child's principal, or the friendly medical assistant at your doctor's office can qualify for—and often needs—below market rate or subsidized affordable housing so they can live close to their work.

The starting point for this calculation is the *Area Median Income (AMI)*—the middle spot between the lowest and highest incomes earned in San Mateo County. Simply put, half of households make more, and half of households make less. Moderate-income is 80 to 120% of the AMI, low-income is 50% to 80% AMI, and very-low-income is 30 to 50% AMI. Below 30% AMI is considered extremely low-income. The rule of thumb is households should expect to pay about a third of their income on housing.

In San Mateo County, the AMI is $104,700 for a single person, $119,700 for a household of two and $149,600 for a family of four. When we talk about affordable housing, we mean housing that is moderately priced for low- or moderate-income residents so that new families and the workforce can live in our communities. Affordable housing programs are generally for those who earn 80% or below the AMI, which is $102,450 for a single person, $117,100 for a household of two, and $146,350 a year for a household of four.[12]



What does this mean for housing needs?

Given the price of land in San Mateo County and what it costs to build new housing, creating affordable housing is extremely challenging—and often impossible without some form of subsidy. Sometimes this is in the form of donated land from a local government or school district. Sometimes this is in the form of incentives to developers or zoning rules requiring affordable units to be included. Most commonly, subsidies happen through special financing, grants, and tax credits. Often all of these factors and more are needed to make affordable housing work. The housing element update process is an opportunity for each community to look at what is possible and put in place policies and programs to help make affordability a reality.

[12] State of CA Dept of Housing and Community Development (HCD), 2021 Income Limits.

PORTOLA VALLEY POPULATION CHARACTERISTICS AND TRENDS

Housing needs are generally influenced by population and employment trends. This subsection provides a summary of the changes to the population size, age, and racial composition of the Portola Valley.

POPULATION GROWTH

Generally, the population of the Bay Area continues to grow because of natural growth and because the strong economy draws new residents to the region. San Mateo County makes up 10% of the total Bay Area population, which is the fifth largest metropolitan area in the country. In 2020, the County's population was estimated to be 773,244, an increase of 19% since 1990. That trend is expected to continue—despite the impact of the pandemic–because jobs continue to be added.

As Figure 2-1 highlights, from 1990 to 2000, Portola Valley's population increased by 6.4%, while it decreased by 2.4% during the first decade of the 2000s. This is in stark contrast to the Bay Area region which grew by 14.8%. In the most recent decade, the population of Portola Valley increased by 5.8%. The population of Portola Valley makes up 0.6% of San Mateo County.[13] As of 2020, the population of Portola Valley is estimated to be 4,607.

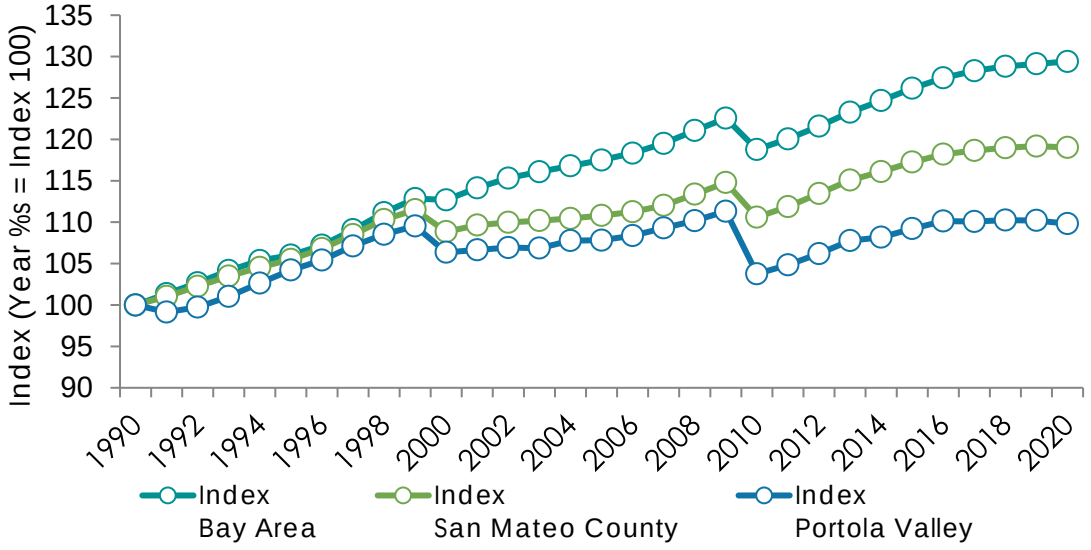


FIGURE 2-1: POPULATION GROWTH TRENDS

Source: California Department of Finance, E-5 series Note: The data shown on the graph represents population for the jurisdiction, county, and region indexed to the population in the first year shown. The data points represent the relative population growth in each of these geographies relative to their populations in that year.

[13] To compare the rate of growth across various geographic scales, Figure 2-1 shows population for the jurisdiction, county, and region indexed to the population in the year 1990. This means that the data points represent the population growth (i.e., percent change) in each of these geographies relative to their populations in 1990.

For some jurisdictions, a break may appear at the end of each decade (1999, 2009) as estimates are compared to census counts. DOF uses the decennial census to benchmark subsequent population estimates.

AGE COMPOSITION

The median age for community members in Portola Valley has increased from 47.2 in 2000 to 51 in 2019. In 2019, 23% of the population was under 18 and 29% was over 65. Between 2010 and 2019, there was a large increase in the amount of young people from age 15 to 24 in the Town of Portola Valley (see Figure 2-2).

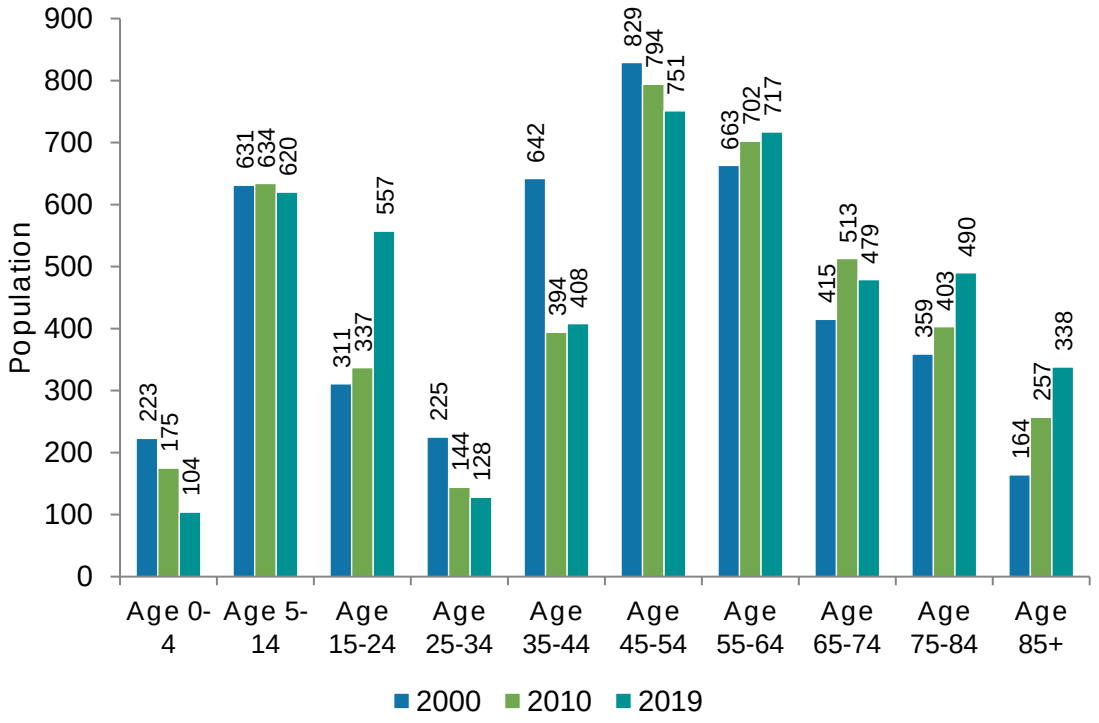


FIGURE 2-2: POPULATION BY AGE, 2000-2019

Source: U.S. Census Bureau, Census 2000 SF1, Table P12; U.S. Census Bureau, Census 2010 SF1, Table P12; U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B01001.

An increase in the older population may mean there is a developing need for more senior housing options. There has also been a move by many to age-in-place or downsize to stay within their communities, which can mean more multi-family and accessible units are also needed. Regionally, families and seniors of color are even more likely to experience challenges finding affordable housing. People of color[14] make up 7.4% of seniors and 20.3% of the population is youth under 18 (see Figure 2-3).

[14] Here, we count all non-white racial groups

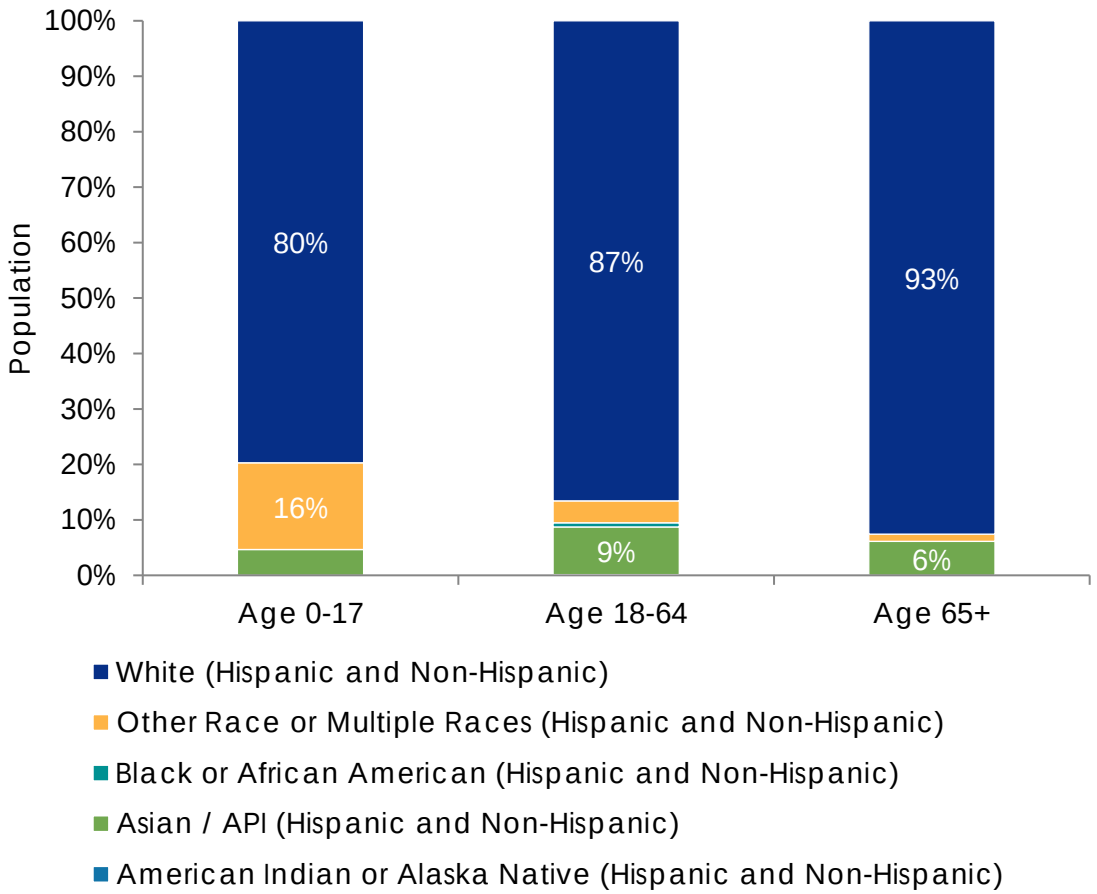


FIGURE 2-3: SENIOR AND YOUTH POPULATION BY RACE

Note: In the sources for this table, the Census Bureau does not disaggregate racial groups by Hispanic/Latinx ethnicity, and an overlapping category of Hispanic / non-Hispanic groups has not been shown to avoid double counting in the stacked bar chart.
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B01001(A-G).

RACE AND ETHNICITY

Understanding the racial makeup of a town and region is important for designing and implementing effective housing policies and programs. Historically, these patterns are shaped by both market factors and government actions, such as exclusionary zoning, discriminatory lending practices and displacement that has occurred over time and continues to impact communities of color today. Since 2000, the percentage of residents in Portola Valley identifying as White has decreased and the percentage of residents of all other races and ethnicities has increased by 9.7 percentage points (see Figure 2-4). However, Portola Valley remains much less diverse than the Bay Area as a whole. In 2019, 82% of the population was White, 6.7% was Hispanic or Latinx, 6.5% was Asian, and 0.4% was African American.

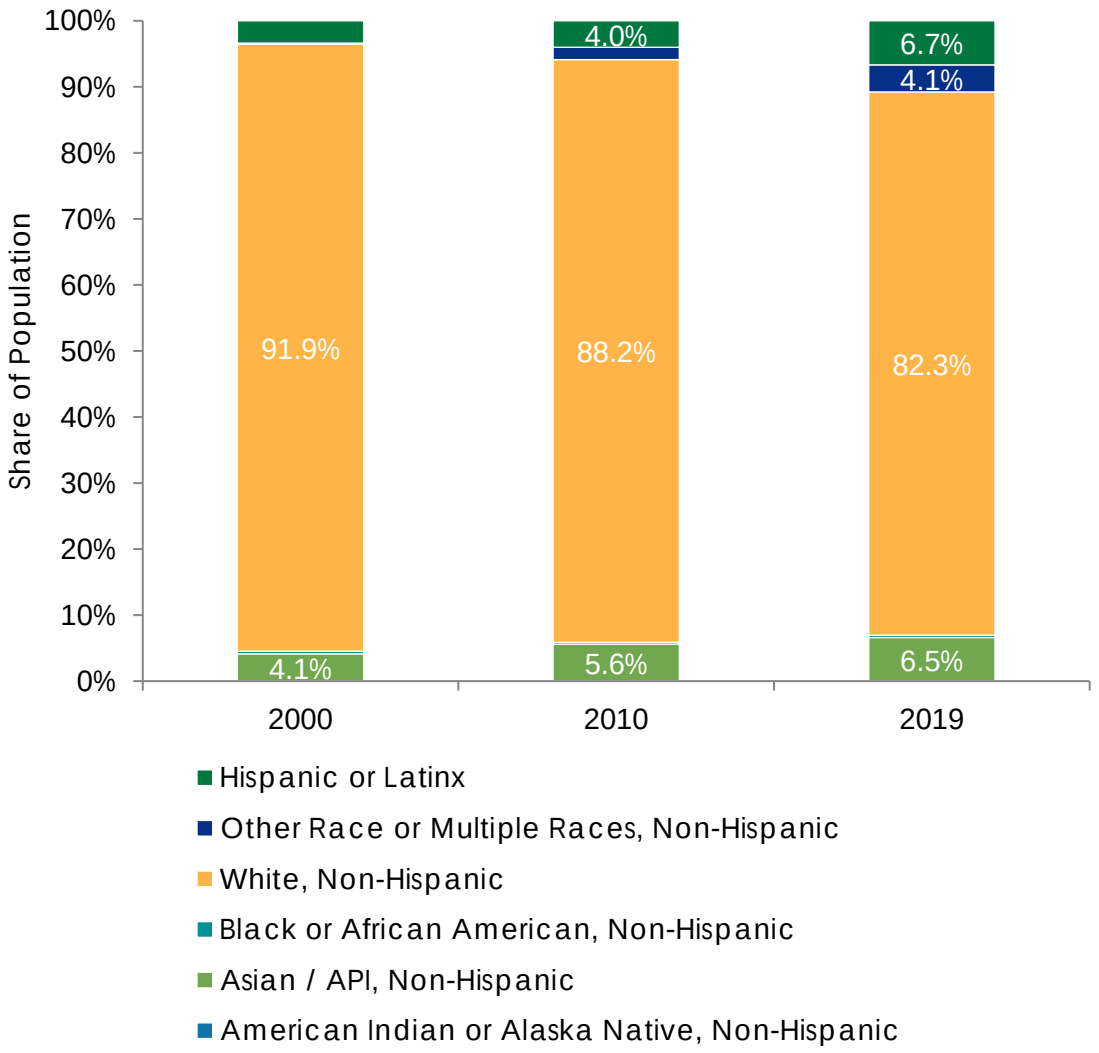


FIGURE 2-4: PORTOLA VALLEY POPULATION BY RACE, 2000-2019

Universe: Total population
Notes: Data for 2019 represents 2015-2019 ACS estimates. The Census Bureau defines Hispanic/Latinx ethnicity separate from racial categories. For the purposes of this graph, the "Hispanic or Latinx" racial/ethnic group represents those who identify as having Hispanic/Latinx ethnicity and may also be members of any racial group. All other racial categories on this graph represent those who identify with that racial category and do not identify with Hispanic/Latinx ethnicity.
Source: U.S. Census Bureau, Census 2000, Table P004; U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B03002.

EMPLOYMENT AND INCOME TRENDS

Generally, having a similar number of jobs and employed residents produces more benefits for a community, such as reducing traffic and climate impacts, and allowing people who work in the community to also live there. Smaller jurisdictions, like Portola Valley, typically will have more employed residents than jobs and export workers, while larger cities tend to have a surplus of jobs and import workers. This dynamic not only means many workers will need to prepare for longer commutes, but in the aggregate, it contributes to traffic congestion and time lost for all road users. Despite the number of jobs in Portola Valley increasing by 8.2%

between 2002 and 2018, the jobs-to-household ratio remains at 0.63 which is significantly less than San Mateo County and the Bay Area Region (see Figure 2-5).

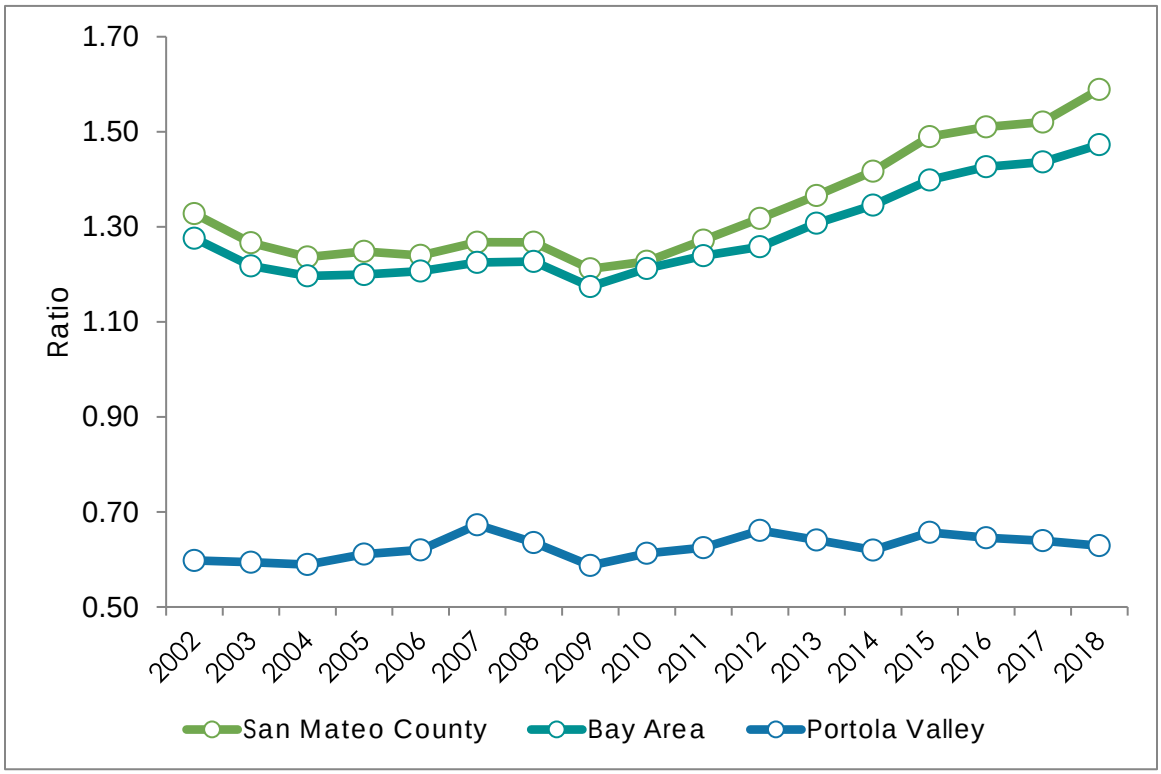


FIGURE 2-5: JOBS-HOUSEHOLD RATIO

Universe: Jobs in a jurisdiction from unemployment insurance-covered employment (private, state, and local government) plus United States Office of Personnel Management-sourced Federal employment; households in a jurisdiction
Notes: The data is tabulated by place of work, regardless of where a worker lives. The source data is provided at the census block level. These are cross-walked to jurisdictions and summarized. The ratio compares place of work wage and salary jobs with households, or occupied housing units.
Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics, Workplace Area Characteristics (WAC) files (Jobs), 2002-2018; California Department of Finance, E-5 (Households).

Portola Valley has a lower percentage of lower income households than the rest of the county and region, with 22% of households earning less than 80% of the Area Median Income (AMI)[15] compared to 40% of households in San Mateo County and 39% of households in the Bay Area as a whole (see Figure 2-6). This equates to 480 households currently living in Portola Valley who are below the AMI, and 255 households who are below 50% AMI which means they would qualify for very low-income housing.

[15] The Area Median Income is the middle spot between the lowest and highest incomes earned. The AMI for the county is $104,700 for a single person, $119,700 for a household of two and $149,600 for a family of four.

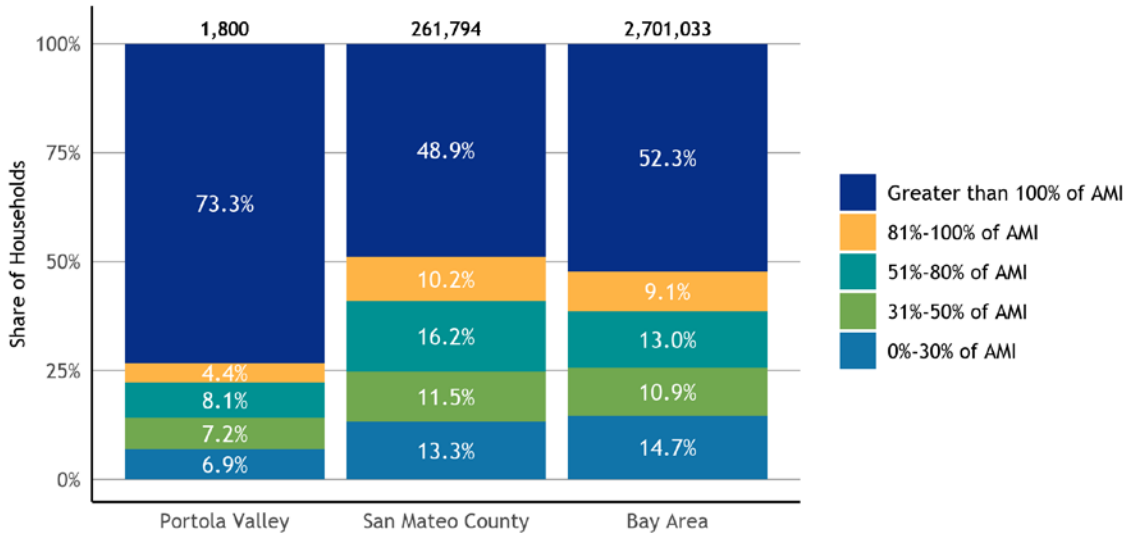


FIGURE 2-6: HOUSEHOLDS BY HOUSEHOLD INCOME LEVEL

Universe: Occupied housing units
Notes: Income groups are based on HUD calculations for Area Median Income (AMI). HUD calculates the AMI for different metropolitan areas, and the nine county Bay Area includes the following metropolitan areas: Napa Metro Area (Napa County), Oakland-Fremont Metro Area (Alameda and Contra Costa Counties), San Francisco Metro Area (Marin, San Francisco, and San Mateo Counties), San Jose-Sunnyvale-Santa Clara Metro Area (Santa Clara County), Santa Rosa Metro Area (Sonoma County), and Vallejo-Fairfield Metro Area (Solano County). The AMI levels in this chart are based on the HUD metro area where this jurisdiction is located. The data that is reported for the Bay Area is not based on a regional AMI but instead refers to the regional total of households in an income group relative to the AMI for the county where that household is located.
Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release.

Throughout the region, there are disparities between the incomes of homeowners and renters. Typically, the number of low-income renters greatly outpaces the amount of housing available that is affordable for these households. In Portola Valley, although the largest proportion of both renters and owners falls in the greater than 100% of AMI income group, 19.1% of renters earn less than 30% of AMI compared to 4.1% of owners, and 48.5% of renters earn less than 80% AMI compared to 16.1% of owners.

Poverty in Portola Valley is extremely low, with a rate close to zero. The more pressing issue faced by workers in Portola Valley is being able to afford housing as home and rental prices have greatly increased over time.

Some neighborhoods are identified as “Highest Resource” or “High Resource” by the State of California based on a range of indicators such as access to quality schools, proximity to jobs and economic opportunities, low pollution levels, and other factors.[16] However,

[16] For more information on the “opportunity area” categories developed by HCD and the California Tax Credit Allocation Committee, see this website: https://www.treasurer.ca.gov/ctcac/opportunity.asp. The degree to which different jurisdictions and neighborhoods have access to opportunity will likely need to be analyzed as part of new Housing Element requirements related to affirmatively furthering fair housing. ABAG/MTC will be providing jurisdictions with technical assistance on this topic this summer, following the release of additional guidance from HCD.

neighborhoods don't always receive an equitable share of these community resources and may be designated as "Low Resource" if they lack these amenities. All Portola Valley residents live in neighborhoods identified as "Highest Resource" or "High Resource" meaning there are no "Low Resource" neighborhoods in Portola Valley.

HOUSING STOCK CHARACTERISTICS AND TRENDS

HOUSING GROWTH

The number of new homes built in the Bay Area has not kept pace with the demand, resulting in longer commutes, increasing prices, and exacerbating issues of displacement and homelessness. The number of homes in Portola Valley has increased 1.6% from 2010 to 2020, which is much lower than the growth rate for San Mateo County of 3.6% and the 5.0% growth rate of the Bay Area region's housing stock during this time.

HOUSING COSTS AND COST BURDEN

Given high job growth and low housing growth in the county, the cost of housing in Portola Valley has increased significantly in the past decade:

Ownership – In 2020, the average sales price of a single-family home in Portola Valley was approximately $4,150,338. Home prices increased by 149% from 2010 to 2020. This change is significantly above the change in San Mateo County (107%) and the region (103%).

Rental Prices – Rental prices increased by 47% from 2009 to 2019. The median rent in 2019 was $2,940. To rent a home without cost burden, a household would need to make $117,760 per year.

While household incomes within Portola Valley are relatively high when compared to other jurisdictions, there are still households considered some level of cost burdened. In Portola Valley, 12.9% of households spend 30% to 50% of their income on housing and are considered "cost burdened" while 13.5% of households are severely cost burdened and use over 50% of their income for housing. There are disparities in housing cost burden in Portola Valley by tenure, while 20.1% of property owners experience cost burden, 40.2% of renters experience the same. This disparity may be attributed to the Bay Area's relatively high housing prices, as well as a lack of affordable rental housing options within the town, relative to need.

HOUSING TYPE AND TENURE

It is important to the Town of Portola Valley to have a variety of housing types to meet the needs of a community today and in the future, as indicated in the Housing Strategic Plan adopted in 2016 that emphasizes the needs of seniors, young people, and workers. High-cost areas, like Portola Valley, often have difficulty attracting and retaining important vital employees such as teachers, fire fighters, health care professionals, food service providers, and other essential workers that are important to the health and well-being of the town. In 2020, 81.1% of homes in Portola Valley were single-family detached, 0.0% were single-family attached, 2.1% were small multi-family (2-4 units), and while Census data indicates that 16.8%

were medium or large multi-family (5+ units). Within the Town of Portola Valley, multi-family units are comprised of units located at the Sequoias, a multi-unit buy-in retirement community located in the central portion of the town along Portola Road.

Between 2010 and 2020, the number of single-family detached units continued to increase more than any other unit type.

The number of residents who own their homes compared to those who rent their homes can also help identify the level of housing insecurity, which can be understood as the ability for individuals to stay in their homes and not be forced to leave due to increases in cost or owners' activities outside of their control. Generally, renters may be displaced more quickly if prices increase, and are more likely to experience overcrowding. Overcrowding occurs when the number of people living in a household is greater than the home was designed to hold, defined by HCD as more than one occupant per room (not including bathrooms or kitchens). Additionally, the Census Bureau considers units with more than 1.5 occupants per room to be severely overcrowded. In Portola Valley, 0.0% of both renter and owner households are severely overcrowded, but 8.1% of renters experience moderate overcrowding (1 to 1.5 occupants per room) compared to 0.0% for those that own.

In Portola Valley there are a total of 1,685 housing units, and fewer residents rent than own their homes: 22.6% versus 77.4% (see Figure 2-7). By comparison, 39.8% of households in San Mateo County are renters, while 43.9% of Bay Area households rent their homes.

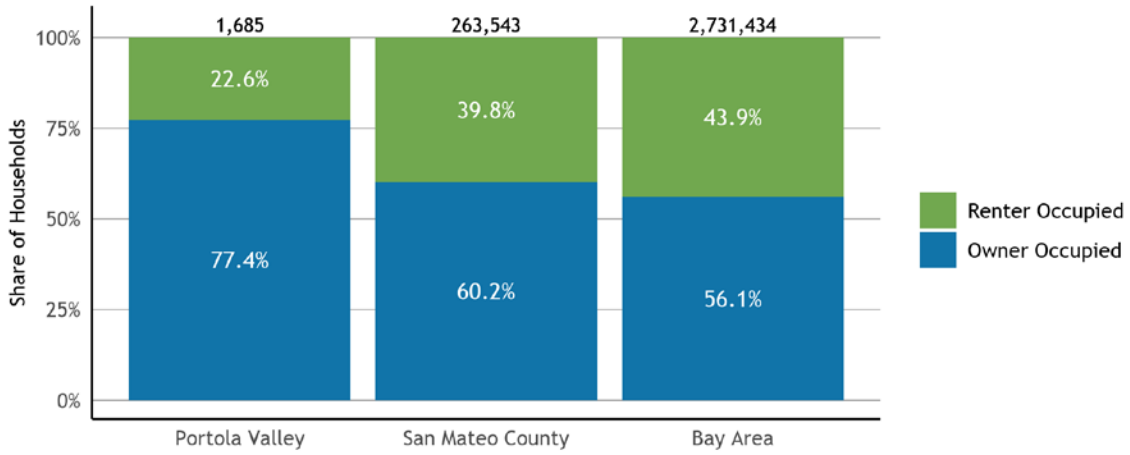


FIGURE 2-7: HOUSING TENURE

Universe: Occupied housing units
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25003.

The age of residents who rent or own their home can also signal the housing challenges a community is experiencing. Younger households tend to rent and may struggle to buy a first home in the Bay Area due to high housing costs. At the same time, senior homeowners seeking to downsize may have limited options in an expensive housing market. In Portola Valley, 0.0% of householders between the ages of 25 and 44 are renters, while 26.1% of householders over 65 are renters.

Vacant units make up 7.7% of the overall housing stock in Portola Valley. The rental vacancy stands at 0.0%, while the ownership vacancy rate is 2.8%. Of the vacant units in Portola Valley, the most common type of vacancy according to Census data is for seasonal, recreational, or occasional use which included 104 units according to Census data from 2019. A vacancy rate of at least 5% for rental housing and 2% for ownership housing is generally considered a healthy balance between supply and demand.

HOUSING CONDITION

Generally, there is limited data on the extent of substandard housing issues in a community. However, Census Bureau data gives a sense of some of the substandard conditions that may be present, specifically a lack of kitchen and plumbing facilities which is often used as an indicator of substandard housing conditions. Per US Census Data, 31.8% of renters in Portola Valley reported lacking a kitchen and 0% of renters lack plumbing, whereas 1.2% of property owners in the town report lacking a kitchen and 0% of property owners report lacking plumbing. It is likely that the high number of renters reporting a lack of kitchen facilities in the town may be attributed to The Sequoias retirement community located off Portola Road. This facility accommodates over 300 senior citizens and offers meal plans/packages to residents as well as studio living arrangements.

In addition to lacking plumbing or kitchen facilities, the age of a community's housing stock can provide another indicator of overall housing conditions. Typically, housing over 30 years in age is likely to have rehabilitation needs that may include new plumbing, roof repairs, foundation work, and other repairs. In Portola Valley, the largest proportion of the housing stock was built between 1960 to 1979, with 763 units constructed during this period. While most of the town's housing stock was constructed prior to the 30-year benchmark, due to the town's high household incomes which allow for routine maintenance and improvements, the age of units in the town is not believed to contribute to substandard housing conditions. More so, existing homes in the town are bought and sold, new owners are anticipated to remodel and update housing units. Based on the above data, staff estimates that approximately 10 ownership units may require rehabilitation, mostly due to long term owners, or children of long-term owners, that may own property but lack discretionary income to fund improvements.

SPECIAL NEEDS POPULATIONS

Finally, some population groups may have special housing needs that require specific program responses, and these groups may experience barriers to accessing stable housing due to their specific housing circumstances. Government Code section 65583, subdivision (a)(7) requires each jurisdiction to include analyses for the following populations: senior households, persons with disabilities (including developmental disabilities), large households, farmworkers, female-headed households, and homeless. For resources available for these special needs populations, see *Section 5, Resources*.

SENIOR HOUSEHOLDS

Senior households often experience a combination of factors that can make accessing or keeping affordable housing a challenge. They often live on fixed incomes and are more likely to have disabilities, chronic health conditions, and/or reduced mobility. Understanding how seniors might be cost-burdened is of particular importance due to their special housing needs, particularly for low-income seniors. 71.4% of seniors making less than 30% of AMI in Portola Valley are spending most of their income on housing. For seniors making more than 100% of AMI, 94.5% are not cost-burdened and spend less than 30% of their income on housing.

PERSONS WITH DISABILITIES

People with disabilities face additional housing challenges. Encompassing a broad group of individuals living with a variety of physical, cognitive, and sensory impairments, many people with disabilities live on fixed incomes and need specialized care, yet often rely on family members for assistance due to the high cost of care. In Portola Valley, 10.2% of residents (467 individuals) have a disability of some kind and may require accessible housing,[17] which is above the percentage in the County (8.2%) and the Bay Area Region (9.6%). According to the California Department of Developmental Services, in 2020, there were 6 individuals with a developmental disability, including 3 children and 3 adults.

LARGE HOUSEHOLDS

Large family households often have special housing needs due to a lack of adequately sized affordable housing available. The higher costs required for homes with multiple bedrooms can result in larger families experiencing a disproportionate cost burden than the rest of the population and can increase the risk of housing insecurity. In Portola Valley, for large households with 5 or more persons, most units (89.6%) are owner occupied. In 2017, 0.0% of large households were very low-income, earning less than 50% of AMI. Large families are generally served by housing units with 3 or more bedrooms, of which there are 1,374 units in Portola Valley. Among these large units with 3 or more bedrooms, 9.9% are renter-occupied and 90.1% are owner occupied.

FEMALE-HEADED FAMILY HOUSEHOLDS

Households headed by one person are often at greater risk of housing insecurity, particularly female-headed households, who may be supporting children or a family with only one income. In Portola Valley, the largest proportion of households is married-couple family households at 64.2% of total, while female-headed households make up 5.8% of all households. Female-headed households with children may face particular housing challenges, with pervasive gender inequality resulting in lower wages for women. Moreover, the added need for childcare can make finding a home that is affordable more challenging. In Portola Valley, none of the

[17] These disabilities are counted separately and are not mutually exclusive, as an individual may report more than one disability. These counts should not be summed.

female-headed households with children fall below the Federal Poverty Line, nor do any of the of female-headed households without children.

FARMWORKERS

Across the state, housing for farmworkers has been recognized as an important and unique concern. Farmworkers are traditionally defined as persons whose primary incomes are earned through seasonal agricultural work. Farmworkers have special housing needs because they earn lower incomes than many other workers and move throughout the season from one harvest to the next. Farmers and farmworkers are the keystone of the larger food sector, which includes the industries that provide farmers with fertilizer and equipment; farms to produce crops and livestock; and the industries that process, transport, and distribute food to consumers. While overall the Bay Area has shifted away from our historical agricultural economic base, Bay Area counties still preserve strong agricultural roots. And yet, the responsibility for farmworker housing is not just with these counties. In many counties, farmworkers choose to live within incorporated cities due to the diversity and availability of housing, proximity to schools and other employment opportunities for other family members, and overall affordability. Many farmworker households tend to have difficulties securing safe, decent, and affordable housing. Far too often, farmworkers are forced to occupy substandard homes or live in overcrowded situations.

In the Bay Area, about 3.7% of farmworkers, including both seasonal and permanent residents, are in San Mateo County. However, per the USDA, today's farmworkers can commute up to 75 miles to the workplace. Based on this, the need for housing for agricultural workers is not just the responsibility of Bay Area counties with a robust agricultural economy. In Portola Valley, according to the U.S. Census Bureau, ACS 5-Year Data (2015-2019), there are approximately 22 residents employed in the agriculture, forestry, and fishing industries.

EXTREMELY LOW-INCOME HOUSEHOLDS

Extremely low-income (ELI) households refer to households earning less than 30% of AMI and are considered a subset of very-low-income households, one of the income groups identified in State RHNA requirements. In San Mateo County, 30% AMI is the equivalent to the annual income of $44,000 for a family of four. Many households with multiple wage earners—including food service workers, full-time students, teachers, farmworkers, and healthcare professionals—can fall into lower AMI categories due to relatively stagnant wages in many industries.

As part of the Housing Element update process communities are required by the State to analyze the existing and projected housing needs of extremely low-income households. In analyzing the projected housing needs of ELI households, HCD advises communities to utilize available census data OR assume 50% of their very-low income (VLI) RHNA requirement represents needs of ELI households. Accordingly, due to the Town's VLI RHNA requirements equating to 73 units, approximately 37 of these units are assumed to be ELI households.

PEOPLE EXPERIENCING HOMELESSNESS

Homelessness remains an urgent challenge throughout the region, reflecting a range of social, economic, and psychological factors. Homelessness is disproportionately experienced by people of color, people with disabilities, those struggling with addiction and those dealing with traumatic life circumstances. In San Mateo County, the most common type of household experiencing homelessness is those without children in their care. Among households experiencing homelessness that do not have children, 75.5% are unsheltered. Of homeless households with children, most are sheltered in emergency shelters.

San Mateo County conducted the latest point-in-time (PIT) Count on February 24, 2022. Volunteers were deployed to conduct an observational count of those experiencing unsheltered homelessness. San Mateo County conducted the unsheltered homeless survey through March 3, 2022. In both 2019 and 2022, Portola Valley had 0 homeless individuals according to the most recent PIT San Mateo County data (https://www.smcgov.org/hsa/2022-one-day-homeless-count) (see Table 2-2).

More information on each of these population groups can be found in Appendix B.

TABLE 2-2: UNSHELTERED HOMELESS COUNT BY SAN MATEO COUNTY JURISDICTION

City/Town	2011 Count	2013 Count	2015 Count	2017 Count	2019 Count	2022 Count
Atherton	1	0	1	0	1	**3**
Belmont	1	43	11	3	7	**13**
Brisbane	0	34	21	19	4	**6**
Burlingame	3	13	7	21	25	**10**
Colma	1	7	3	1	8	**1**
Daly City	44	27	32	17	66	**49**
East Palo Alto	385	119	95	98	107	**169**
Foster City	0	7	0	6	4	**4**
Half Moon Bay	41	114	84	43	54	**68**
Hillsborough	0	0	0	0	0	**0**
Menlo Park	72	16	27	47	27	**56**
Millbrae	1	21	8	7	9	**9**
Pacifica	95	150	63	112	116	**161**
Portola Valley	**16**	**2**	**0**	**1**	**0**	**0**
Redwood City	233	306	223	94	221	**245**
San Bruno	14	98	8	26	12	**63**
San Carlos	9	10	20	28	30	**14**
San Francisco International Airport	9	5	1	3	21	**14**
San Mateo	68	103	82	48	74	**60**
South San Francisco	122	173	55	33	42	**42**
Unincorporated	47	46	32	30	73	**105**
Woodside	0	6	2	0	0	**0**
Total	**1,162**	**1,299**	**775**	**637**	**901**	**1,092**

Note: Universe: Population experiencing homelessness.
Source: 2022 San Mateo County One Day Homeless Count and Survey Executive Summary

SECTION 3. AFFIRMATIVELY FURTHERING FAIR HOUSING

The State of California's 2018 Assembly Bill (AB 686) requires that all public agencies in the State affirmatively further fair housing (AFFH) beginning January 1, 2019. Public agencies receiving funding from the U.S. Department of Housing and Urban Development (HUD) are also required to demonstrate their commitment to AFFH. The federal obligation stems from the fair housing component of the federal Civil Rights Act mandating federal fund recipients to take "meaningful actions" to address segregation and related barriers to fair housing choice.

AFFIRMATIVELY FURTHERING FAIR HOUSING

"Affirmatively furthering fair housing" means taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws. The duty to affirmatively further fair housing extends to all of a public agency's activities and programs relating to housing and community development. (Gov. Code, § 8899.50, subd. (a)(1).)"

AB 686 also makes changes to Housing Element Law to incorporate requirements to AFFH as part of the housing element and general plan to include an analysis of fair housing outreach and capacity, integration and segregation, access to opportunity, disparate housing needs, and current fair housing practices.

In order to comply with AB 686, the Town has collaborated with Roots Policy Research, 21 Elements, the Association of Bay Area Governments (ABAG), and UC Merced to complete a full assessment and outreach plan, including an analysis of the history of the region in regard to fair housing, which can be found in Appendix C.

BACKGROUND

The Town of Portola Valley is considered a high resource community that has historically consisted of single-family detached homes on large lots. In recent decades, housing has not been affordable to households earning less than 100% area median income (AMI). This pattern of development, compounded by opposition to past affordable housing development projects, has contributed to a lack of affordable housing opportunities in Portola Valley.

Recognizing these challenges, the Town created an Affiliated Housing Program in 1990 to allow multifamily housing on "institutional" sites for employees and staff affiliated with the institution that owns the parcel, to live and work in Town. The Program has had three "partners" that have the option of building housing for their employees. This has successfully led to the development of 13 affiliated housing units at the Woodside Priory School. The second partner, The Sequoias, is a retirement community that is currently interested in developing new senior units and five workforce housing units. The third partner is Stanford University; the Town has 39 proposed housing units in the pipeline including 27 faculty units and 12 affordable units.

As part of the 6th Cycle Housing Element Update, the Town is working with new partners interested in the Affiliated Housing Program (Ladera Church and Christ Church), in addition to the Town itself, to provide more multifamily housing for low- and moderate-income families and people employed in the Town. The Town is also creating two new multi-family zoning districts and a new mixed-use zoning district to increase the diversity of housing types in the community. Finally, the Town is proposing innovative programs to affirmatively further fair housing, including:

- Developing a matching Accessory Dwelling Unit (ADU) rental program for low-income tenants located outside of Portola Valley who have experienced displacement with Portola Valley ADU owners renting ADUs at below market rates.
- Identifying a portion of the Dorothy Ford Field (a Town-owned site) as a housing opportunity site to be developed with 50 very low-income units.

PRIMARY FINDINGS

This section summarizes the primary findings from the Fair Housing Assessment for Portola Valley including the following sections: fair housing enforcement and outreach capacity, integration and segregation, access to opportunity, disparate housing needs, and contributing factors and the Town's fair housing action plan. The full Fair Housing Assessment is included as Appendix C.

- Compared to the county overall, **Portola Valley has limited racial and ethnic diversity**: Countywide, racial/ethnic minorities account for 61% of the overall population; however, they only account for 18% in Portola Valley.
- **Economic diversity is also limited**: 73% of households in Portola Valley earn more than 100% AMI compared to 49% in the county overall. All census block groups in the town have median incomes above $125,000 and poverty is low throughout Portola Valley.
- Countywide, racial and ethnic minority populations are **disproportionately impacted by poverty, low household incomes, cost burden, overcrowding, and homelessness** compared to the non-Hispanic White population. Additionally, **racial and ethnic minorities are more likely to live in moderate resources areas and be denied for a home mortgage loan**. Similar disparities are not evident in the Town of Portola Valley, however, in part due to the limited racial/ethnic and economic diversity

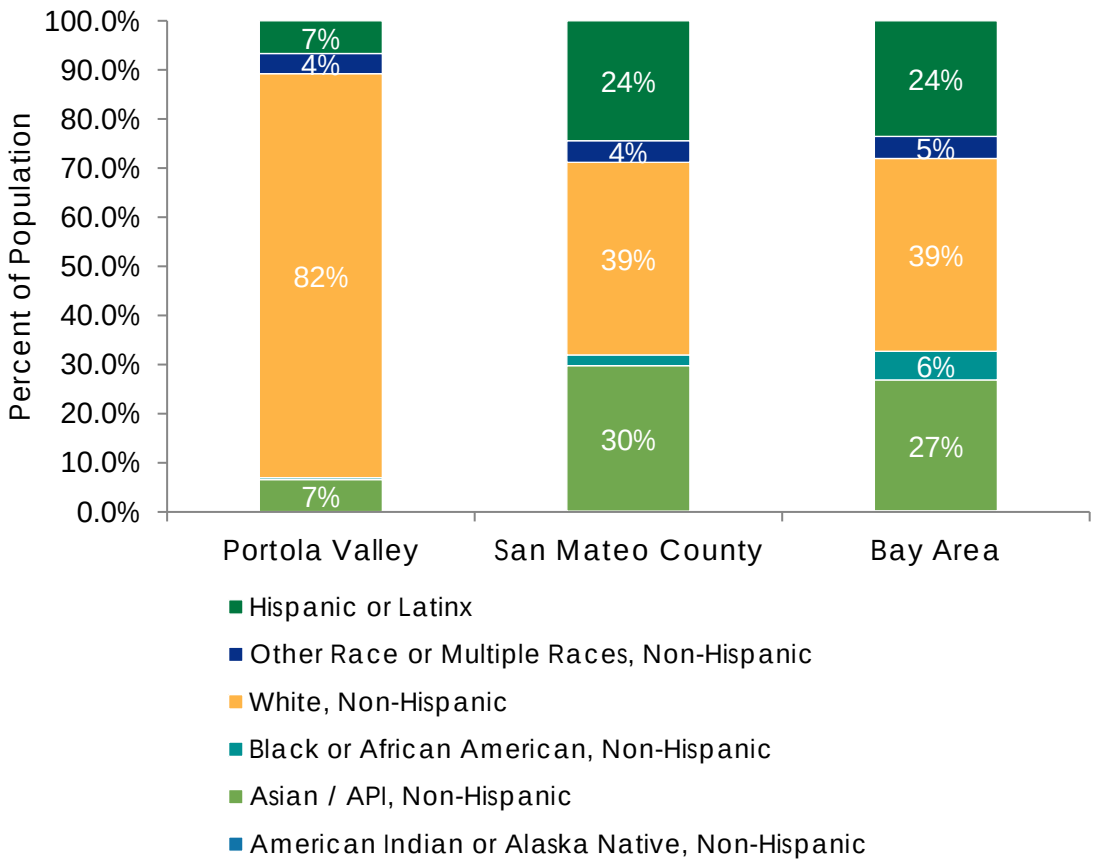


FIGURE 3-1: PORTOLA VALLEY POPULATION BY RACE COMPARED TO REGION

Universe: Total population
Notes: Data for 2019 represents 2015-2019 ACS estimates. The Census Bureau defines Hispanic/Latinx ethnicity separate from racial categories. For the purposes of this graph, the "Hispanic or Latinx" racial/ethnic group represents those who identify as having Hispanic/Latinx ethnicity and may also be members of any racial group. All other racial categories on this graph represent those who identify with that racial category and do not identify with Hispanic/Latinx ethnicity.
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B03002. [1]

noted above. In the regional context, **Portola Valley represents a high opportunity area with relatively low accessibility to low- and moderate-income households, which are more likely to be racial/ethnic minorities**.

- **No fair housing complaints were filed** in Portola Valley from 2017 to 2021. Even so, the Town of Portola Valley could improve the accessibility of fair housing information on their website and resources for residents experiencing housing discrimination. However, a new program proposes creating a webpage specific to fair housing on the Town's website identifying it as a resource for residents to understand and report housing discrimination.

[1] The 2010 U.S. Census and 5-year ACS estimates were used as much of this work was done before the 2020 U.S. Census data was publicly available.

- There are disparities in housing cost burden in Portola Valley by tenure—but the population of racial minorities is so low that there are not disparities by race/ethnicity. 46.9% of renters experience cost burden in the town, compared to 20.2% of homeowners.
- **Poverty in Portola Valley is extremely low, with a rate close to zero**. The more pressing issue faced by workers in Portola Valley is being able to afford housing as home and rental prices have greatly increased over time.
- The composite opportunity score for Portola Valley shows the town to be a "highest resource area" and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the town as "low vulnerability to a disaster (based on four themes of socioeconomic status, household composition, race or ethnicity, and housing and transportation).
- Portola Valley is entirely contained within a single census tract—the standard geographic measure for "neighborhoods" in U.S. Census data products. As such, the town does not contain any racial/ethnic concentrations, poverty concentrations, nor concentrations of housing problems.
- Portola Valley, served by the Sequoia Union High School District and the Portola Valley Elementary School District, has very high education outcomes. However, the schools in Portola Valley have the highest share of White students in the County, making them **among the least racially and ethnically diverse districts.** Portola Valley has the least diverse faculty and staff in the county, with 59% identifying as White. While Sequoia Union has among the highest rate of graduates who met admission standards for a University of California (UC) or California State University (CSU) school, **Pacific Islander, Black, and Hispanic students in the Sequoia Union district were substantially less likely to meet the admission standards,** with rates of 38%, 50%, and 55% respectively. Overall, Sequoia Union High School has one of the highest dropout rates—10% of students—compared to other districts in the county. Still, **dropout rates among Hispanic (16%), Black (12%), and Pacific Islander (20%) students are even higher**.
- **Portola Valley lacks a variety of housing types**. In 2020, 81.1% of homes in Portola Valley were single family detached, 0.0% were single family attached, 2.1% were small multifamily (2-4 units), and 16.8% were medium or large multifamily (5+ units). The medium or large multifamily units are located at The Sequoias. There is no multifamily zoning in Portola Valley.
- **Barriers to housing choice are largely related to the town's very high costs of housing and lack of affordable production**. Since 2015, the housing that has received permits to accommodate growth has largely been priced for above moderate-income households. Approximately 49.4% of the town's rental units rent for $3,000 or more, compared to 22.1% in San Mateo County and 13.0% in the Bay Area region.
- Renters are more likely to be living in 1- and 2-bedroom units than owners, and owners are more likely to be occupying 3- to 4- and 5-bedroom units. To the extent that larger

renter households desire to live in Portola Valley, the lack of rental housing stock to accommodate their needs could limit their access to housing in the town.

- Portola Valley has a **slight concentration of residents with a disability with 10% of the population compared to 8% in the county**. Even so, unemployment among residents living with a disability (3%) in Portola Valley is the same as those without a disability (3%) and similar to the county overall.
- **Disparities by race and ethnicity are prevalent for home mortgage applications**, particularly in denial rates. Hispanic (29% denial rate) and Asian households (19%) had the highest denial rates for mortgage loan applications in 2018 and 2019. Conversely, non-Hispanic White (15%) and households of unknown race/ethnicity (11%) have the lowest denial rates during the same time.

CONTRIBUTING FACTORS AND FAIR HOUSING ACTION PLAN

The disparities in housing choice and access to opportunity discussed above stem from historical actions, socioeconomic factors that limit employment and income growth, broad barriers to open housing choice, and until recently, very limited resources to respond to needs. Pursuant to Government Code Section 65583 (c)(10)(A)(v), the Housing Element includes several policies and programs to proactively address fair housing issues. Table 3-1 below summarizes the fair housing issues, contributing factors, and implementation programs included in the Housing Element to affirmatively further fair housing in Portola Valley.

TABLE 3-1: SUMMARY MATRIX OF FAIR HOUSING ISSUES AND ACTIONS

Fair Housing Issues	Contributing Factors	Meaningful Program Actions (from *Section 7, Goals, Policies, and Programs*)	Targets and Timelines
The Town of Portola Valley has limited racial and ethnic diversity (18% of residents are non-White Hispanic) compared to San Mateo County (61%) and the Bay Area overall, and very limited economic diversity (73% of households earn more than 100% AMI compared to 49% in the county overall). Portola Valley has a lower percentage of lower income households than the rest of the San Mateo County and the Bay Area, with 22% of households earning less than 80% of the AMI compared to 40% of households in San Mateo County and 39% of households in the Bay Area as a whole. This equates to 480 households currently living in Portola Valley who are below the AMI, and 255 households who are below 50% AMI which means they would qualify for very low-income housing.	There is a lack of affordable housing opportunities throughout the town. There are no areas of the town that are zoned to allow moderate or high-density residential development. Existing policies do not encourage a range of housing types.	▪ 1-1: Create a new "Gateway" land use classification in the General Plan and two new zoning districts that allows for multi-family housing at four and 20 du/acre to provide for development of housing at lower-income levels.	▪ Upon Adoption
		▪ 1-2: Create a new zoning district that allows for mixed-use development with up to six du/ac and would allow for up to 100% of building floor area to be dedicated to residential uses.	▪ Upon Adoption
		▪ 2-1: Amend the zoning ordinance to establish inclusionary housing requirements for new multi-family housing developments.	▪ June 2024
		▪ 2.2: Develop a program to manage new affordable housing units in the town.	▪ Initiate by June 2023; implement program by December 2023.
		▪ 7-3: Provide direct assistance from the Building Division for property owners interested in making minor changes to accommodate a JADU.	▪ June 2023
		▪ 7-4: Establish staff and consultant ADU office hours so that applicants can ask questions of subject matter experts.	▪ Initiate office hours by June 2023.
		▪ 7-6: Develop an affordable ADU rental program that matches landlords willing to rent ADUs at below market rates with low-income tenants that who have been experienced displacement from areas outside of Portola Valley due to increasing rents with Portola Valley ADU owners	▪ Develop program by June 2023.

TABLE 3-1: SUMMARY MATRIX OF FAIR HOUSING ISSUES AND ACTIONS

Fair Housing Issues	Contributing Factors	Meaningful Program Actions (from *Section 7, Goals, Policies, and Programs*)	Targets and Timelines
		willing to rent ADUs at below market rates. ▪ 8-5: Rezone properties in the town to allow multi-family housing with a range of affordability levels and deed restrictions to ensure affordability over time. Affirmatively market the housing to households that are under-represented in the town including Black and Hispanic households. ▪ 8-6: Through collaboration with local service providers, convene a discussion of populations that are experiencing comparatively high rates of cost burden to discuss solutions for relief. Consider a rental assistance program tailored to extremely high cost-burdened residents (residents that pay a very high percentage of their income towards housing). This may be in coordination with ADU/JADU programs. Include Black, Indigenous and people of color in these conversations.	▪ Complete rezoning by 3 years and 120 days from January 31, 2023. ▪ Convene by June 2024. Consider program by December 2024.
In 2018 and 2019, Hispanic or Latinx and Asian households in Portola Valley faced higher rates of mortgage loan denials when trying to purchase homes in Portola Valley (29% and 19%, respectively).[a]	It is well documented that persons of color have been historically denied loans to purchase homes at a higher rate than white applicants. These historical patterns persist in some cases.	▪ Mortgage acceptance rates are outside of local control. It is included here to bring attention to this issue.	
Portola Valley residents do not report experiencing fair housing	Tenants and property owners may lack knowledge about fair	▪ 8-7: Collaborate with other cities/towns and Project Sentinel, or another similar	▪ Establish list by December 2023. Issue written materials annually

TABLE 3-1: SUMMARY MATRIX OF FAIR HOUSING ISSUES AND ACTIONS

Fair Housing Issues	Contributing Factors	Meaningful Program Actions (from *Section 7, Goals, Policies, and Programs*)	Targets and Timelines
discrimination. However, residents may not take action because they are not aware of resources for fair housing.	housing laws. Limited information provided by the Town on fair housing rights.	organization, to perform fair housing training for property owners, real estate agents, and tenants across the region. The training would include information on reasonable accommodation and source of income discrimination, as well as other fair housing information with emphasis on certain topics driven by housing complaint data and information from stakeholders. Participation in fair housing training will be required for approval of landlords' business licenses. Focus enforcement efforts on race-based discrimination and reasonable accommodations.	thereafter. Conduct two workshops by 2030.
		▪ 8-8: Create a webpage specific to fair housing including resources for residents who feel they have experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act.	▪ December 2023

[a] Federal Financial Institutions Examination Council's (FFIEC) Home Mortgage Disclosure Act loan/application register (LAR) files.

SECTION 4. CONSTRAINTS

Many factors can encourage or constrain the development, maintenance, and improvement of the housing stock, including economic forces in the private market as well as regulations and policies imposed by public agencies. Constraints including physical constraints, land availability, the economics of development, and governmental regulations each have an impact on the cost and amount of housing produced.

State law, specifically Government Code Section 65583(a)(5-6), requires that housing elements analyze potential and actual governmental and nongovernmental constraints to the production, maintenance, and improvement of housing for persons of all income levels and disabilities. The constraints analysis must also demonstrate local efforts to remove or mitigate barriers to housing production and housing for persons with disabilities. The identification and analysis of these constraints have informed the Town of Portola Valley's development of appropriate programs that mitigate these constraints, as provided in *Section 7, Goals, Policies, and Programs*.

GOVERNMENTAL REGULATIONS AND CONSTRAINTS

FEDERAL AND STATE

Federal and State programs and agencies play a role in the imposition of non-local governmental constraints. Federal and State requirements are generally beyond the influence of local government and therefore cannot be effectively addressed in this document.

California Environmental Quality Act

The California Environmental Quality Act (CEQA) was developed to protect the quality of the environment and the health and safety of the public from adverse environmental effects. Development projects are required to be reviewed consistent with CEQA standards to determine if there is potential for the project to cause significant adverse effect on the environment. Depending on the type of project and its potential effects, technical traffic, noise, air quality, biological resources, and geotechnical reports may be needed. If potential adverse effects can be mitigated, a Mitigated Negative Declaration is required. If potentially adverse effects cannot be mitigated, an Environmental Impact Report (EIR) is required. These documents have mandated content requirements and public review times. Preparation of CEQA documents can be costly and, despite maximum time limits set forth in the Public Resources Code, can extend the processing time of a project by a year or longer.

Prevailing Wage Laws

Public works projects and affordable housing financed with public funds are required to pay prevailing wages, which create a significant cost impact on the construction or rehabilitation of affordable housing units for low- or moderate-income persons and the infrastructure to

support such housing. The rehabilitation of certain qualifying affordable housing units for low- or moderate-income persons is exempt from this requirement. Senate Bill (SB) 972 provided exemptions from prevailing wage requirements for the construction or rehabilitation of privately owned residential projects.

Governmental constraints can limit the supply and increase the cost of housing, making it difficult to meet the demand especially for affordable housing. Governmental constraints typically include policies, standards, requirements, or actions imposed by the various levels of government upon land use and development such as zoning and subdivision regulations, growth management measures, building codes, fees, and processing and permit procedures. The City has limited influence over state and federal requirements that may constrain housing, but the State affords local agencies considerable flexibility in establishing land use policies and regulations. Therefore, the discussion in this subsection is generally limited to the policies, standards, requirements, and actions at the local level.

LOCAL

Town policies and regulations designed to address the Town's goals for the overall quality of housing, preservation of neighborhood character, or safety or environmental goals can also result in constraints to housing. Portola Valley is a rural, low-density town on the fringe of the San Francisco Peninsula's urban area. The physical environment of the town is challenging, with many steep slopes, unstable soils, landslide hazards, worsening wildfire hazards, and the presence of the San Andreas fault. The Town's development regulations are based on these facts. This subsection describes the Town's policies and regulations that could potentially constrain housing and discusses measures to reduce such constraints.

Context for the Town's Development Regulations

The town's low-density nature is consistent with and was partially based on the San Mateo County Master Plan that was in place at the time the town incorporated. This plan included the following principles:

a. The highest population densities should occur in relatively level areas close to major centers of commerce and industry where coordinated development is possible and where transportation and other necessary public facilities can readily be provided.

b. Population density should decrease as the distance from district centers, industrial areas, and employment centers increases.

c. Population density should decrease as distance from local service facilities increases.

d. Population density should decrease as steepness of terrain increases.

e. The lowest densities and largest lots should occur on steep hillsides or in mountainous areas where it is necessary to limit storm runoff, prevent erosion, preserve existing vegetation, protect watersheds, and maintain the scenic quality of the terrain.

The Town's geologic setting is a major constraint on housing production. Starting in 1965, the Town has evolved an innovative and systematic approach to regulating the development of

lands crossed by the San Andreas fault and encumbered with extensive areas of steep and unstable slopes. The regulations, which have been used as models for ordinances adopted by other jurisdictions in California and in other states, control the uses of land and the intensity of development according to slope and geologic characteristics. The base regulations include a slope-density system, setbacks from the San Andreas fault and land use limitations based on landslide hazards. The Town has detailed fault and landslide potential maps to support the regulations. The maps are updated from time to time as more accurate and detailed information from site investigations becomes available.

Portola Valley is in a region of high seismicity because of the presence of the San Andreas Fault that bisects the town, the Hayward Fault across the bay to the east, and the San Gregorio Fault to the west. Therefore, the entire town is susceptible to potential ground shaking from these three large faults. However, the Portola Valley Municipal code has established special building setbacks along earthquake fault traces to minimize the potential loss of property and life resulting from differential movement along such traces caused by tectonic forces.

As the town reaches buildout, the development potential is increasingly affected by geologic regulations. Most of the remaining vacant land is in steep and often hazardous terrain. The Upper and Lower Western Hillsides, which contain most of the undeveloped land in the town, are very steep: approximately 70% of the land has slopes greater than 30% and 25% has slopes greater than 50%. Slope density provisions encourage concentration of development on flatter portions of the large holdings in these areas. These provisions lead to safer, more easily accessible, and more efficiently served development than might occur otherwise.

The potential for developing is also constrained by wildfire hazards. Many areas of high and extreme wildfire hazard exist within the Portola Valley community. The highest-hazard areas are generally on steeper slopes of canyons or gullies, in difficult-to-access places where vegetation management is very difficult to accomplish. Hazards are amplified in east-west oriented canyon areas where the topography will funnel strong autumn winds, which tend to blow from the east or west.[1] The Safety Element Update includes policies and programs related to vegetation management, emergency access, water availability/suppression, and new building standards to help reduce the risk of wildfires for existing and future development.

The town also has an important and growing role in providing open space for the entire region. The Midpeninsula Regional Open Space District now owns over 1,000 acres of public open space within the town limits. The district lands are available for hiking and other low-intensity recreation uses and attract people in large numbers from all over the region. An extensive trail system throughout town is used by residents and visitors. In addition, the preserved land provides a significant conservation benefit to the region by providing habitat and protecting water and air quality. The low-density housing pattern and the clustering of development in the town serves to protect this important regional resource.

In addition to the natural and environmental constraints discussed above, options for housing have been limited by the town's historic lack of multi-family zoning that could have allowed

[1] Deer Creek Resources, 2022. Portola Valley Wildfire Hazards Memo.

more variety in housing types in areas appropriate for development. Community opposition has been a significant obstacle to obtaining approvals for new housing developments. Most notably, plans for multi-family and low-income housing have drawn the most public opposition because they are perceived to take away from the existing rural character, increase traffic congestion, and put further strain on limited infrastructure capacity. In recent years, fire safety has also become a significant concern. Land prices in Portola Valley, which are among the highest in San Mateo County, are an additional constraint to housing. To mitigate these constraints, the Town has designed a variety of housing programs, including establishing a multi-family zone, which are consistent with the of town's character, but allow for a greater variety of housing opportunities. Those programs can be found in *Section 7, Goals, Policies, and Programs*.

Land Use Controls

General Plan Land Use Element

The Town's Land Use Element of the General Plan sets forth guidelines for land occupancy and describes the location and distribution aspects of land uses. The Land Use categories and corresponding zoning districts that allow residential development are listed in Table 4-1. The Land Use Element will be updated with adoption of this Housing Element to be consistent with the classifications and density in the Housing Element.

TABLE 4-1: GENERAL PLAN RESIDENTIAL LAND USE DESIGNATIONS AND ZONING DISTRICTS

Residential Designation	Acres/Housing Unit (HU)
Low-Medium Intensity	Less than 1 acre/HU
Low Intensity	1-2 acres/HU
Conservation-Residential	2-4 acres/HU
Open Residential	More than 4 acres/HU

Note: Where geologic conditions limit development, these densities will be less.
Source: Portola Valley General Plan, Portola Valley Code of Ordinances.

Zoning Code

The policies set forth in the General Plan are implemented largely through the Town's zoning ordinance. There are three residential zoning districts in town: Residential Estate (R-E), Single-Family Residential (R-1), and Mountainous Residential (M-R). Mobile and manufactured housing is considered single-family housing and is permitted accordingly. Table 4-2 below summarizes the uses permitted in each of these districts. Sections 18.12, 18.14, and 18.16 of the Town's zoning ordinance contain the full text and detailed information concerning these regulations.

Because, historically, multi-family housing was not generally permitted in the town, Portola Valley has developed two mechanisms to allow multi-family housing on certain sites. To that end, the municipal code allows multi-family affordable housing to be constructed with a Planned Unit Development (PUD) permit on properties designated in the General Plan for such

uses (Section 18.44.060.I). Secondly, the Affiliated Housing Program allows multi-family housing on institutional sites for employees and staff affiliated with the institutions that own the parcels. The program is being expanded with the Housing Element update and the requirement that housing units be occupied exclusively by employees of the institution is being removed. A detailed description can be found in *Section 7, Goals, Policies, and Programs*. In addition, in conjunction with the update, two new multi-family districts are proposed to be created. These are the first multi-family zoning districts in the Town's history.

The Town amended its zoning ordinance in 2011 to comply with Senate Bill (SB) 2 and make provisions for emergency homeless shelters in town. As a result, emergency homeless shelters for up to ten individuals are now permitted as an accessory use at all religious institutions in the town. Architectural and site plan review are required for the design of the emergency shelter unless the shelter is located within an existing structure, but no discretionary approval shall be required. Emergency shelters must comply with the following standards:

1. Temporary shelter shall be available to residents for no more than 60 days. Extensions up to a total stay of 180 days may be permissible if no alternative housing is available.
2. On-site management shall be provided during the hours of shelter operation.
3. Emergency shelters may include common space for the exclusive use of the guests, and office and meeting space for the exclusive use of emergency shelter staff.
4. Each shelter shall have a designated outdoor smoking area that is not visible from the street or from adjacent properties. The outdoor smoking area may be screened by vegetation.
5. On-site parking may be provided as shared parking with the church use. If separate on-site parking is needed, the maximum amount required shall be 0.35 parking spaces per one bed plus one space per staff member on duty when guests are present.

Table 4-2 depicts the uses currently allowed in the various residential districts in town. The table identifies uses permitted by right, those subject to a conditional use permit and allowed as an accessory use. As previously discussed, multi-family projects are not currently allowed in any residential zoning district which has served as a constraint to housing development, particularly affordable housing.

The Town's site development criteria are set forth in the Town's zoning ordinance, site development ordinance, and design guidelines. In the zoning ordinance, many of the criteria are established within combining districts. These include a Design Review (D-R), a Floodplain (F-P), a Historic Resources (H-R), and a Slope Density (S-D) combining district, as well as a number of residential density combining districts. The requirements established by each of these combining districts are explained below.

TABLE 4-2: PORTOLA VALLEY USES IN RESIDENTIAL ZONING DISTRICTS

Use	R-E	R-1	M-R
Streets, utilities, etc.	P	P	P
Single-family dwellings, including residential care facilities with 6 or fewer residents	P	P	P
Temporary voting places, festivals, signs, etc.	P	P	P
Public buildings located in conformance with the general plan	P		
Public school located in conformance with the general plan	P	P	
Major utilities, signs, wireless communications facilities	C	C	C
Crop and tree farming and truck gardening	C		C
Nurseries and greenhouses, with no retail sales allowed	C		C
Churches, schools, group living accommodations for seniors, and nursery schools: only when located on an arterial or expressway	C		
Recreation facilities and boarding stables: only when located on an arterial or expressway	C		C
Residential planned unit developments	C	C	C
Multiple single-family homes on parcels of 10 or 100 acres or more	C		C
Horticulture and grazing of cattle	C		C
Wineries	C		C
Publicly owned recreation and open space areas located in conformance with the general plan	C	C	C
Employee housing for qualified agricultural uses, as permitted under the California Employee Housing Act (Health and Safety Code Section 17000 et seq.)	C		
Landscaping, growing of plants and similar uses attendant to adjoining uses in the CC district		C	
Fences, lights, parking, signs, etc.	A	A	A
Second units on parcels 1 acre or more	A	A	A
Equestrian facilities	A	A	A
Renting of rooms to no more than one paying guest	A	A	A
Home occupations	A	A	A
Swimming pools, tennis courts	A	A	
Garages, signs, pets	A	A	A
Sale of agricultural products grown on the premises	A	A	A

Notes: P = Permitted, C = Conditional, A = Accessory
Source: Portola Valley Code of Ordinances.

Design Review (D-R) Combining District

This district does three things: 1) requires all building permits to be approved by the Architectural and Site Control Commission (ASCC); 2) prohibits certain uses within 100 feet of Skyline Boulevard to protect the scenic nature of that corridor; and 3) requires all subdivisions of parcels 10 acres or larger to be treated as a planned unit development.

It is recognized that most undeveloped parcels in the D-R combining district have significant characteristics such as steep slopes, unstable land, limited access, limited or absent infrastructure, and vegetation important for ecologic purposes, and that flexibility in normal standards afforded by the planned unit development procedure will help achieve subdivisions carefully adjusted to specific site conditions to protect health, safety, and ecological objectives. In addition, this requirement provides for design review and for imposing specific requirements on developments to help ensure that design objectives related to vegetation management, native planting, water conservation, limited lighting, and wildlife movement are implemented.

Design Review requirements have not been a significant constraint on the provision of housing, including affordable housing, in Portola Valley in recent years. In 2020, the Priory School started construction on six new housing units for employees and staff affiliated with this institution; two of those units are deed restricted for lower income households. The Town is developing objective standards to further reduce the potential for design review to constrain housing development. Requirements of this combining district do not preclude the provision of affordable housing.

Floodplain (F-P) Combining District

This district establishes conditions for development in floodplain areas, including requiring residential structures to be elevated above the base flood level and requiring new construction to be anchored to withstand flooding. Such conditions are standard and required by the federal government in communities that participate in the National Flood Insurance Program.

This district includes all land within the floodplain as shown on the federal Flood Insurance Rate Maps. This land is generally that which borders the major streams in town: Los Trancos Creek, Corte Madera Creek, and Sausal Creek.

The F-P combining district is not a constraint on the provision of market rate and below market rate housing in Town. The areas which fall under this district are generally expected to develop with market rate housing, which can usually accommodate these requirements within the normal price range for market rate housing in Portola Valley. The only sites for below market rate housing that are covered by this district are potential sites for accessory dwelling units (ADUs).

Historic Resources (H-R) Combining District

This district requires all properties that contain historic resources to conform to the principles and standards of the historic element of the general plan. There are 41 historic resources in

town as identified in the General Plan. These resources are scattered throughout the town, as shown on the historic element diagram. There is a list of buildings/structures to be preserved but they do not significantly limit the potential for development in town because the majority of the historic elements are on large sites or locations where new residential development is unlikely.

Given the nature of the historic resources in the town, he H-R combining district does not constrain the provision of housing in Portola Valley, including affordable housing. The principles and standards of the historic element simply prevent the removal of resources that are designated "to be preserved." No maintenance or restoration is necessary, although if it does occur, certain guidelines must be followed. Therefore, this district may affect the design of a development but does not necessarily increase the cost of a development.

Residential Density Combining Districts

The residential density combining districts determine the development standards that apply to a given lot. These standards include required front, rear, and side yards; height limits; floor area limits; and impervious surface limits. There are nine combining districts:

- 7.5M: 7,500 square feet
- 15M: 15,000 square feet
- 20M: 20,000 square feet
- 1A: 1 acre
- 2A: 2 acres
- 2.5A: 2.5 acres
- 3.5A: 3.5 acres
- 5A: 5 acres
- 7.5A: 7.5 acres

The exact locations of these combining districts are shown on the Town's zoning map. In general, the smaller-lot districts are found in the more densely developed, older subdivision areas of town while the larger-lot districts are found in the less densely developed, newer areas. This makes sense given the fact that only since town incorporation has there been a more complete understanding of the complex geological conditions and steep slopes that affect the remaining undeveloped lands in town.

The Upper Western Hillsides are the only part of town in the 7.5-acre combining district. There are no lands in the 5-acre combining district, but the Lower Western Hillsides, Blue Oaks, the Woods property, and the Stanford Wedge are in the 3.5-acre combining district. Westridge is generally in the 2.5-acre combining district. The other, smaller-lot districts cover the remainder of the town. The 7.5M zoning district is included in the Code but not applied to any sites on the zoning map.

The development standards governed by these combining districts are summarized in Table 4-3 below.

TABLE 4-3: RESIDENTIAL DENSITY COMBINING DISTRICT DEVELOPMENT STANDARDS

District	Minimum Lot Area (sf)	Front Yard	Rear Yard	Side Yard	Height Limit[a]	Maximum Height[b]	Maximum Floor Area[c]	Maximum Impervious Surface[c]
7.5M		20	20	5	15-28	34	3,019	2,231
15M	15,000	20	20	10	15-28	34	3,623	3,877
20M	20,000	20	20	10	15-28	34	3,910	5,090
1A	43,560	50	20	20	28	34	5,260	7,808
2A	87,120	50	20	20	28	34	7,013	11,358
2.5A	108,900	50	20	20	28	34	7,514	13,177
3.5A	152,460	50	25	25	28	34	8,065	15,566
5A	217,800	50	25	25	28	34	8,766	17,370
7.5A	326,700	50	25	25	28	34	9,581	19,822

[a] The height limit restricts the height as measured parallel to the ground surface.
[b] The maximum height restricts the height as measured from the lowest point of contact between the building and the ground to the highest point of the building.
[c] The maximum floor area and maximum impervious surface are based on the total net lot area after geology, flood hazard areas, and steep slopes are taken into consideration. The numbers shown in the table indicate the maximum for a lot with the given lot area and no environmental constraints.
Source: Portola Valley Code of Ordinances.

The development standards were established to reflect the town's rural, single-family residential character. Over the years, the regulations have become important to support geologic and fire safety and for environmental protection. The maximum floor area requirements and setbacks for single-family homes are intentionally limited compared to some other affluent communities in the Bay Area to limit the impact of the development on the natural environment. The regulations on single-family homes are not considered a constraint to development, as existing single-family homes have been consistently developed over the town's history.

The minimum lot area requirements function as a constraint on the provision of housing by keeping the density of development low. Many of the programs set forth in this Housing Element are intended to address this constraint while preserving the character of the town. For example, the Affiliated Housing Program allows higher density residential development on institutional sites. The ADU/JADU programs also increase density by allowing additional housing units to be built throughout the community. Portola Valley has long had a progressive ADU program, permitting multiple ADUs on larger parcels. In addition, as part of this update, the Town is creating two multi-family districts and a mixed-use district to allow for mixed-use residential development.

Slope Density (S-D) Combining Districts

Most of the residential land in town is under an S-D combining district as well. These districts modify the minimum lot size to require larger minimum lots in areas with steep slopes. As shown in Table 4-4 below, there are six slope-density combining districts. The table also provides selected examples of the required minimum parcel areas at given slopes under each of the S-D districts.

TABLE 4-4: SLOPES AND MINIMUM PARCEL AREAS IN S-D COMBINING DISTRICTS

	Required Minimum Parcel Area in Acres					
Slope	**SD-1**	**SD-1a**	**SD-2**	**SD-2a**	**SD-2.5**	**SD-3**
1% and under	1.02	–	2.03	–	–	3.05
15% and under	1.36	1.00	2.60	2.00	2.50	3.99
25%	1.79	1.34	3.25	2.56	3.14	5.12
40%	3.42	2.72	5.21	4.44	5.10	8.85
50% and over	8.70	8.73	8.70	8.70	8.73	17.24

Source: Portola Valley Code of Ordinances.

In general, the flatter parts of Portola Valley fall into the SD-1 and SD-1a districts, with the remaining districts used in steeper areas. The only part of town in the SD-3 district is the Upper Western Hillsides (primarily open space), and the only area in the SD-2.5 district is Westridge. Areas in the SD-2 district include the Lower Western Hillsides, Blue Oaks, the Stanford Wedge, and the Woods property.

As with the residential density combining districts, the S-D districts do constrain the provision of housing by restricting the density of development. This restriction is necessary, however, given the hazards of developing steep slopes. Some of the Town's existing housing programs work to mitigate this constraint while still providing adequate protection. For example, the Affiliated Housing Program allows for increased density in specified areas. In addition, the ADU program allows a second unit on an existing or proposed primary residence and allows two ADUs on lots 3.5 acres or more, thereby increasing potential residential density. In addition, as part of this update, the Town will be creating two multi-family districts and a mixed-use district.

Creek Setbacks

Since 2007, the Town has enforced setbacks along Los Trancos Creek, Corte Madera Creek and Sausal Creek to protect the unique scenic qualities and habitat values of the creek environment that sustain wildlife by furnishing habitation, freshwater, and migration corridors. The measures are intended to help ensure that, over time, changes within creek setbacks will help restore the creeks and creeksides to a healthy natural environment. For building permits and site development permits, setbacks may be measured from either the top of creek bank or ordinary high water mark at the option of the property owner:

1. Parcels less than 1 acre in size—30 feet from top of bank, or 35 feet from ordinary high water mark.

6. Parcels of 1 acre to 2.5 acres—45 feet from top of bank or 50 feet from ordinary high water mark.
7. Parcels of 2.5 acres or more—55 feet from top of bank or 60 feet from ordinary high water mark.

For planned unit developments, setbacks may be modified by the Planning Commission. For new subdivisions, parcels shall have a minimum creek setback of 55 feet from the top of creek bank, but this setback may be required to be enlarged as part of the subdivision process to increase safety as well as protect the natural environment. Sensitive habitats, floodplains, and eroding creek banks should be included within the setback area. Persons proposing development along creeks should consult Section 18.32 of the Town's Code of Ordinances, F-P (Floodplain) Combining District Regulations, as these provisions affect development in the floodplains along creeks.

Open Space and Landscaping Requirements

The Town's development standards specify front, side, and rear yard requirements for residential parcels. These requirements vary depending on the district, with smaller yard requirements for smaller lots. The requirements can be altered based on certain scenarios, such as if a property is located in a special setback district or if a property is adjacent to a future right-of-way. These open space requirements are applied consistently to all residential development based on the district they are located in and are not considered by the community to be necessary for wildfire resilience, environmental protection, and wildlife corridors. The required yards are not excessive and are not a constraint to housing development.

The Portola Valley zoning ordinance sets forth minimal landscaping requirements for residential parcels. For example, the regulations specify that parcels adjacent to the Community Commercial and Administrative-Professional districts are required to have consistent landscaping with the adjacent non-residential property. There are few parcels in Portola Valley with residences adjacent to these districts. The landscaping regulations also stipulate that for parcels with frontages along Alpine Road and Portola Road, trees and shrubs must be approved by the Town's conservation committee within 75 feet of the road right-of-way. These two provisions are not constraints to the development of housing because they do not require significant costs or alterations for new housing developments.

The Town's zoning ordinance contains minimal regulation for residential landscaping, but the Town's Design Guidelines provide more comprehensive landscaping policies, including a Native Plant List and Landscaping Guidelines. The Guidelines state that "The fundamental approach of the ASCC is to encourage architectural solutions that blend with the natural conditions of the site and area, and at the same time require only minimum landscaping." Typical guidelines include: "Use native plants," "Create a simple rather than elaborate landscape solution," and "Consider the future height of trees and shrubs such that major views on- and off-site will not become obstructed." ASCC consideration of applications is limited to the issues set forth in the guidelines. The Landscaping Guidelines promote native planting, minimal water use, and wildfire resilience and are not a constraint to housing development.

Parking Requirements

The Town's zoning ordinance includes off-street parking provisions. The minimum number of off-street residential spaces for dwelling units is: one space for each dwelling having zero or one bedroom, and two spaces for each dwelling with two or more bedrooms. In residential districts with a minimum lot size of 1 acre or more, two additional guest parking spaces are required. In addition, convalescent homes must have one space for each five beds and retirement homes must have one space for each apartment, double room, or family unit. Junior ADUs (JADUs) and internal ADUs shall not require any dedicated parking spaces, but external ADUs require one dedicated covered or uncovered parking space.

Most residential parking spaces must be located in a carport or garage and all spaces have to be located on the same site as the building unless authorized by a conditional use permit. Uncovered or tandem parking spaces may be permitted with approval from the Architectural and Site Control Commission (ASCC) if there is no reasonable location for a second required covered parking space in larger parcel districts. Additionally, on parcels of 20,000 square feet or less, an uncovered parking space may occupy required yard areas with approval from the ASCC and after notification of the affected neighbors.

The Town requires up to four parking spaces at residences in districts requiring 1 acre or more but allows exceptions if the requirements cannot be met on the parcels. In smaller parcel districts, only 1 to 2 spaces are required based on the number of bedrooms in the dwelling unit, and the location of the parking space can be changed if needed. Overall, the off-street parking requirements for larger parcels do not constrain the development of housing given the ample amount of space typically available on those properties. Additionally, the alternative provisions enable smaller parcels with space constraints to meet reduced requirements. New parking standards will be established for the new mixed-use and multi-family zoning districts.

Zoning for a Variety of Housing Types

Historically, the town has been zoned primarily for single-family residential use, with limited options for a variety of housing types. However, provisions of Portola Valley's Zoning Ordinance do include various regulations intended to implement relevant State Housing Laws and facilitate development of affordable housing and diverse housing types. This includes the following measures which are described in more detail within *Section 5, Resources*:

- Chapter 18.17 of the Town's Code of Ordinances implements Government Code Section 65915, referred to as the State Density Bonus Law which provides for a by-right density bonus for residential developments that provide a percentage of below-market rate housing units.
- Pursuant to SB 35 the Town provides a streamlined ministerial review of housing developments which propose at least 50% affordability among their provided residential units.
- Chapter 18.36 of the Town's Code of Ordinances implements the various state laws related to the development of Accessory Dwelling Units (ADUs). This Chapter

implements the streamlined, ministerial review procedure for ADUs and outlines objective design standards and reduced parking standards applicable to ADUs.

- Pursuant to SB 2 the Town permits transitional and supportive housing developments by-right in all zoning districts that permit residential uses by-right. The Town is in the process of updating its Municipal Code to update the definition of transitional housing to comply with the State definition and to remove the six-resident cap currently specified in the Code. The Town currently does not have a multi-family zoning district, but when adopted in connection with this Housing Element update, transitional housing will be treated similarly to other residential uses (see *Section 7, Goals, Policies, and Programs*).
- Pursuant to SB 2 the city permits emergency shelters by-right on sites in the R-E Residential Estate zoning district containing a religious institution. Operational standards for emergency shelters developed are included within Chapter 18.12 of the Town's Code of Ordinances.
- The Town does not have a zoning code definition for Single Room Occupancy (SRO) Units but the Town has no short-term rental restrictions in any of its residential zones, except as required by State ADU law.
- Pursuant to State and Federal laws, the Town has adopted Reasonable Accommodation Measures within Chapter 18.11 of the Town's Code of Ordinances to help in eliminating any potential regulatory constraints to the development of housing to serve persons with disabilities. These measures provide for reasonable flexibility in land-use/zoning, building regulations, policies, and practices as necessary to provide for the development of housing options suitable for disabled persons. The Town recently approved a supportive housing project for developmentally delayed adults.
- Portola Valley defines household as "…one or more people living together as the functional equivalent of a family where the residents share a single kitchen and form a single housekeeping unit by sharing living expenses, chores and/or meals, and are a close group with social and economic commitments to each other." Consistent with State law, this definition does not result in discrimination against unrelated persons living together.

Accessory Dwelling Unit (ADU) Provisions

Portola Valley revised its zoning ordinance provisions for second units in 2021 to comply with California law. A "second unit" which is now referred to as an "accessory dwelling unit" in state law and the Municipal Code means an attached or detached residential dwelling unit located on the same parcel as a main dwelling unit and which provides complete independent living facilities, including those for living, sleeping, eating, cooking and sanitation, for one household. ADUs and Junior ADUs (JADUs) are permitted on all parcels in all zoning districts to help achieve the Town's goals which include but are not limited to:

- Create new housing units while respecting the existing character of the town;

- Provide housing that responds to residents' changing needs, household sizes, and increasing housing costs, and provide accessible housing for seniors and persons with disabilities;
- Offer environmentally friendly housing choices with less average space per person and smaller associated carbon footprints; and
- Promote provision of affordable housing for people who work in town.

The Town's ADU ordinance allows one ADU and one JADU on all parcels smaller than 3.5 acres in all zoning districts, except on parcels that are subject to the fire safety exception for parcels that are smaller than 1 acre whose direct vehicular access is from a road or cul-de-sac which 1) has a single point of ingress/egress, and 2) has a width of less than 18 feet. This provision limits new ADUs in these areas due to concern related to access by emergency personnel and evacuation. Parcels with 3.5 or more acres are allowed to have two ADUs. All existing development restrictions in the base zoning district apply, including adjusted maximum floor area, impervious surface, height, setbacks, parking, site development, and outdoor lighting requirements, except as preempted by State law.

Ministerial review of ADUs and JADUs requires no public hearings, consistent with State law. An ADU or JADU application which qualifies for ministerial review is acted upon within 60 days of the date the Town receives a completed application. An ADU or JADU application made pursuant to an application for a main building may be delayed until a decision is made on the permit application to create the new main building.

Overall, the zoning ordinance provisions for ADUs comply with State law because standards are clearly set forth and are permitted as of right and can be administered ministerially as long as they do not exceed certain criteria. The Town continues to work to encourage production of ADUs, and this Housing Element includes additional actions to that end, as described in *Section 7, Goals, Policies, and Programs*.

On- and Off-Site Improvements

The subdivision ordinance includes standards for on-site and off-site improvements including roads, trails, paths, bike lanes, utilities, drainage facilities, street trees, and conservation easements. These standards allow development that is consistent with the natural environment of the town. Utility requirements, i.e., water, sewer, and electricity are typical for residential subdivisions. Street plantings are rarely required because the existing vegetation normally provides a natural setting. Conservation easements are occasionally required when appropriate to help preserve natural areas. Minimal contributions of land or fees are required to help preserve open space. Developers have found the requirements reasonable and that they enhance the quality of their projects.

In some parts of town, however, connections to required utilities and roads cannot be made. For instance, in most of the western hillsides, public roads and utilities are not available. As noted elsewhere in this Housing Element, the western hillsides are hazardous and comprise steep hillsides and canyons as well as large areas of landslides. Since these areas are not suitable for development, the lack of infrastructure does not pose a problem.

Road Requirements

The paved surfaces of roads have been set wide enough to allow for traffic but also as narrow as safety permits. Paving widths vary from 20 feet to 28 feet depending on the type of road. Since most properties include space for off-street parking, the roads are generally not designed for on-street parking. Right-of-way widths vary from 60 to 100 feet. In PUDs paving and rights-of-way can be varied to fit the design of the development.

Trails, Paths, and Bicycle Lanes

Portola Valley residents value the ability to ride horses, hike, and bicycle throughout the community. Accordingly, where these planned facilities pass through a proposed subdivision, the developer will be required to provide the facility and dedicate an easement that is normally 15 feet wide, or up to 30 feet in areas of particularly difficult terrain.

Utilities

California Water Service Company provides water throughout the town. The company has indicated it has sufficient capacity to meet the housing needs stipulated in this housing element. Gas and electrical utilities are normally readily available. Where required for public utility purposes, utility easements not less than 10 feet in width shall be provided within the subdivision.

Drainage

Given the low density of development in the town and extensive natural areas, most drainage is surface drainage that eventually flows into one of the three major creeks in the town. By and large, the only culverts are where drainage passes under roads. Drainage improvements, therefore, are a minimal requirement on developments. In some instances, a developer will be required to pay a fee to help offset downstream impacts from a development.

Conservation Easements

The Town may require conservation easements to protect natural vegetation, terrain, watercourses, waters, wildlife and for preventing or limiting erosion and drainage problems. Normally, these easements are on lands that are not suited for development and therefore do not interfere with well-planned developments.

Dedication and Land for Park or Recreational Purposes

In subdivisions of more than 50 lots, the subdivider must dedicate 0.005 acres of land for each anticipated resident of a subdivision. For subdivisions less than 50 acres, the subdivider must pay a fee based on the above requirement. In the town, no subdivisions of 50 lots or more are anticipated, so only small in-lieu payments can be expected.

Impact of Improvement Requirementson Cost and Supply of Housing

Fundamentally, the cost of land in Portola Valley is high. Subdivisions consequently are aimed at rather expensive housing. Given this context, the cost of improvements is a small portion

of the total cost of housing. There have been no instances in recent history where the applicant has appealed or otherwise challenged any of the requested dedications.

Inclusionary Housing Requirement

All new single-family homes in Portola Valley are custom built, and as a result, inclusionary housing is implemented differently in town than in other jurisdictions. Since 1991, Portola Valley has required all subdividers in town to provide 15% of their lots (for subdivisions with seven or more lots) or an in-lieu fee (for smaller subdivisions and fractional lots) to the Town for affordable housing. The original intention was for the Town to receive the land and arrange for the construction of the below market rate units. However, this approach was not practical because the Town could not secure an affordable housing developer to build such a small project. As a result, the Town has collected the in-lieu funds and is developing appropriate financial assistance programs with the Housing Element update process.

Some analysts believe that inclusionary housing requirements can sometimes act as a constraint on housing by either substantially raising the price of market rate housing or making housing too expensive to build. One subdivision with multiple units has been developed under this requirement and smaller lot splits have also been approved indicating that development can occur under this requirement. In addition, the Town's inclusionary housing program provides developers with a 10% density bonus to offset the costs of providing the land.

Because land prices in Portola Valley are high, development of affordable housing is very difficult without the inclusionary ordinance provisions or other direct intervention. Market rate housing in Portola Valley is only affordable to households with incomes well above the moderate range. Given the high cost of market rate housing in town, the effects of the inclusionary housing provisions on affordability are not a significant constraint to development.

Summary of Analysis of Land Use Controls

Portola Valley's land use controls were developed to fit the town's situation on the edge of the urban San Francisco Peninsula area, with complex and unstable geology, steep terrain, significant wildfire concerns, and the San Andreas Fault bisecting the town. Within this context, the controls the Town has adopted allow for flexibility to fit development to the land. For instance, development intensity is conditioned by steepness of slope, unstable geology, areas subject to flooding and remoteness from major roads. The development approval process results in development that is appropriate to the environment. The Town allows and encourages cluster development and planned developments whereby designs address site specific concerns and sustainability goals.

These natural constraints, including a location well removed from public transportation and significant employment centers, have led to low density development. The low densities permitted are appropriate for the environment and location, and to ensure the safety of residents.

Despite these constraints, the Town recognizes that a range of housing types can be appropriate in certain locations. Therefore, the Town allows multi-family housing in specified locations as set forth in the Affiliated Housing Program of this Housing Element. In addition, as part of this update, the Town is creating two multi-family districts and a mixed-use district.

Building Code

The Town of Portola has adopted the 2019 California Building Code, which establishes construction standards for all residential buildings developed within the State. The Town amends the Code as needed to further define requirements based on the unique local conditions of the town. The Code is designed to protect the public health, safety, and welfare of Portola Valley's residents.

Local Permit and Processing Procedures

The Town's processing and permit procedures protect the community interest while permitting safe and responsible new construction, additions, and remodeling on private property. A key aspect is the requirement for geologic investigations to ensure safe development in areas of the town mapped as potentially hazardous.

Subdividing

The Town's subdivision regulations reflect the complicated and unique features of the land such as soils, land movement potential and drainage capacity. A subdivision proposal includes the following steps:

1. Review of a preliminary map by Town staff and professional consultants;
2. Review and approval of the tentative map by the planning commission; and
3. Review and approval of the final map by the Town Council.

It is difficult to estimate the time needed for review and approval of a subdivision applications because they are uncommon and the factors that impact timing are unique for each proposal. Historically, subdivisions have only occurred for single-family detached homes on individual lots. The last significant subdivision was for the Blue Oaks development, a 30-lot hillside subdivision that was approved in the 1990s. There have been a few smaller subdivisions in recent years that took about two years to process because of ownership issues or unique physical characteristics of the site. Staff estimates that a small subdivision with limited environmental review would take approximately one year and a larger subdivision with a full environmental impact report would take approximately two or two and half years.

Lot by Lot Construction

Most residential development occurs on a lot-by-lot basis. As there are few vacant lots in town, most of the development is in the form of an addition/remodel or demolition of an existing house and construction of a new house in its place. More recently, most new home applications also now include an ADU. The process for residential development includes:

1. Preliminary design review at the staff level.
2. Architectural review by the Architectural and Site Control Commission (ASCC). Some projects are also subject to homeowners' association architectural review. These reviews are usually concurrent with ASCC review.
3. Review by the Planning Commission (only for proposals with grading exceeding 1,000 cubic yards).
4. Building permit review and approval.

The review process typically, including the first four steps listed above, takes from four months to one year. Another 8 to 12 weeks are then usually needed to process a building permit application. Prior to approving a building permit, Town staff and consultants review the plans, as well as outside agencies.

The Town's processing and permit procedures may take longer than in typical Bay Area communities because of the complexity of the environment. Most projects require a geotechnical investigation and review by the Town Geologist. Additionally, the process of upgrading septic systems or connecting to sewer can add several months or longer for complex cases. Staff and consultants work closely with developers to explain the process, expectations, and requirements necessary for approval. This attention given early in the process avoids delays in the long run by ensuring that the most appropriate project for the site is presented for approval.

ASCC Review Process

All new residential structures must be reviewed and approved by the Architectural and Site Control Commission (ASCC), whose decisions may be appealed to the Planning Commission. The ASCC process begins with a preliminary meeting with staff to discuss the applicant's initial ideas and outline the Town standards, regulations and design guidelines that would apply. The applicant then has the opportunity to revise the design before formally submitting the application. Simple projects, such as an addition or modest new home, are usually decided at that meeting. Most projects are acted on in no more than two meetings, although occasionally a complex project may take additional time. As a result, ASCC review typically takes approximately three months from formal submittal. (The Town experienced a backlog of projects during the COVID-19 pandemic that increased processing times during this period.)

All staff reports for the ASCC follow a standard format and address the same topics, which are set forth in the zoning ordinance and the design guidelines. Both the zoning ordinance and the design guidelines are written documents which applicants can consider in putting together their applications. The Town uses a standard format for the ASCC staff reports to give consistency to the review process and ensure that each application is considered in the same way as all others.

While the criteria are the same for each project, the specific physical conditions on an individual parcel of land may be unique. Given the prevalence of slope, geology, drainage and other physical issues throughout Portola Valley, individual consideration of each project is

necessary. The ASCC provides this individual consideration along with consistent application of standards and guidelines.

The ASCC review process is reasonable, based on written standards and guidelines and uses a standard format to ensure consistency in its decisions. The cost, as discussed below in the subsection on fees, deposits and exactions, is similar to the cost in other, similar communities, and is a very small percentage of the cost of a project given the high costs of land and construction in the town. For all these reasons, ASCC review does not act as a significant constraint to the provision of housing in Portola Valley.

Site Development Permit

The Site Development Ordinance establishes the framework for the removal of vegetation, including significant trees, and excavation and fill (grading) on a site. Persons conducting those activities are required to apply for a site development permit. Depending on the amount of grading, the application is acted on by either the staff, the Architecture and Site Control Commission, or the Planning Commission. Applicants can appeal a decision to the Town Council in a public hearing. This process is necessary to protect both the environment and the applicants, especially in steep and unstable areas. The process is the same for all applicants and does not act as a constraint to the development of housing.

Conditional Use Permit and Planned Unit Development Permit Processes

Most residential development in town is not required to obtain either a conditional use permit (CUP) or a planned unit development permit (PUD). Subdividers who would like flexibility in the development standards may apply for a PUD, and most subdivisions in recent years have used PUDs. Since Portola Valley treats PUDs as a type of CUP, the process is similar for both. The ASCC first reviews the application as an advisory body, and then the application moves to the Planning Commission for a decision. Neither CUPs nor PUDs require action by the Town Council unless the Planning Commission action is appealed.

The Affiliated Housing Program does require CUPs for development, as the institutions where these units are located are generally regulated with a CUP. This process allows greater flexibility than the base zoning for these sites. For example, at the Woodside Priory School, seven multi-family units were approved and built as workforce housing. To build these units, the Priory needed to amend its conditional use permit, a process that took approximately four months. The Priory has also received approval for a master plan that includes 11 additional housing units, six of which have recently been approved.

The cost for the permits is a very small percentage of the cost for the project as a whole and is not significant given the high costs of land and construction in Portola Valley. For these reasons, the CUP/PUD requirements for multi-family housing do not appear to be acting as a constraint on the provision of housing in the town—in fact, these permits provide flexibility for multi-family housing possible in Portola Valley.

Length of Time between Application Approval and Building Permit Application

Housing Elements are now required to provide an evaluation of the length of time between receiving approval from the city/town and applying for a building permit. Once a project is approved by the Town, such as the Architectural and Site Control Commission or Planning Commission, it is the applicant's responsibility to submit an application for a building permit. The time it takes can vary and is largely determined by the applicant. Factors include the time it takes to prepare the construction drawings and any necessary technical studies, preparation and recording of subdivision maps (if necessary), retaining contractors, and securing financing. Table 4-5 provides some examples of recent projects and the time it took between application approval and building permits or master home models. The time varies from 31 days to 43 days.

TABLE 4-5 LENGTH OF TIME BETWEEN APPLICATION APPROVAL AND BUILDING PERMIT APPLICATION, EXAMPLES

Project	Length of Time
107 Degas – New House	**38 Days**: 6-14-21 to 7-23-21
35 Possum – New House	**43 Days**: 8-18-21 to 9-30-21
Priory – Multifamily 6 Units	**31 Days**: 9-9-19 to 10-10-19

Source: Portola Valley, Planning & Building Department.

Fees, Deposits, and Exactions

To assist jurisdictions in meeting requirements for analysis of fees and permit processing, 21 Elements released a survey to all jurisdictions in San Mateo County. The survey asked about potential government constraints to housing, including impact fees, entitlement fees, building permit fees, and permit processing times. In conjunction with that survey, 21 Elements hired Century Urban, a San Francisco based real-estate consulting firm, to examine the cost of land and labor for new housing development in the County. Combined, those two data sets provide a basis for a preliminary examination of constraints for jurisdictions in San Mateo County.

Participation in the 21 Elements government restraints survey was excellent, with 18 of 21 jurisdictions participating. While not all the respondents answered all the questions, the high overall participation results in a meaningful look at the landscape of government-imposed fees in San Mateo County. 21 Elements distributed the survey in November 2021 and accepted results through February 2022.

The survey asked jurisdictions to calculate fees for three hypothetical housing developments: a single-family house, a 10-unit apartment building, and a 100-unit apartment building.

Single-Family Home – Participants were asked to estimate fees for one of two, hypothetical single-family home developments:

- 2,600-square-foot house with 500-square-foot garage. The house is two stories tall with four bedrooms and two bathrooms. The house is constructed on an empty lot in an existing neighborhood and requires no significant grading or other complications.

- 5,000-square-foot house with 1,000-square-foot garage. House is two stories tall with four bedrooms and three bathrooms. The house is constructed on an empty lot in an existing neighborhood and requires no significant grading or other complications.

Three other Jurisdictions, including Atherton, Woodside, and Unincorporated San Mateo – chose to estimate fees for the larger house. All other respondents estimated fees for the smaller house. For purposes of comparison, all the data are presented in the same table, regardless of which size hypothetical house was chosen.

Small Multi-Family – Jurisdictions were asked to estimate the fees for a hypothetical development with 10 units with moderate complexity.

Large Multi-Family – Jurisdictions were asked to estimate fees for a 100-unit development.

The Portola Valley fees estimated for the prototypical single-family project are shown in Table 4-6. Town entitlement fees are likely higher than other communities due to the detailed engineering and geotechnical review that happens early in the process.

TABLE 4-6: FEES FOR A HYPOTHETICAL SINGLE-FAMILY HOME

Jurisdiction	Entitlement Fees	Building Permit Fees	Impacts Fees	Other Fees	Total
Atherton	1,520	13,363	0	1,058	15,941
Brisbane	0	4,300	10,608	10,032	24,940
Burlingame	3,645	49,500	16,280	0	69,425
Colma	0	6,760	0	0	6,760
Daly City	0	19,128	15,682	0	34,810
East Palo Alto	6,342	6,606	51,717	39,576	104,241
Foster City	3,000	64,886	9,854	0	77,740
Half Moon Bay	4,019	3,750	36,500	8,300	52,569
Hillsborough	7,951	48,891	11,904	14,250	82,996
Millbrae	7,397	--	83,213	0	90,610
Pacifica	11,000	10,803	11,922	0	33,725
Portola Valley	**15,954**	**30,753**	**0**	**6,216**	**52,923**
Redwood City	1,493	4,952	14,350	0	20,795
San Bruno	5,000	28,000	25,209	0	58,209
San Mateo	4,979	43,844	50,180	0	99,003
South San Francisco	1,490	476	54,944	0	56,910
Unincorporated San Mateo	420	28,013	7,996	0	36,429
Woodside	1,980	35,497	33,480	0	70,957

Source: 21 Elements, 2022.

The total fees per unit are compared to all San Mateo County jurisdictions below in Table 4-7.

TABLE 4-7: TOTAL FEES PER UNIT COMPARISON: SAN MATEO COUNTY JURISDICTIONS (INCLUDES ENTITLEMENT, BUILDING PERMITS, AND IMPACT FEES)

Jurisdiction	Single-Family	Small Multi-Unit	Large Multi-Unit
Atherton	$15,941	No Data	No Data
Brisbane	$24,940	$11,678	No Data
Burlingame	$69,425	$30,345	$23,229
Colma	$6,760	$167,210	$16,795
Daly City	$24,202	$32,558	$12,271
East Palo Alto	$104,241	No Data	$28,699
Foster City	$67,886	$47,179	$11,288
Half Moon Bay	$52,569	$16,974	No Data
Hillsborough	$71,092	No Data	No Data
Millbrae	$97,756	$6,824	$55,186
Pacifica	$33,725	$40,151	No Data
Portola Valley	**$52,923**	**No Data**	**No Data**
Redwood City	$20,795	$18,537	$62,696
San Bruno	$58,209	$72,148	$39,412
San Mateo	$99,003	$133,658	$44,907
South San Francisco	$81,366	$76,156	$32,471
Unincorporated San Mateo	$36,429	$27,978	$10,012
Woodside	$70,957	$82,764	No Data

Source: 21 Elements, 2022.

Since Portola Valley does not currently have any multi-family projects that fit these scenarios, there was no data to include. However, the Town has processed one project that is similar; the permit fees per unit for the six-unit project at the Priory School was approximately $12,000 per unit. This is well below the per-unit fees in other communities but did not require environmental review. As part of this update, the Town will be creating two multi-family districts.

Total fees as a percentage of total development costs can be found in Table 4-8. Portola Valley's fees are 1% of total development cost which is among the lowest of the County.

TABLE 4-8: TOTAL FEES AS A PERCENTAGE OF TOTAL DEVELOPMENT COSTS

Jurisdiction	Single-Family	Small Multi-Family	Large Multi-Family
Atherton	0%	No Data	No Data
Brisbane	1%	1%	No Data
Burlingame	3%	4%	3%
Colma	0%	17%	2%
Daly City	1%	4%	2%
East Palo Alto	4%	No Data	4%
Foster City	3%	6%	2%
Half Moon Bay	2%	2%	No Data
Hillsborough	3%	No Data	No Data
Millbrae	2%	8%	7%
Pacifica	1%	5%	No Data
Portola Valley	**1%**	**No Data**	**No Data**
Redwood City	1%	2%	8%
San Bruno	2%	8%	5%
San Mateo	4%	14%	6%
South San Francisco	3%	9%	4%
Unincorporated San Mateo	1%	3%	1%
Woodside	2%	9%	No Data

Note: The above table is calculated using average soft costs (including an average of jurisdiction charged fees) and average land costs for the county. A more precise determination of fees as a percentage of total development costs can be calculated using jurisdiction specific land costs and fees.
Source: 21 Elements.

Portola Valley's fees per unit, including the percentage of total development costs and a comparison to the median of fees are shown in Table 4-9.

TABLE 4-9: SUMMARY OF PORTOLA VALLEY FEES COMPARED TO MEDIAN

Project Type	Fees per Unit	Percentage of Total Development Cost	Median of Fees for 21 Jurisdictions
Single-Family	$52,923	1%	$55,566
Multi-Family in Small Project	No data	No data	$36,355
Multi-Family in Large Project	No data	No data	$28,699

Source: 21 Elements.

Development Impact Fees are one-time charges levied on new developments and serve as tools to mitigate the impacts of new development by funding a range of capital programs required to address needs related to that development, including transportation, parks, and utilities (such as water, sewer, and storm drain). Other than a park in lieu fee under the Quimby Act for subdivisions, the Town does not currently have any impact fees; however, projects that connect to the West Bay Sanitary District are charged fees and construction costs that are outside of the Town's control.

Infrastructure and Public Service Constraints

The infrastructure and level of public services in the Town is geared to a small, dispersed population. Many of the roads are narrow and winding with restricted capacity. SamTrans along Portola and Alpine Roads (Bus 85) provide limited bus service. Only a portion of the Town is served by sanitary sewers. On-site disposal systems are used in much of the Town, and in many areas, successful disposal requires large sites because of adverse soils and drainage conditions. Most local public services are provided by special districts or San Mateo County under contract. The Woodside Fire Protection District provides fire protection services. The County Sheriff provide police services. The Town has limited control over the quality and quantity of these services.

The Town government operates on a minimal budget with a small staff. The Town's ability to undertake major programs to provide housing is severely constrained by fiscal realities and limited staff time. As a result, housing programs with high administrative demands have not been practical for the Town and have been avoided.

To mitigate the constraints pertaining to public services, this Housing Element update provides for affordable housing on sites with current access to services or in locations where connections are feasible. In-lieu fees collected through the inclusionary housing program may also be used to help cover costs when no other source is available.

NON-GOVERNMENTAL CONSTRAINTS

Non-governmental constraints are those that are generated by the economic and social environment which are beyond the control of local governments. Some of the impacts of non-governmental constraints can be offset to a minimal extent by local governmental actions, but usually the effects are localized and have little influence on the housing need in the jurisdiction or market area.

HOUSING DEVELOPMENT COSTS

As part of the 21 Elements collaboration, Century|Urban and Baird + Driskell performed research on the development costs of certain residential prototypes in San Mateo County as well as the unit mixes of residential projects delivered since 2013. The estimated prototype project costs described in this subsection reflect high-level averages and do not represent any specific project budget. Project costs vary by geography, topography, site conditions, finish level, entitlement and permit status, contractor type, and time among other factors. The data presents over 100 projects and over 13,000 units and as such is informative with respect to the types and sizes of units built during the period surveyed. Non-governmental constraints to affordable housing are traditionally considered to consist of three major factors: land costs, cost of construction, and availability of financing.

Price of Land

Land costs include acquisition and the cost of holding land throughout the development process. Due in part to the desirability of the region and because land is in short supply, land costs in San Mateo County are high. These costs can account for as much as half of the final sales prices of new homes in small developments or in areas where land is scarce. These costs vary both between and within jurisdictions based on factors like the desirability of the location and the permitted density with, multi-family and mixed-use land costing more.

The extremely high cost of land in Portola Valley is the most significant constraint on the development of affordable housing in the Town. For typical multi-family construction in San Mateo County, Century|Urban reports estimates of land costs at approximately $100,000 per unit in San Mateo County but noted a range of land costs between $40,000 to $160,000 per unit.

To generate single-family land values, Century|Urban collected sales data for land lots totaling 1 acre or less which transacted over the past three years. Table 4-10 below represents the available single-family home lot sales data points collected, which demonstrates that land sites up to 1 acre can range from $1,325,000 to $3,000,000, a price that is probably too high to allow the development of affordable housing under market conditions. Further, most sites in Portola Valley are above 1 acre and have an even higher value than what is shown in Table 4-10. However, homes on smaller sites are typically in the older neighborhoods of Portola Valley with older or more modest homes.

The challenge from the Town's perspective is to provide affordable housing opportunities in the face of extreme market pressure, while at the same time preserving the characteristics that make Portola Valley a desirable place in which to live. The Town's housing programs attempt to mitigate the effects of these market conditions. To offset the high cost of land, the inclusionary housing program provides affordable housing, including land. The affiliated multi-family housing program allows increased density, reducing costs per unit. The ADU program provides the opportunity for construction of second units by the private market with essentially no land cost. As previously mentioned, as part of this update, the Town will also be creating a multi-family district and mixed-use district.

Cost of Construction

Construction costs, which can comprise a significant portion of the sales price of a home, are one of the major cost factors with residential development. Construction costs include both hard costs, such as labor and materials, and soft costs, such as architectural, geotechnical, and engineering services, development fees and insurance. As noted above, costs will vary by geography, topography, site conditions, finish level, entitlement and permit status, construction type, and time among other factors.

The cost of construction can also constrain housing production, particularly for affordable housing. Residential construction in Portola Valley is comparable to the neighboring communities of Woodside, Palo Alto, and Atherton.

TABLE 4-10: SAN MATEO COUNTY SINGLE-FAMILY LAND SITES UP TO 1 ACRE, 2018-2021

Jurisdiction	Available Data Points	Per Square Foot				Per Single-Family Home			
		Minimum	Maximum	Median	Average	Minimum	Maximum	Median	Average
Moss Beach	19	$14	$117	$64	$64	$125,000	$582,500	$375,000	$335,053
Woodside	4	$10	$88	$24	$36	$150,000	$2,000,000	$377,250	$726,125
South San Francisco	4	$33	$89	$59	$60	$165,000	$3,800,000	$431,000	$1,206,750
Montara	12	$23	$269	$65	$79	$275,000	$1,750,000	$439,000	$533,917
Half Moon Bay	33	$1	$324	$75	$91	$5,000	$2,300,000	$447,000	$514,455
Pacifica	6	$14	$105	$70	$63	$300,000	$925,000	$447,000	$500,000
Belmont	12	$2	$721	$56	$118	$55,000	$4,470,000	$495,000	$960,583
East Palo Alto	5	$72	$135	$92	$100	$235,000	$3,550,000	$675,000	$1,379,600
Redwood City	18	$6	$345	$129	$145	$50,000	$5,350,000	$825,000	$1,170,250
Emerald Hills	2	$125	$132	$129	$129	$975,000	$980,000	$977,500	$977,500
San Bruno	2	$179	$207	$193	$193	$560,000	$1,500,250	$1,030,125	$1,030,125
San Carlos	11	$2	$405	$94	$126	$29,000	$2,980,000	$1,100,000	$1,214,455
San Mateo	1	$500	$500	$500	$500	$1,500,000	$1,500,000	$1,500,000	$1,500,000
Portola Valley	**4**	**$47**	**$129**	**$58**	**$73**	**$1,325,000**	**$3,000,000**	**$1,578,000**	**$1,870,250**
Burlingame	1	$125	$125	$125	$125	$1,600,000	$1,600,000	$1,600,000	$1,600,000
Menlo Park	3	$165	$591	$459	$405	$2,580,000	$6,500,000	$2,780,000	$3,953,333
Millbrae	1	$239	$239	$239	$239	$3,080,500	$3,080,500	$3,080,500	$3,080,500
Hillsborough	3	$85	$306	$116	$169	$3,050,000	$8,000,000	$4,000,000	$5,016,667
Atherton	2	$147	$208	$178	$178	$2,500,000	$6,400,000	$4,450,000	$4,450,000
Total	**143**	**$1**	**$721**	**$84**	**$110**	**$5,000**	**$8,000,000**	**$510,000**	**$1,026,691**

Source: Century|Urban, 2022.

The costs average around $350-$450 per square foot. These high costs, however, are often a result of homeowners' choices to use unique designs and expensive materials.

The price paid for material and labor at any one time will reflect short-term considerations of supply and demand. Future costs are difficult to predict given the cyclical fluctuations in demand and supply that in large part are created by fluctuations in the state and national economies. Such policies unilaterally impact construction in a region and therefore do not deter housing construction in any specific community. According to data from the California Construction Cost Index, hard construction costs in California grew by 44% between 2014 and 2018, or an additional $80 per square foot.[2] Between 2020 and 2021 alone, construction costs increased 13.4%. Construction costs are estimated to account for upwards of 60% of the production cost of a new home, especially for multi-unit residential buildings which often require the use of more expensive materials, like steel, and need additional amenities such as parking structures.[3]

For San Mateo County, construction costs for multi-unit buildings vary based on the form of parking (structure vs. surface) in addition to other environmental factors such as topography, pre-existing structures etc. For a small multi-family development with surface parking, Century|Urban estimates hard costs at $521,500 per unit and soft costs at $165,000 per unit for a total cost including land of $786,500 per unit.

In terms of labor, the California Labor Code applies prevailing wage rates to public works projects exceeding $1,000 in value. Public works projects include construction, alteration, installation, demolition, or repair work performed under contract and paid for in whole or in part out of public funds.

A factor contributing to the high construction costs on the Peninsula is the scarcity of construction labor. Contractors have difficulty attracting and retaining workers because most cannot afford to live in the area on construction labor wages. Many construction workers must commute long distances from their jobs to more affordable housing.

AVAILABILITY OF FINANCING

The availability of capital to finance new residential development is a significant factor that can impact both the cost and supply of housing. Two types of capital are involved in the housing market: 1) capital used by developers for initial site preparation and construction and 2) capital for financing the purchase of units by homeowners and investors. Interest rates substantially impact home construction, purchase, and improvement costs. Fluctuation in interest rates can have a significant impact on costs for construction or purchase, as well as impact whether a potential buyer can qualify for a loan. Following several years of historically low interest rates, the expectation is that interest rates are likely to rise in 2022 and beyond.[4]

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[2] Hayley Raetz, Teddy Forscher, Elizabeth Kneebone and Carolina Reid. The Hard Costs of Construction: Recent Trends in Labor and Materials Costs for Apartment Buildings in California. The Terner Center for Housing Innovation, University of California Berkeley, March 2020, p. 8, http://ternercenter.berkeley.edu/uploads/Hard_Construction_Costs_March_2020.pdf.

[3] Ibid, page 4.

[4] Kiplinger. Interest Rates: The Fed Gets Aggressive, April 14, 2022, https://www.kiplinger.com/economic-forecasts/interest-rates#:~:text=Expect%20the%20Treasury%2010%2Dyear,from%204.2%25%20to%204.7%25.

Table 4-11 summarizes the total number of home loans applied for, approved (and originated), and denied within the San Jose-San Francisco-Oakland MSA. In 2020, a total of 97,147 applications for home loans were submitted within the MSA. Of these loan applications, over 66% were approved and originated while approximately 11% of applications were denied. This percentage of loan approvals and denials vary throughout the MSA by income group. As anticipated, there is a direct relationship between household incomes and home loan application approvals and denials. As depicted in Table 4-11 as household incomes rise, the percentage of home loans denied decreases and the percentage of loans approved increases. Similarly, as household income falls, the percentage of home loan applications denied increases and the percentage of loans approved decreases. This data suggests it is much more difficult for lower-income households in the MSA to obtain home loan financing than higher-income households. This difficulty has the potential to directly affect the production and rehabilitation of housing units serving lower-income households, throughout the MSA.

TABLE 4-11: DISPOSITION OF APPLICATIONS BY INCOME OF APPLICANT, 2020

Income Group	Total Loan Applications	Loans Originated	Applications Denied	Percentage Denied
<50% MFI	6,876	3,095	1,924	28%
50-79% MFI	12,351	7,792	1,793	14.5%
80-99% MFI	5,052	3,371	543	10.7%
100-119% MFI	15,158	10,462	1,502	9.9%
>120% MFI	57,710	39,177	5,059	8.8%
Total	**97,147**	**63,897**	**10,821**	**11.1%**

Note: MSA 41884 – San Jose-San Francisco-Oakland. MFI: Median Family Income
Source: Home Mortgage Disclosure Act (HMDA) Data, 2020.

Interest Rates

Interest rates can influence the borrowing activity of those seeking to purchase a home or existing homeowners looking to repair their residences. When interest rates are relatively low, loans are considered more advantageous to borrow than when interest rates are higher. Figure 4-1 below shows the average federal interest rate between February 2019 and January 2022. During this time, interest rates have been at historic lows and are not likely a significant constraint on constructing or purchasing housing. However, even with the lower interest rates, lower-income households still face significant obstacles to purchasing a home due to the high home prices in the Bay Area and difficulty meeting down payment requirements.

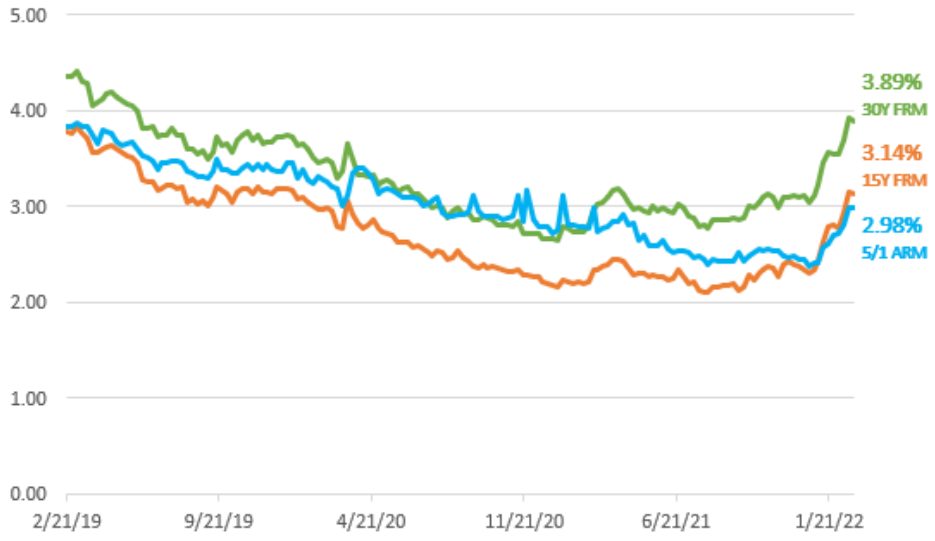


FIGURE 4-1: U.S. AVERAGE INTEREST RATES – FEBRUARY 2019 – JANUARY 2022

Source: Freddie Mac Primary Mortgage Market Survey.

Most homes in Portola Valley are custom-built homes funded by individual households. Financing for this type of construction is more difficult to obtain now that banks have increased their requirements. However, financing is no more of a constraint in Portola Valley than in other communities in the Bay Area. In fact, loans for individual homes may currently be easier to obtain than loans for speculative housing developments.

NON-GOVERNMENTAL CONSTRAINTS SPECIFIC TO PORTOLA VALLEY

NEIGHBORHOOD OPPOSITION

Opposition from neighbors can be a significant obstacle to obtaining approvals for new housing developments. Most notably, developments that are multi-family or low-income housing draw the most public opposition because they are perceived to take away from the existing rural character, increase traffic congestion, raise fire safety concerns, and put further strain on limited infrastructure capacity. Town officials and developers can work to assuage these concerns by implementing objective design standards for multi-family development that help preserve the town's rural environment and educating the public about the benefits of increasing affordable housing in the town to help reduce long commutes for workers. Undergoing a thorough public planning process to address and develop clear and explicit requirements can combat public opposition.

ENVIRONMENTAL CONSTRAINTS

The Town of Portola Valley has identified areas where land development should be carefully controlled to ensure public health and safety. The following hazards may impact future development of residential units in the town.

Geologic and Seismic and Flooding Hazards

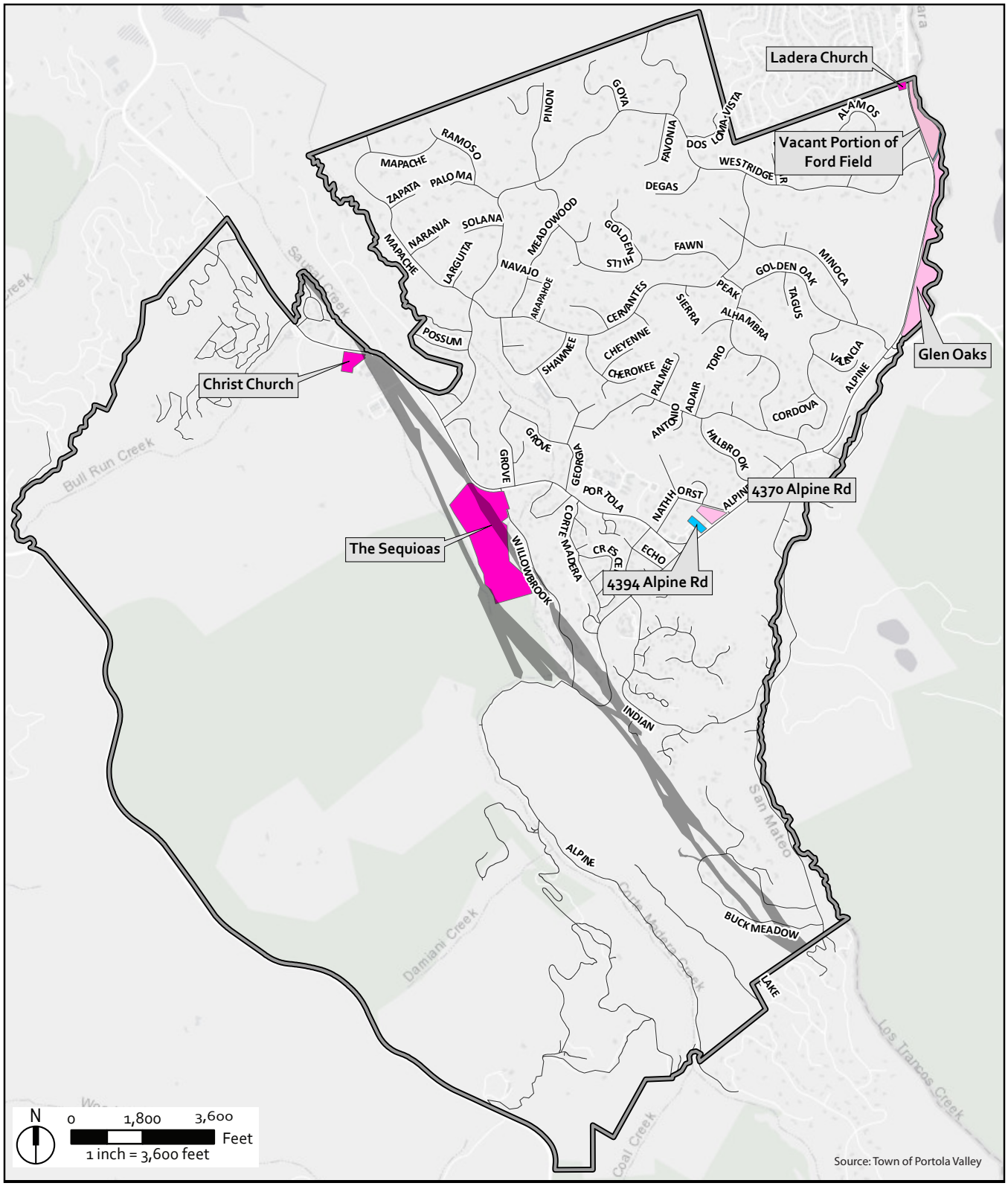
As mentioned in the beginning of this section, the town's geologic setting in steep and often hazardous terrain does constrain the amount and types of housing that can be built. In addition, the Midpeninsula Regional Open Space District is an important source of open space for hiking and recreational uses for the region. The land preserved provides habitat for wild animals and plants and protecting water and air quality, and therefore the low-density housing pattern and the clustering of development in the town serves to protect this important regional resource.

San Mateo County is in a region of high seismicity because of the presence of the San Andreas Fault that bisects the county (and the town), the Hayward Fault across the bay to the east, and the San Gregorio Fault to the west. The primary seismic hazard for Portola Valley is potential ground shaking from these three large faults.

The Town of Portola Valley also has both 1 percent and 0.2 percent annual chance flood zones as defined by the Federal Emergency Management Agency (FEMA). In the past, Portola Valley has experienced minor flooding in areas adjacent to streams. These areas include portions of the natural floodplains of Corte Madera, Sausal, and Los Trancos creeks, and locations where inadequate or obstructed drainage facilities have been unable to contain peak flows.

To protect the residents and properties of Portola Valley, the Safety Element includes policies and implementation actions including review of the Town's Geologic Map and Ground Movement Potential Map and Federally issued Flood Insurance Rate Maps during development application review and a site-specific fault investigation for structures within an Earthquake Fault Zone.

The Town mapped several hazards constraints to inform the sites selection process and determine areas safest for future development. This included fault setbacks, flood zones, and least stable soil types (based on the Town's Ground Movement Potential Map) (see Figures 4-2 through 4-4).



Portola Valley Jurisdictional Boundary

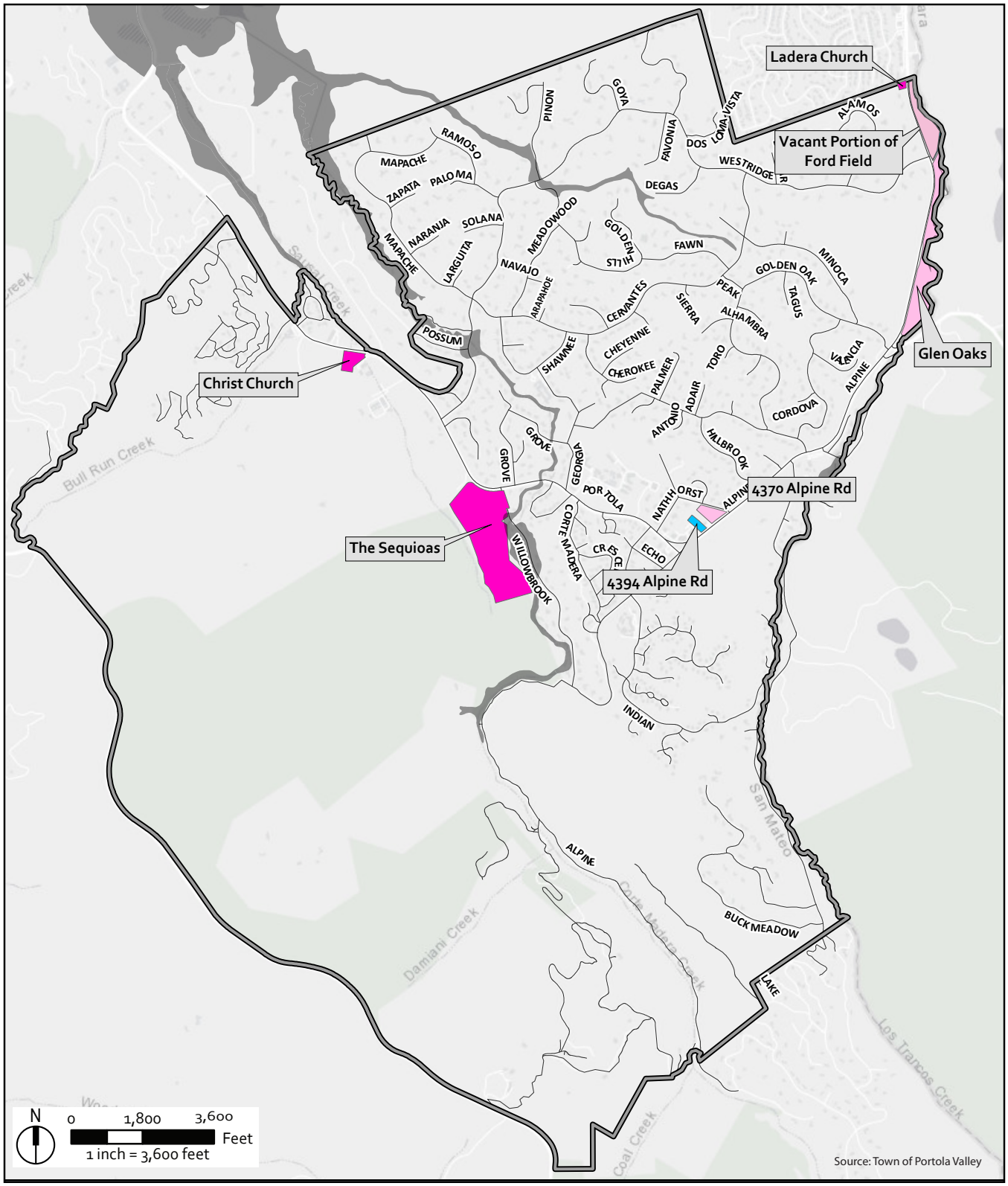
Vacant Housing Sites

Non-Vacant Housing Sites (Not Affiliated)

Non-Vacant Affiliated Housing Sites

Fault Setbacks

Figure 4-2
Sites Inventory With Fault Setbacks



Portola Valley Jurisdictional Boundary

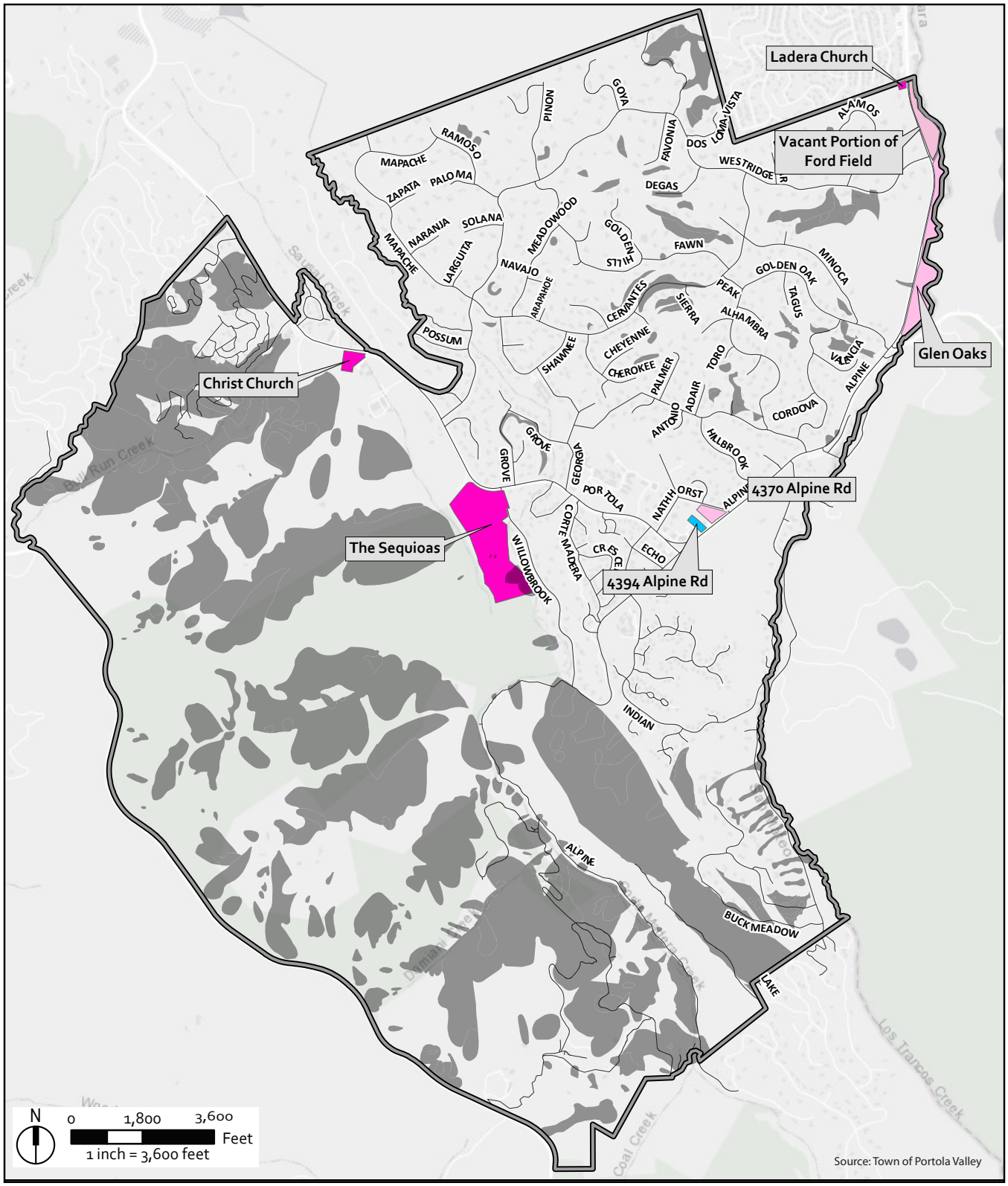
Vacant Housing Sites

Non-Vacant Housing Sites (Not Affiliated)

Non-Vacant Affiliated Housing Sites

Flood Zones

Figure 4-3
Sites Inventory With Flood Zones



Portola Valley Jurisdictional Boundary

Vacant Housing Sites

Non-Vacant Housing Sites (Not Affiliated)

Non-Vacant Affiliated Housing Sites

Least Soil Stability

Figure 4-4

Sites Inventory With Ground Movement Potential - Least Soil Stability

Wildfire Hazards

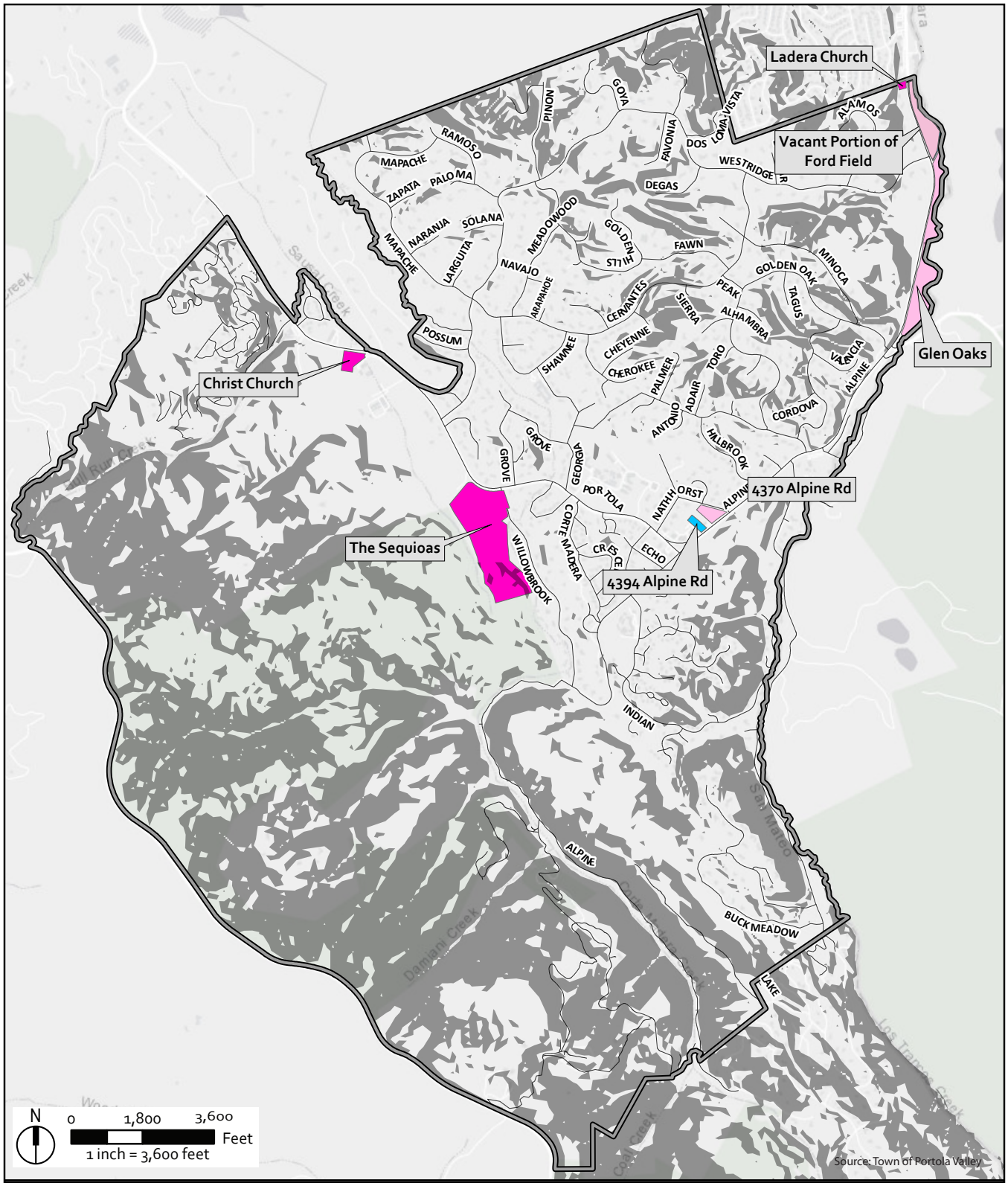
Portola Valley is also characterized by steep canyons and gullies, with dense vegetation, including thick brush and trees, interspersed throughout its residential neighborhoods. The town is bounded to the south, east, and west by open space land uses: Windy Hill Open Space Preserve, Pearson-Arastradero Preserve, and Thornwood Open Space Preserve, respectively. The deep canyons that dominate the topography creates difficult-to-access areas where vegetation management is difficult to accomplish; in addition, east-west oriented canyons create funnels for strong autumn winds, which tend to blow from the east or west and amplify wildfire hazards.[5]

The climate in San Mateo County is Mediterranean and characterized by warm, dry temperatures accompanied by wind. The topography, fuel conditions, and climate combine to make Portola Valley and surrounding areas at risk for wildfire. Historic weather data suggests that the greatest wildfire threat may be driven by eastern winds, which are typically drier and less common; therefore, areas where the topography aligns with the dominant fire-season winds (east-west oriented canyons) face a higher likelihood of extreme wildfire behavior.[6]

In the event of a fire emergency, the Portola Valley planning area is served by the Woodside Fire Protection District, Cal Fire, and Stanford University. Northern and eastern portions of the planning area are also served by the Menlo Park Fire Protection District and the Palo Alto Fire Department. Woodside Fire Protection District Station #8 serves Portola Valley. All of these fire protection services fight both structural and wildland fires.

To protect the residents and properties of Portola Valley, the Safety Element includes policies and programs that promote new development outside of the Very High Fire Hazard Severity Zone, require private vegetation management, expand the Town's home hardening ordinance, and incorporating the Woodside Fire Protection District's forthcoming fire hazard and risk assessment findings. Until this analysis is complete, the Town has mapped slopes greater than 30%, parcels with single evacuation routes, and CalFire's Very High Fire Hazard Severity Zones to ensure future development occurs in areas with the least amount of known wildfire risk (see Figures 4-5 through 4-7).

[5] Deer Creek Resources, 2022, op. cit.
[6] Ibid.



Portola Valley Jurisdictional Boundary

Vacant Housing Sites

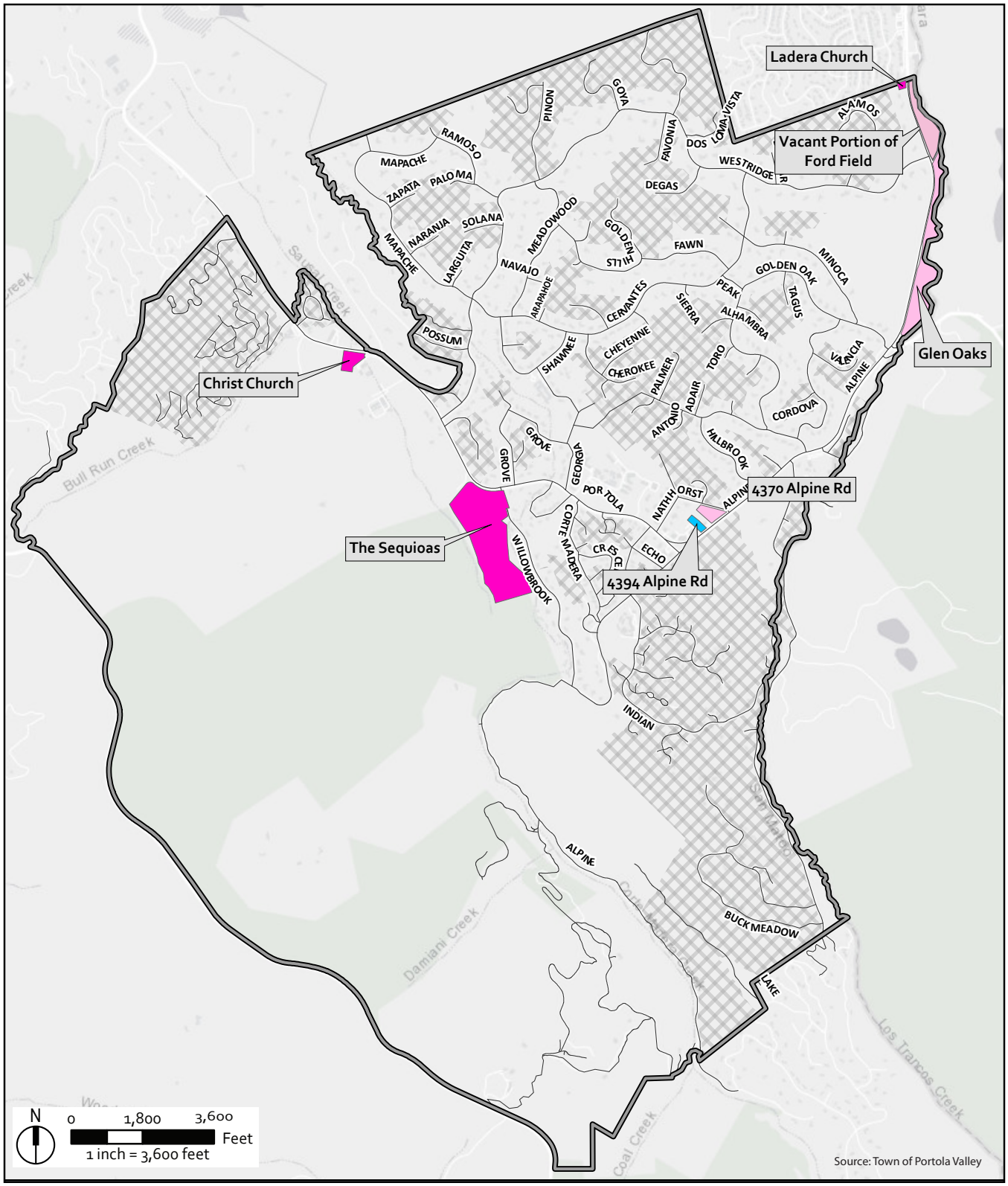
Non-Vacant Housing Sites (Not Affiliated)

Non-Vacant Affiliated Housing Sites

Slopes Greater Than 30%

Figure 4-5

Sites Inventory With Slopes Greater Than 30%



Portola Valley Jurisdictional Boundary

Vacant Housing Sites

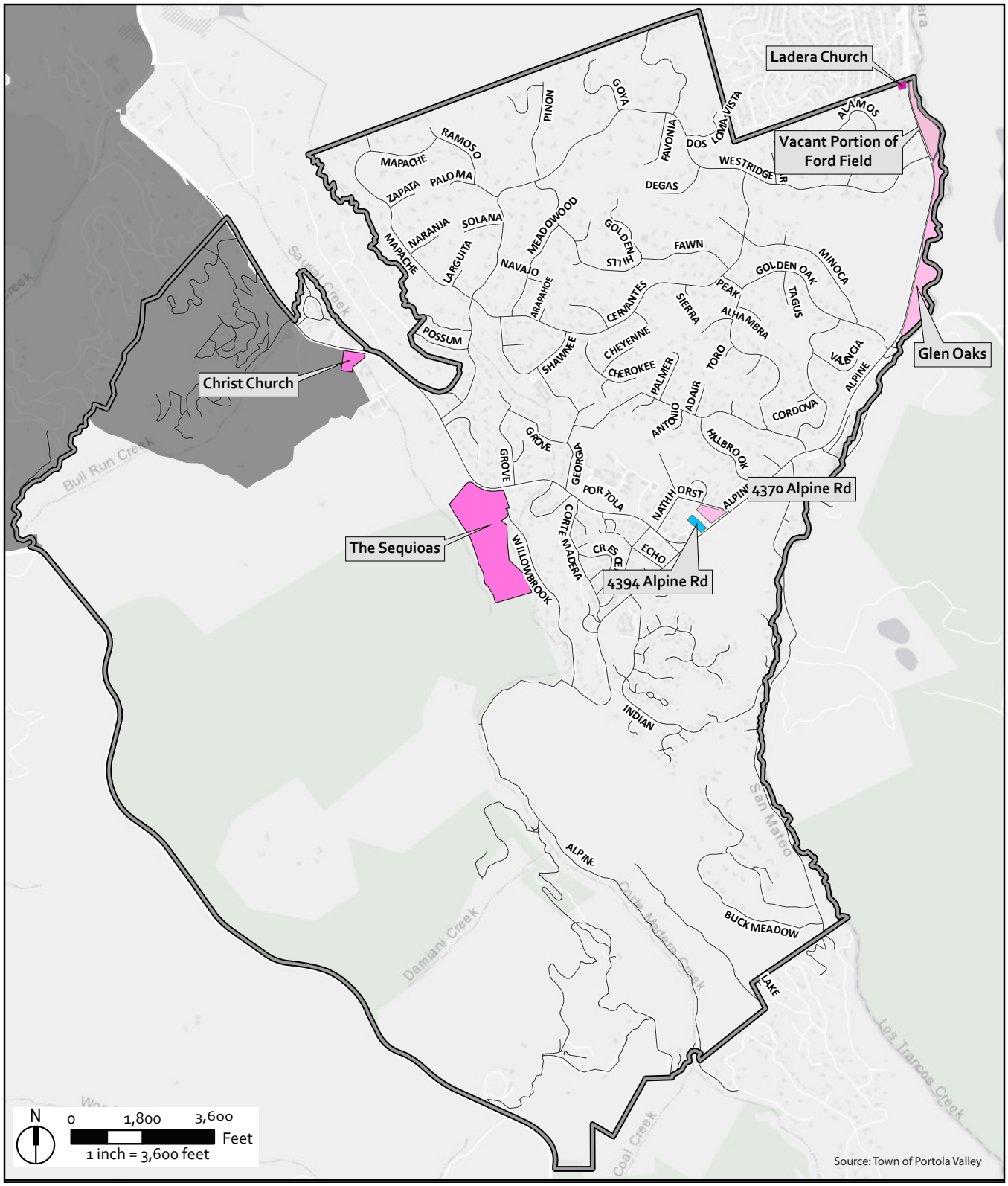
Non-Vacant Housing Sites (Not Affiliated)

Non-Vacant Affiliated Housing Sites

Parcels With Single Evacuation Route

Figure 4-6

Sites Inventory With Parcels With Single Evacuation Routes



Portola Valley Jurisdictional Boundary

Vacant Housing Sites

Non-Vacant Housing Sites (Not Affiliated)

Non-Vacant Affiliated Housing Sites

Very High Fire Hazard Zones

Figure 4-7

Sites Inventory With Very High Fire Hazard Zones

Attachment 1: Memo from Century Urban, San Mateo and Santa Clara Counties Development Cost & San Mateo County Unit Mix Research, dated April 7, 2022.

BAIRD + DRISKELL

TO: Baird + Driskell

FROM: Century Urban, LLC

SUBJECT: San Mateo and Santa Clara Counties Development Cost & San Mateo County Unit Mix Research

DATE: April 7, 2022

Century | Urban has been engaged by Baird + Driskell to perform research on the development costs of certain residential prototypes in San Mateo and Santa Clara Counties as well as the unit mixes of residential projects delivered since 2013 in San Mateo County. The research findings shown below in Exhibits 1, 2, 3, and 4 are based on Century | Urban's recent work on other assignments as well as on third-party data sources, further detailed below, which Century | Urban considers credible but has not independently verified.

The estimated prototype project costs shown below reflect high-level averages and do not represent any specific project budget. Project costs vary by geography, topography, site conditions, finish level, entitlement and permit status, contractor type, and time among other factors. Key elements of the prototypes were provided by Baird + Driskell.

The San Mateo County unit mix results represent the data available to Century | Urban through its research and does not represent every project built in each market or market-level conclusions. However, the data does present over 100 projects and over 13,000 units and as such is informative with respect to the types and sizes of units built during the period surveyed.

With respect to the unit mix data, please note that a lack of data for a given city does not necessarily mean that no projects or units were built in that city, but rather that no relevant data was available for that city.

Land prices range substantially across the surveyed transactions. To convey the range of land costs reviewed, Century | Urban provided the averages of the bottom third of the land sales, the middle third, and the highest third. Further detail on the land sales that were available is reflected in Exhibits 3 and 4.

Research and Data Sources

The estimates shown below are based on data and sources including but not limited to: similar projects Century | Urban has underwritten and/or priced; specific project economics Century | Urban has reviewed; direct conversations with developers and cost estimators; database research including CoStar, MLS, Redfin, and title databases; online research sources including City and project websites; market reports compiled by real estate sales and research organizations; and, Century | Urban's general experience assessing residential project feasibility in the San Francisco Bay Area.

Single Family Home Land Price Data

To generate the single-family land values utilized in the development cost estimates, Century | Urban collected sales data for land lots totaling one acre or less which transacted over the past three years across the surveyed jurisdictions in San Mateo and Santa Clara counties. Over 250 data points were collected. The data does not include properties with existing homes or infrastructure that were redeveloped as new single-family homes, and the data for some cities is limited.

As the data collected is not comprehensive, summaries and averages may be valuable for reaching overall conclusions about the range of land prices in the counties, but they may or may not be representative of a given city's average or median land price or the land price for a given parcel. The table in Exhibit 3 should therefore be reviewed noting the limited number of data points for certain cities. Land prices vary substantially by location, topography, site conditions, shape of the parcel, neighboring uses, access, noise, and many other factors. In addition, completed sales are necessarily past transactions and may not represent the current state of the market and expected future land sale prices.

Multi Family Home Land Price Data

Century | Urban collected available multi family land sales data from 2013 to the present in San Mateo and Santa Clara counties. Over 65 data points were collected. In certain cases, the multi family projects designated for the sites have not been completed. In those cases, Century | Urban based unit counts based on approved or the reported number of units planned. The data includes both sites with for-rent and for-sale projects.

Similar to the single family data points, the available information is not comprehensive and is more informative at a county level. Summaries and averages by city may not be valuable for reaching definitive conclusions about a given city's average or median land price or the land price for a given parcel. Particularly in cities with a less than five data points, any given sale or set of sales could represent an outlier or outliers which may affect median and average calculations. As noted above, land prices vary substantially by location, topography, site conditions, shape of the parcel, neighboring uses, access, noise, and many other factors. In addition, completed sales are necessarily past transactions and may not represent the current state of the market and expected future land sale prices.

Exhibit 1: Total Development Cost: Single-family

Baird and Driskell

Total Development Costs - San Mateo and Santa Clara Counties

Large numbers rounded to nearest $'000 or nearest $'0,000

			Single Family Small		Single Family Large	
			Total	$ / SF	Total	$ / SF
Prototype Elements						
1)	Gross Residential Square Feet		2,600		5,000	
Hard Costs						
1)	Residential Hard Costs		$1,040,000	$400	$2,500,000	$500
2)	Site improvements and utilities					
3)	Grading and erosion control					
4)	Parking Hard Costs					
5)	Contingency	5%	$52,000	$20	$125,000	$25
Total Hard Costs			$1,092,000	$420	$2,625,000	$525
Soft Costs						
1)	Soft Costs	25.0%	$270,000	$104	$660,000	$132
2)	City Fees		$75,000	$29	$75,000	$15
3)	Soft Cost Contingency	5%	$20,000	$8	$40,000	$8
Total Soft Costs			$365,000	$133	$775,000	$147
	% of hard costs		*33%*		*30%*	
Land Costs			Total	Per SF Bldg	Total	Per SF Bldg
1)	Land Costs - San Mateo		$1,030,000	$396	$1,030,000	$206
2)	Land Costs - Santa Clara		$1,320,000	$508	$1,320,000	$264
Single Family Land Cost Range						
SFH Land - Lower Price Tier			$210,000	$81	$210,000	$42
SFH Land - Middle Price Tier			$730,000	$281	$730,000	$146
SFH Land - Higher Price Tier			$2,510,000	$965	$2,510,000	$502
Total Development Cost - San Mateo			$2,487,000	$949	$4,430,000	$878
Total Development Cost - Santa Clara			$2,777,000	$1,060	$4,720,000	$936
Total Development Cost by Range of Land Cost						
Single Family - Lower Land Price Tier			$1,667,000	$633	$3,610,000	$714
Single Family - Middle Land Price Tier			$2,187,000	$833	$4,130,000	$818
Single Family - Higher Land Price Tier			$3,967,000	$1,518	$5,910,000	$1,174

Exhibit 1: Total Development Cost: Multi-family

Baird and Driskell

Total Development Costs - San Mateo and Santa Clara Counties

Large numbers rounded to nearest $'000 or nearest $'0,000

			Multi-Family Small			Multi-Family Large		
			Total	$ / SF	$ / Unit	Total	$ / SF	$ / Unit
Prototype Elements								
1)	Gross Residential Square Feet		10,000			93,750		
2)	Parking Square Footage		3,750			40,000		
3)	Parking Type		Surface Lot			Standalone above grade		
4)	Units		10			100		
5)	Avg Net SF / Unit		850			750		
6)	Efficiency		85%			80%		
Hard Costs								
1)	Residential Hard Costs		$4,150,000	$415	$420,000	$39,840,000	$425	$400,000
2)	Site improvements and utilities		$605,000			$1,165,000		
3)	Grading and erosion control		$110,000			$335,000		
4)	Parking Hard Costs		$100,000	$28		$4,800,000	$120	
5)	Contingency	5%	$250,000	$21	$21,000	$2,310,000	$21	$20,000
Total Hard Costs			$5,215,000	$522	$521,500	$48,450,000	$517	$484,500
Soft Costs								
1)	Soft Costs	25.0%	$1,303,750	$130	$130,000	$12,110,000	$129	$120,000
2)	City Fees		$350,000	$35	$35,000	$2,800,000	$30	$28,000
3)	Soft Cost Contingency	5%	$80,000	$8	$8,000	$750,000	$8	$7,500
Total Soft Costs			$1,733,750	$165	$165,000	$15,660,000	$159	$148,000
	% of hard costs		*33%*			*32%*		
Land Costs			Total		Per Unit			Per Unit
1)	Land Costs - San Mateo		$1,000,000		$100,000	$10,000,000		$100,000
2)	Land Costs - Santa Clara		$600,000		$60,000	$6,000,000		$60,000
Range of Land Costs								
Apts/Condo- Lower Price Tier			$400,000		$40,000	$4,000,000		$40,000
Apts/Condo- Middle Price Tier			$800,000		$80,000	$8,000,000		$80,000
Apts/Condo- Higher Cost Tier			$1,600,000		$160,000	$16,000,000		$160,000
Total Development Cost - San Mateo			$7,948,750	$795	$786,500	$74,110,000	$791	$732,500
Total Development Cost - Santa Clara			$7,548,750	$755	$746,500	$70,110,000	$748	$692,500
Total Development Cost by Range of Land Cost								
Apts/Condo- Lower Land Price Tier			$7,348,750		$726,500	$68,110,000		$672,500
Apts/Condo- Middle Land Price Tier			$7,748,750		$766,500	$72,110,000		$712,500
Apts/Condo- Higher Land Price Tier			$8,548,750		$846,500	$80,110,000		$792,500

Exhibit 2: Unit Mixes – Number of Units by Unit Type and Unit Mix Percentages

San Mateo County Apartments

Number of Units		Unit Numbers						Unit Mix				
	Projects	Studios	One	Two	Three	Four	Total	Studios	One	Two	Three	Four
Proposed	25	936	1,639	888	124	56	3,643	26%	45%	24%	3%	2%
Existing	63	905	4,223	2,626	523	1	8,279	11%	51%	32%	6%	0%
Final Planning	3	328	19	75	33	7	462	71%	4%	16%	7%	2%
Under Construction	16	268	619	523	79	0	1,489	18%	42%	35%	5%	0%
Totals	**107**	**2,437**	**6,500**	**4,112**	**759**	**64**	**13,872**	**18%**	**47%**	**30%**	**5%**	**0%**

	Projects	Studios	One	Two	Three	Four	Total	Studios	One	Two	Three	Four
South San Francisco	8	90	853	604	55	0	1,602	6%	53%	38%	3%	0%
San Mateo	19	228	734	715	154	1	1,832	12%	40%	39%	8%	0%
Redwood City	28	1,019	2,262	1,125	163	0	4,569	22%	50%	25%	4%	0%
Menlo Park	12	600	995	411	80	47	2,133	28%	47%	19%	4%	2%
Millbrae	3	147	151	133	23	0	454	32%	33%	29%	5%	0%
Foster City	5	12	367	302	83	0	764	2%	48%	40%	11%	0%
Burlingame	11	105	606	474	28	0	1,213	9%	50%	39%	2%	0%
Daly City	3	206	79	72	23	0	380	54%	21%	19%	6%	0%
San Carlos	7	0	101	84	88	9	282	0%	36%	30%	31%	3%
Half Moon Bay	2	0	149	21	2	0	172	0%	87%	12%	1%	0%
East Palo Alto	2	8	55	80	27	7	177	5%	31%	45%	15%	4%
San Bruno	4	4	119	62	14	0	199	2%	60%	31%	7%	0%
Belmont	1	18	25	21	17	0	81	22%	31%	26%	21%	0%
El Granada	1	0	3	6	0	0	9	0%	33%	67%	0%	0%
Pacifica	1	0	1	2	2	0	5	0%	20%	40%	40%	0%
Total	**107**	**2,437**	**6,500**	**4,112**	**759**	**64**	**13,872**	**18%**	**47%**	**30%**	**5%**	**0%**

San Mateo County Condominiums

Number of Units		Unit Numbers						Unit Mix				
	Projects	Studios	One	Two	Three	Four	Total	Studios	One	Two	Three	Four
Proposed	2	72	0	8	1	1	82	88%	0%	10%	1%	1%
Existing	12	0	46	293	194	0	533	0%	9%	55%	36%	0%
Final Planning	0	0	0	0	0	0	0					
Under Construction	1	0	0	10	0	0	10	0%	0%	100%	0%	0%
Total with Unit Mix Data	15	72	46	311	195	1	625	12%	7%	50%	31%	0%

	Projects	Studios	One	Two	Three	Four	Total	Studios	One	Two	Three	Four
South San Francisco	1	0	40	57	0	0	97	0%	41%	59%	0%	0%
San Mateo	5	72	0	201	97	1	371	19%	0%	54%	26%	0%
Daly City	2	0	0	2	84	0	86	0%	0%	2%	98%	0%
San Carlos	1	0	3	8	9	0	20	0%	15%	40%	45%	0%
Menlo Park	1	0	0	15	0	0	15	0%	0%	100%	0%	0%
Burlingame	3	0	3	18	1	0	22	0%	14%	82%	5%	0%
Redwood City	1	0	0	10	0	0	10	0%	0%	100%	0%	0%
Half Moon Bay	1	0	0	0	4	0	4	0%	0%	0%	100%	0%
Brisbane	No data available											
Belmont	No data available											
Foster City	No data available											
Pacifica	No data available											
Total	**15**	**72**	**46**	**311**	**195**	**1**	**625**	**12%**	**7%**	**50%**	**31%**	**0%**

Exhibit 2: Unit Mixes – Unit Sizes

San Mateo County Apartments

Average Unit Sizes

	Studios	One	Two	Three	Four
Proposed	506	688	1,115	1,565	2,208
Existing	535	745	1,108	1,411	1,939
Final Planning					
Under Construction	508	708	1,081	1,413	
Total Data Available	**524**	**733**	**1,105**	**1,422**	**2,186**

	Studios	One	Two	Three	Four
South San Francisco	511	705	1,116	1,321	
San Mateo	590	769	1,109	1,436	1,939
Redwood City	546	756	1,125	1,421	
Menlo Park	538	692	1,062	1,434	1,782
Millbrae	475	656	1,147	1,369	
Foster City	579	716	1,088	1,402	
Burlingame	518	785	1,128	1,368	
Daly City	422	649	932	1,187	
San Carlos		774	1,206	1,520	2,303
Half Moon Bay		659	957	1,330	
East Palo Alto		530	795		
San Bruno	476	716	1,006	1,386	
Belmont					
El Granada		616	1,047		
Pacifica		1,750	900	1,100	

San Mateo County Condominiums

Average Unit Sizes

Insufficent data

Exhibit 3: Single Family Land Sale Data Summary

Single Family Home Land Sites up to 1 acre, last 3 years

		Available	Per Square Foot				Per Single Family Home			
County	City	Data Points	Min	Max	Median	Average	Min	Max	Median	Average
San Mateo County	Moss Beach	19	$14	$117	$64	$64	$125,000	$582,500	$375,000	$335,053
San Mateo County	Woodside	4	$10	$88	$24	$36	$150,000	$2,000,000	$377,250	$726,125
San Mateo County	South San Francisco	4	$33	$89	$59	$60	$165,000	$3,800,000	$431,000	$1,206,750
San Mateo County	Montara	12	$23	$269	$65	$79	$275,000	$1,750,000	$439,000	$533,917
San Mateo County	Half Moon Bay	33	$1	$324	$75	$91	$5,000	$2,300,000	$447,000	$514,455
San Mateo County	Pacifica	6	$14	$105	$70	$63	$300,000	$925,000	$447,500	$500,000
San Mateo County	Belmont	12	$2	$721	$56	$118	$55,000	$4,470,000	$495,000	$960,583
San Mateo County	East Palo Alto	5	$72	$135	$92	$100	$235,000	$3,550,000	$675,000	$1,379,600
San Mateo County	Redwood City	18	$6	$345	$129	$145	$50,000	$5,350,000	$825,000	$1,170,250
San Mateo County	Emerald Hills	2	$125	$132	$129	$129	$975,000	$980,000	$977,500	$977,500
San Mateo County	San Bruno	2	$179	$207	$193	$193	$560,000	$1,500,250	$1,030,125	$1,030,125
San Mateo County	San Carlos	11	$2	$405	$94	$126	$29,000	$2,980,000	$1,100,000	$1,214,455
San Mateo County	San Mateo	1	$500	$500	$500	$500	$1,500,000	$1,500,000	$1,500,000	$1,500,000
San Mateo County	Portola Valley	4	$47	$129	$58	$73	$1,325,000	$3,000,000	$1,578,000	$1,870,250
San Mateo County	Burlingame	1	$125	$125	$125	$125	$1,600,000	$1,600,000	$1,600,000	$1,600,000
San Mateo County	Menlo Park	3	$165	$591	$459	$405	$2,580,000	$6,500,000	$2,780,000	$3,953,333
San Mateo County	Millbrae	1	$239	$239	$239	$239	$3,080,500	$3,080,500	$3,080,500	$3,080,500
San Mateo County	Hillsborough	3	$85	$306	$116	$169	$3,050,000	$8,000,000	$4,000,000	$5,016,667
San Mateo County	Atherton	2	$147	$208	$178	$178	$2,500,000	$6,400,000	$4,450,000	$4,450,000
San Mateo County	Total	143	$1	$721	$84	$110	$5,000	$8,000,000	$510,000	$1,026,691
Santa Clara County	Los Gatos	15	$1	$251	$6	$50	$9,500	$3,250,000	$250,000	$716,237
Santa Clara County	Morgan Hill	11	$1	$495	$15	$79	$29,000	$1,365,000	$475,000	$490,533
Santa Clara County	San Jose	54	$12	$677	$75	$150	$32,000	$5,300,000	$925,000	$949,380
Santa Clara County	Campbell	8	$13	$897	$120	$194	$10,000	$1,500,000	$1,038,000	$975,000
Santa Clara County	Mountain View	3	$76	$271	$141	$163	$1,050,000	$2,300,000	$1,150,000	$1,500,000
Santa Clara County	Santa Clara	1	$169	$169	$169	$169	$1,275,000	$1,275,000	$1,275,000	$1,275,000
Santa Clara County	Sunnyvale	3	$167	$602	$214	$328	$1,080,000	$5,750,000	$1,345,000	$2,725,000
Santa Clara County	Cupertino	4	$47	$297	$197	$185	$872,000	$2,900,000	$2,175,000	$2,030,500
Santa Clara County	Monte Sereno	2	$61	$1,006	$534	$534	$2,142,714	$2,427,500	$2,285,107	$2,285,107
Santa Clara County	Saratoga	5	$61	$171	$74	$93	$1,380,000	$2,900,000	$2,640,000	$2,386,000
Santa Clara County	Palo Alto	7	$79	$584	$333	$323	$2,050,000	$4,000,000	$3,100,000	$2,965,000
Santa Clara County	Los Altos	5	$121	$352	$257	$235	$1,600,000	$7,250,000	$3,470,000	$3,723,600
Santa Clara County	Los Altos Hills	1	$99	$99	$99	$99	$3,995,000	$3,995,000	$3,995,000	$3,995,000
Santa Clara County	Total	119	$1	$1,006	$84	$157	$9,500	$7,250,000	$1,065,000	$1,320,556

The data in the table above represents the available single family home lot sales data points collected for this high-level survey. As the data is limited for certain cities, the specific, median, and average amounts per city may not be representative of a city's current median or average land costs or the city's land costs relative to other cities listed.

Exhibit 4: Multi Family Land Sale Data Summary

Multi Family Land Sites - Available Data

County	City	Available Data Points	Per Multi Family Unit Min	Max	Median	Average
San Mateo	San Mateo	3	$135,000	$180,000	$151,000	$155,000
San Mateo	San Carlos	4	$33,000	$333,000	$262,000	$222,000
San Mateo	Millbrae	2	$64,000	$92,000	$78,000	$78,000
San Mateo	Redwood City	6	$78,000	$400,000	$95,000	$157,000
San Mateo	South San Francisco	2	$44,000	$77,000	$61,000	$61,000
San Mateo	Burlingame	3	$59,000	$117,000	$73,000	$83,000
San Mateo	Menlo Park	3	$37,000	$98,000	$50,000	$62,000
San Mateo	Daly City	2	$29,000	$60,000	$45,000	$45,000
San Mateo	Pacifica	2	$117,000	$118,000	$117,000	$117,000
San Mateo	Belmont	1	$105,000	$105,000	$105,000	$105,000
San Mateo	Total	28	$29,000	$400,000	$95,000	$123,000
			County Weighted Average			$96,000
			Per Unit Land Amount Applied			$100,000

County	City	Available Data Points	Per Multi Family Unit Min	Max	Median	Average
Santa Clara	San Jose	17	$16,000	$125,000	$50,000	$52,000
Santa Clara	Gilroy	1	$44,000	$44,000	$44,000	$44,000
Santa Clara	Morgan Hill	1	$86,000	$86,000	$86,000	$86,000
Santa Clara	Campbell	3	$42,000	$184,000	$59,000	$95,000
Santa Clara	Santa Clara	6	$18,000	$146,000	$92,000	$83,000
Santa Clara	Sunnyvale	6	$55,000	$306,000	$238,000	$215,000
Santa Clara	Palo Alto	1	$73,000	$73,000	$73,000	$73,000
Santa Clara	Mountain View	4	$45,000	$736,000	$120,000	$256,000
Santa Clara	Los Altos	1	$513,000	$513,000	$513,000	$513,000
Santa Clara	Total	40	$16,000	$736,000	$60,000	$117,000
			County Weighted Average			$63,000
			Per Unit Land Amount Applied			$60,000

The data in the table above represents the available multi family home lot sales data points collected for this high-level survey. As the data is limited for certain cities, the specific, median, and average amounts per city may not be representative of a city's current median or average land costs or the city's land costs relative to other cities listed.

SECTION 5. RESOURCES

This section analyzes resources available for the development, rehabilitation, and preservation of housing in Portola Valley, including organizations and agencies, financial sources, regulatory assets, and resources for energy conservation. The inventory of land resources suitable for housing can be found in *Section 6, Adequate Sites*.

FINANCIAL RESOURCES

The Town's housing programs are funded through a variety of State, and federal sources. These funds actively support fair housing choice, improving the housing stock, and protecting housing affordability in Portola Valley and throughout the region. This section offers a summary of funding sources that are currently available in Portola Valley, as well as additional funding sources that are potentially available to support various housing programs.

LOW-INCOME HOUSING TAX CREDITS (LIHTC)

The California Tax Credit Allocation Committee (TCAC) allocates federal and State tax credits to the developers of affordable housing for households at 30% to 60% of median income. Project equity is raised through the sale of tax benefits to investors. This is a competitive process with 4% and 9% credits available.

HOUSING CHOICE VOUCHERS (SECTION 8)

The housing choice voucher program is a federal program of the HUD administered by the San Mateo County Housing Authority. The voucher provides rental subsidies to low-income households to pay the difference between 30% of their income and the federally approved payment standard. The program allows households to find their own housing. Effective January 1, 2020, California source of income protections went into effect requiring all landlords in California to accept Section 8 and VASH (Veteran) vouchers and other forms or rental assistance.

VETERANS AFFAIRS SUPPORTIVE HOUSING (VASH) VOUCHERS

The VASH voucher program combines HUD's housing choice voucher rental assistance for homeless veterans with case management and clinical services provided by the Department of Veterans Affairs.

OTHER STATE RESOURCES

Table 5-1 identifies additional funding federal and State resources for affordable housing activities, including but not limited to new construction, acquisition, rehabilitation, and homebuyer assistance.

TABLE 5-1: FEDERAL AND STATE FUNDING PROGRAMS

Program	Description
Federal Programs	
Continuum of Care (CoC) Program	Funding is available on an annual basis through HUD to quickly rehouse homeless individuals and families.
Home Ownership for People Everywhere (HOPE)	Provides grants to low-income people to achieve homeownership.
Housing Opportunities for Persons with AIDS (HOPWA)	Funds are made available countywide for supportive social services, affordable housing development, and rental assistance to persons living with HIV/AIDS.
HUD Section 202 Supportive Housing for the Elderly Program	Interest-free capital advance to private, non-profit sponsors to cover the costs of construction, rehabilitation, or acquisition of very low-income senior housing.
HUD Section 221(d)(3) and 221(d)(4)	Insures loans for construction or substantial rehabilitation of multi-family rental, cooperative, and single-room occupancy housing.
Section 811 Project Rental Assistance	Section 811 Project Rental Assistance offers long-term project-based rental assistance funding from HUD. Opportunities to apply for this project-based assistance are through a Notice of Funding Availability published by CalHFA.
State Programs	
Affordable Housing and Sustainable Communities Program (AHSC)	Funds land use, housing, transportation, and land preservation projects that support infill and compact development and GHG emissions.
CalHome	Grants to local public agencies and non-profits to assist first-time homebuyers become or remain homeowners through deferred-payment loans. Funds can also be used for ADU/JADU assistance (i.e., construction, repair, reconstruction, or rehabilitation).
CalHFA Residential Development Loan Program	Loans to cities for affordable, infill, owner-occupied housing developments.
California Emergency Solutions and Housing (CESH)	Grants for activities to assist persons experiencing or at-risk of homelessness.
California Self-Help Housing Program	Grants for sponsor organizations that provide technical assistance for low- and moderate-income families to build their homes with their own labor.
Community Development Block Grant-Corona Virus (CDBG-CV1) – CARES Act Funding	A subsidiary of the CDBG program that provides relief to eligible entities due to hardship caused by COVID-19.
Emergency Housing Assistance Program (EHAP)	Funds for emergency shelter, transitional housing, and related services for the homeless and those at risk of losing their housing.
Golden State Acquisition Fund (GSAF)	Short-term loans (up to five-years) to developers for affordable housing acquisition or preservation.
Homeless Emergency Aid Program (HEAP)	$500 million block grant program designed to provide direct assistance to cities, counties and CoCs to address the homelessness crisis.

TABLE 5-1: FEDERAL AND STATE FUNDING PROGRAMS

Program	Description
Homeless, Housing Assistance and Prevention (HHAP) Program	HHAP Round 1: $650 million grant to local jurisdictions to support regional coordination and expand or develop local capacity to address immediate homelessness challenges. Round 2: $300 million grant that provides support to continue to build on regional collaboration to develop a unified regional response to homelessness.
Housing for a Healthy California (HHC)	Funding for supportive housing opportunities intended to create supportive housing for individuals who are recipients of or eligible for health provided through Medi-Cal.
Housing Navigators Program	$5 million in funding to counties for the support of housing navigators to help young adults aged 18 to 21 secure and maintain housing, with priority given to young adults in the foster care system.
Housing-Related Parks Program	Funds the creation of new park and recreation facilities or improvement of existing park and recreation facilities that are associated with rental and ownership projects that are affordable to very low- and low-income households.
Infill Infrastructure Grant Program (IIG)	Grant funding for infrastructure improvements for new infill housing in residential and/or mixed-use projects.
Joe Serna, Jr., Farmworker Housing Grant (FWHG)	Grants and loans for development or rehabilitation of rental and owner-occupied housing for agricultural workers with priority for lower-income households.
Local Early Action Planning (LEAP) Grants	Assists cities and counties to plan for housing through providing one-time, non-competitive planning grants.
Local Housing Trust Fund Program (LHTF)	Lending for construction of rental housing projects with units restricted for at least 55 years to households earning less than 60% AMI. State funds matches local housing trust funds as down-payment assistance to first-time homebuyers.
Mortgage Credit Certificate (MCC) Program	Income tax credits to first-time homebuyers to buy new or existing homes.
Multi-Family Housing Program (MHP)	Low-interest, long-term deferred-payment permanent loans for new construction, rehabilitation, and preservation of permanent and transitional rental housing for lower-income households.
No Place Like Home	Invests in the development of permanent supportive housing for persons who need mental health services and are experiencing homelessness or chronic homelessness, or at risk of chronic homelessness.
Office of Migrant Services (OMS)	Provides grants to local government agencies that contract with HCD to operate OMS centers throughout the state for the construction, rehabilitation, maintenance, and operation of seasonal rental housing for migrant farmworkers.
Permanent Local Housing Allocation Program (PLHA)	Grants (competitive for non-entitlement jurisdictions) available to jurisdictions to assist in increasing the supply of affordable rental and ownership housing, facilitate housing affordability, and ensure geographic equity in the distribution of funds.
Predevelopment Loan Program (PDLP)	Short-term loans to jurisdictions and non-profit developers for the continued preservation, construction, rehabilitation, or conversion of assisted housing primarily for low-income households.

TABLE 5-1: FEDERAL AND STATE FUNDING PROGRAMS

Program	Description
Regional Early Action Planning (REAP) Grants	Grant funding intended to help COGs and other regional entities collaborate on projects that have a broader regional impact on housing.
SB 2 Planning Grants Program	One-time funding and technical assistance to help local governments adopt and implement plans and process improvements that streamline housing approvals and accelerate housing production.
Supportive Housing Multi-Family Housing Program (SHMHP)	Low-interest loans to developers of permanent affordable rental housing that contain supportive housing units.
Transformative Climate Communities (TCC) Program	Competitive grants for planning and implementation of community-led development and infrastructure projects that achieve major environmental, health, and economic benefits in the state's most disadvantaged communities.
Transitional Housing Program (THP)	Funding to counties for child welfare services agencies to help young adults aged 18 to 25 find and maintain housing, with priority given to those previously in the foster care or probation systems.
Veterans Housing and Homelessness Prevention Program (VHHP)	Long-term loans for development or preservation of rental housing for very low- and low-income veterans and their families.
Workforce Housing Program	Government bonds issued to cities to acquire and convert market-rate apartments to housing affordable to moderate-/middle-income households, generally households earning 80% to 120% of AMI.

Source: Urban Planning Partners, 2022.

INSTITUTIONAL RESOURCES

The following agencies and organizations contribute to the goal of preserving and increasing affordable housing in Portola Valley. Both government agencies and partnerships with nonprofit agencies and for-profit developers are necessary to implement many housing programs.

TOWN GOVERNMENT AND CONTROL OF DEVELOPMENT AND BUILDING

The Town's governmental organization and land use controls further the objectives contained in the General Plan and are supplemented by voluntary efforts of local citizens. The size of the Town staff has been kept small using volunteer citizen committees as well as professional consultants for planning, engineering, building inspections, plan check, geology, and legal services. San Mateo County Environmental Health reviews septic systems and West Bay Sanitation District regulates sewer connections. The Woodside Fire Protection District implements the Fire Code and defensible space requirements.

Most building, grading, or other land improvement activities are subject to Town permit requirements. Each application for a planning or building permit is carefully reviewed for completeness and compliance with Town plans and regulations and standard procedures.

FAIR HOUSING SERVICES

Portola Valley, along with the County of San Mateo, contract with Project Sentinel to handle complaints of discrimination in the sale or rental of housing and for the mediation of tenant/landlord disputes. San Mateo County also has several local enforcement organizations including the Legal Aid Society of San Mateo County and Community Legal Services of East Palo Alto. These organizations receive funding from the County and participating jurisdictions to support fair housing enforcement and outreach and education in the County. The fair housing services include investigations and enforcement in response to reports of housing discrimination complaints, as well as independent testing of rental properties for signs of discrimination in rental practices. The Town disseminates fair housing information on its website, including where residents should go if they have a discrimination complaint. The Town recently formed a Race and Equity Committee with one of its goals being to examine the impact of historic laws that prohibited people of color from owning property in Portola Valley and make recommendations to redress the legacy of this systemic exclusion.

LOCAL NON-PROFIT RESOURCES

A number of non-profit organizations and support agencies currently work across San Mateo County. These agencies serve as resources in meeting the housing needs of the County and are integral in implementing activities for preservation of assisted housing and development of affordable housing, as well as creating safe and healthy places for all economic segments of the community. These organizations include but are not limited to the list below.

- HIP Housing: Human Investment Project
- HEART of San Mateo County
- Peninsula Habitat for Humanity
- First Community Housing
- MidPen Housing
- The Raiser Organization
- Alta Housing

REGULATORY RESOURCES

In addition to the institutional and administrative resources described earlier in this section, the Town has policy levers that it utilizes to facilitate the construction, rehabilitation, and preservation of affordable housing. Some of the Town's existing policies and programs are described below.

AFFORDABLE HOUSING INCENTIVES AND DENSITY BONUS

The Town of Portola Valley has adopted a Density Bonus ordinance and developer incentives for affordable housing that implement State Density Bonus Law. As required by State law, Portola Valley's Density Bonus program (Chapter 18.17 of the Municipal Code) grants an increase over the otherwise maximum allowable residential density under the General Plan and Zoning Ordinance for projects that include a mix of market-rate and affordable units.

In addition to a density bonus, pursuant to State law, projects are also eligible to receive concessions or incentives depending on the proposed level of affordability. These may include reductions or modifications in development standards, the inclusion of non-residential uses, and other regulatory incentives that will result in cost reductions that contribute to the feasibility of affordable or senior housing. Projects may also waive any standards that would preclude the physical development of the project with the density bonus units.

AFFILIATED HOUSING PROGRAM

Portola Valley is a rural community with historic development trends consisting of predominantly large-lot single-family residences. However, to accommodate multi-family development, the Town developed an affiliated housing program in the early 1990s that permits the development of multi-family housing on institutional sites for employees and staff affiliated with the institutions that own the parcels. This program, detailed within *Section 7, Goals, Policies and Programs,* allows for the development of affiliated affordable housing on sites throughout the town as identified within the Housing Sites Inventory included within *Section 6, Adequate Sites.*

The Town's Affiliated Housing program provides for the development of below-market rate housing options, affordable to lower-income households. Currently the Affiliated Housing program is implemented through the Housing Element. However, with this update, the Town's Municipal Code will be updated to further incentivize use of this program to provide affordable workforce housing and to establish the parameters and process for the Affiliated Housing program, including development standards and affordability requirements.

To date, the Town's Affiliated Housing Program has provided for the development of a total of 13 affiliated housing units which are located at the Woodside Priory School, a private catholic college preparatory school located northwest of the intersection of Alpine Road and Portola Road in the town. In 2001, the Town of Portola Valley approved an amendment to the Woodside Priory's approved Conditional Use Permit to allow for the development of seven workforce housing units intended to serve staff at the School. As part of this approval, the School was required to make every effort reasonably possible, to the satisfaction of the Town's Planning Commission, to ensure a majority of the units at the Priory site were rented out to achieve the below market rate RHNA objectives for the Town. These seven units were subsequently permitted and developed by the School. In 2005 the Town approved a Master Plan for the School that approved an additional 11 housing units to be built in the future. Six housing units were completed in 2022 with two being deed restricted for lower income households. When engaged as part of the 6th Cycle Housing Element update process, Woodside Priory School indicated they do not anticipate developing the remaining units during the eight-year 6th Cycle planning period.

Stanford University owns two sites in town and is also part of the Affiliated Housing Program. Stanford is currently proposing the construction of 12 affordable units under the Affiliated Housing Program.

ACCESSORY DWELLING UNITS (ADUS)

Accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) provide additional opportunities to provide housing units that are spread through the Town. Ministerial review of ADUs and JADUs requires no public hearings and proceeds on an expedited schedule. Consistent with State law, JADUs and ADUs are also allowed where single-family or multi-family dwellings already exist without any corrections to a nonconforming zoning condition. The Town has seen an increase in ADU development with the implementation of local Code amendments to facilitate ADUs as well as State laws, as discussed further in *Section 6, Adequate Sites*.

ZONING FOR A VARIETY OF HOUSING TYPES

Housing Element law requires the Town to provide for a variety of housing types to address certain hard to serve populations.

Emergency Shelters

State law (SB 2) requires that cities identify one or more zoning districts that allow emergency shelters. The Town amended its Municipal Code during the 5th Housing Element Cycle to comply with SB 2. The Town of Portola Valley Municipal Code allows emergency shelters for up to ten individuals in the Residential Estate (R-E) District when located on a parcel with a conditional use for a religious institution, subject to a zoning permit. Architectural and site plan review are required for the design of the emergency shelter unless the shelter is located within an existing structure, but no discretionary approval is required. Emergency shelters must be available to residents for no more than 60 days but extensions up to a total stay of 180 days may be permissible if no alternative housing is available. On-site management must be provided during the hours of shelter operation. Emergency shelters may include common space for the exclusive use of the guests, and office and meeting space for the exclusive use of emergency shelter staff. Each shelter must have a designated outdoor smoking area that is not visible from the street or from adjacent properties. The outdoor smoking area may be screened by vegetation. On-site parking may be provided as shared parking with the church use. If separate on-site parking is needed, the maximum amount required is 0.35 parking spaces per one bed plus one space per staff member on duty when guests are present.

Low Barrier Navigation Centers

A Low Barrier Navigation Center (LBNC) is a temporary service-enriched shelter that helps homeless individuals and families to quickly obtain permanent housing. AB 101 (2019) established requirements for local jurisdictions to allow low barrier navigation centers as a by-right use in certain mixed use and nonresidential districts. The Town currently does not have multi-family or mixed-use zoning districts, but when adopted in connection with this Housing Element update, program 8-3 is included to amend the Portola Valley Zoning Ordinance to allow LBNCs (see *Section 7, Goals, Policies, and Programs)*.

Transitional Housing

SB 2 requires that transitional housing and supportive housing be treated as any other residential use, subject only to those restrictions on residential uses contained in the same type of structure in the same zone. The law also requires that the identified zones contain sufficient capacity to provide shelter for homeless persons that have unmet housing needs. Transitional housing, which is housing intended for a limited length of stay that is often linked with supportive services, may be provided in the M-R (Mountainous Residential) District, the R-E (Residential Estate) District, and the R-1 (Single-Family Residential) District. No additional approval is required as long as a transitional housing project meets the requirements applicable to the type of residential development in which it is accommodated. The Town is in the process of updating its Municipal Code to update the definition of transitional housing to comply with the State definition and to remove the six-resident cap currently specified in the Code. The Town currently does not have a multi-family zoning district, but when adopted in connection with this Housing Element update, transitional housing will be treated similarly to other residential uses (see *Section 7, Goals, Policies, and Programs)*.

Supportive Housing

Consistent with SB 2, supportive housing developments are permitted in all zoning districts that permit residential uses. AB 2162 requires local jurisdictions to permit the development of supportive housing by right in any zoning district that permits multi-family and mixed uses. The Town has initiated an update to its Municipal Code to update the definition of Supportive Housing to be consistent with State law, to remove the six-resident cap and to accommodate the by-right, streamlined, ministerial review of supportive housing developments as mandated by Assembly Bill (AB) 2162 (2019). This update will be complete prior the certification of this Housing Element. AB 2162 requires local jurisdictions to permit the development of supportive housing by right in any zoning district that permits multi-family and mixed uses. The Town currently does not have a multi-family zoning district, but when adopted in connection with this Housing Element update, supportive housing will be permitted by right in qualifying districts (see *Section 7, Goals, Policies, and Programs)*.

Housing for Persons with Disabilities

Persons with disabilities have a number of housing needs related to accessibility of dwelling units; access to transportation, employment, and commercial services; and alternative living arrangements that include on-site or nearby supportive living services. The Town ensures that new housing development comply with State and federal requirement for accessibility.

Reasonable Accommodation Procedures

As a matter of State law (SB 520), cities/towns are required to analyze potential and actual constraints upon the development, maintenance, and improvement of housing for persons with disabilities, and demonstrate local efforts to remove governmental constraints that hinder the locality from meeting the need for housing for persons with disabilities. Cities are

required to include programs that remove constraints and provide reasonable accommodations for housing designed for persons with disabilities.

The Town currently provides reasonable accommodation for persons with disabilities seeking housing. Any person or project requiring reasonable accommodation may submit a request to the Town for approval. Section 18.11.050 of the Town's Zoning Ordinance details the formal process for requesting reasonable accommodation.

Zoning and Other Land Use Designations

The following are methods by which the Town facilitates housing for persons with disabilities through its regulatory and permitting procedures:

- Residential care facilities for six or fewer persons are permitted as a residential use subject to the same requirements as any other permitted residential use of the same housing type that are permitted in the same zone.
- Residential care facilities for more than six persons are permitted in R-E, R-1, and M-R zoning districts.

ENERGY CONSERVATION OPPORTUNITIES

The State of California is a nationwide leader in sustainable building practices. Written into the State Building Code are several sets of requirements and guidelines to facilitate the production of more environmentally friendly buildings. These requirements are updated every three years. The most recent version, the 2019 California Building Standards Code took effect on January 1, 2020. Title 24, Part 6, of the California Code of Regulations (Building Energy Efficiency Standards for Residential and Nonresidential Buildings) contains building standards that provide for energy efficiency and focus on four key areas: smart residential photovoltaic systems, updated thermal envelope standards, residential and nonresidential ventilation requirements, and nonresidential lighting requirements. The Town of Portola Valley requires compliance with the 2019 California Building Code for all new construction. The Town amends the Code as needed to further define requirements based on the unique local conditions of the Town. The Code is designed to protect the public health, safety, and welfare of Portola Valley's residents. Compliance with the California Building Code on the use of energy efficient appliances and insulation has reduced energy demand stemming from new residential development.

Portola Valley has had a number of regulations that encourage energy conservation for years. These include permitting solar installations, utilizing subdivision regulations that protect solar access, and supporting energy efficient design. In addition, most new development is clustered, which reduces impacts on the land. The Town also requires native landscaping, which reduces the need for both water and energy. All of these policies and regulations will continue.

In addition to the green building regulations and the water conservation ordinances, the Town has been encouraging energy and water efficiency in existing homes through the State's

Energy Upgrade California program, California Water Service's rebate programs, and other voluntary measures and tools developed by the Town's Sustainability Committee.

Local and Regional Programs

The Bay Area Regional Energy Network (BAYREN) is a coalition of the Bay Area's nine counties working to promote resource efficiency at the regional level, focusing on energy, water, and greenhouse gas reduction. BAYREN provides rebates and financing for a variety of energy upgrades.

PG&E offers financial and energy-related assistance programs for its low-income customers, including:

- **Relief for Energy Assistance through Community Help (REACH).** The REACH program helps low-income qualified customers who experience uncontrollable or unforeseen financial hardships.
- **Low Income Home Energy Assistance Program (LIHEAP).** This federally funded program provides financial assistance to help offset eligible household's energy costs, including heating, cooling, and home weatherization expenses.
- **CARE/FERA Discount Programs**. CARE and FEA help eligible customers pay their energy bills. A monthly discount is applied on electricity and/or gas for eligible households.
- **Medical Baseline Allowance.** Customers who are eligible for Medical Baseline receive an additional allotment of electricity and/or gas per month. This helps to ensure that more energy to support qualifying medical devices is available at a lower rate.
- **Vulnerable Customer Program.** The Vulnerable Customer Program was designed to help address the needs of our customers whose life or health would be at risk should their electric or gas service be disconnected. Customers who self-certify that they have a serious illness or condition that could become life threatening if their electric or gas service is disconnected for nonpayment will receive an in-person visit from a PG&E representative before disconnection.

SECTION 6. ADEQUATE SITES

State Housing Element Law (Government Code Sections 65583(a)(3)) requires that jurisdictions demonstrate their availability of adequate land resources to accommodate their "fair share" of regional housing needs. Jurisdictions must demonstrate that these land resources have the appropriate site characteristics and development regulations required to accommodate their community's housing needs as identified by the State Department of Housing and Community Development (HCD) and the Bay Area's regional governing body, the Association of Bay Area Governments (ABAG). Land resources identified as suitable for potential future accommodation of residential development throughout the planning period are referred to as a "Sites Inventory." This section describes the land resources which have been identified for inclusion in the Town's Sites Inventory.

The analysis in this section demonstrates that there is an adequate supply of suitable land to accommodate the Town's housing allocation of 253 units, including housing for very low- and low-income households. The section starts with a description of the Town's housing target for the 2023-2031 planning period, called the Regional Housing Needs Allocation (RHNA). It then provides an analysis of suitable sites, including residential units in the pipeline, anticipated accessory dwelling units (ADUs), and vacant and non-vacant sites where housing is or will become an allowed use.

REGIONAL HOUSING NEEDS ALLOCATION (RHNA)

RHNA is the State-required process that seeks to ensure each California jurisdiction is planning for enough housing capacity to accommodate their "fair share" of the state's housing needs for all economic segments of the community. The RHNA process for the nine-county Bay Area is described below.

- **Regional Determination**. The California Department of Housing and Community Development (HCD) provided the Association of Bay Area Governments (ABAG) with a Regional Housing Needs Determination. HDC provided ABAG a regional determination of **441,176** units. This is the number the Bay Area must plan for between 2023 and 2031. It represents the number of additional units needed to accommodate the anticipated growth in the number of households, to replace expected demolitions and conversions of housing units to non-housing uses, and to achieve a future vacancy rate that allows for healthy functioning of the housing market. The Regional Housing Needs Determination for the first time ever also included adjustments related to the rate of overcrowding and the share of cost-burdened households, which resulted in a significantly higher number of housing units for which the Bay Area must plan compared to previous RHNA cycles.
- **RHNA Methodology**. ABAG developed a RHNA methodology to allocate the Regional Housing Needs Determination across all cities, towns, and counties in the region. The RHNA methodology must be consistent with State objectives, including but not limited to promoting infill, equity, and environmental protection; ensuring jobs-housing balance;

and affirmatively furthering fair housing. The allocation also considers factors such as employment opportunities, the availability of suitable sites and public facilities, commuting patterns, and type and tenure of housing need. ABAG developed the RHNA methodology in conjunction with a committee of elected officials, staff from jurisdictions, and other stakeholders called the Housing Methodology Committee. More information about ABAG's RHNA methodology is available at https://abag.ca.gov/our-work/housing/rhna-regional-housing-needs-allocation.

- **Housing Element Updates**. Each jurisdiction must then adopt a Housing Element that demonstrates how it can accommodate its assigned RHNA for each income category through its zoning. HCD reviews each jurisdiction's Housing Element for compliance with State law. Portola Valley's Housing Element must demonstrate capacity to accommodate 253 units as further described below.

PORTOLA VALLEY'S "FAIR SHARE"

In determining a jurisdiction's share of new housing needs, ABAG splits each jurisdiction's allocation into four income categories:

- Very Low-Income – 0 to 50% of Area Median Income (AMI)
- Low-Income – 51 to 80% of AMI
- Moderate-Income – 81 to 120% of AMI
- Above Moderate-Income – more than 120% of AMI

The Area Median Income (AMI) in San Mateo County for a family of four is $149,600. How this breaks down into income categories for Portola Valley is shown in Table 6-1. Where this Housing Element refers to housing that is affordable to the different income levels shown above, we mean a household spends **no more than 30% of their income on housing**.

In December 2021, ABAG identified the Town of Portola Valley's fair share of the region's housing needs as 253 new housing units, as shown in Table 6-2. This allocation represents a planning goal by requiring the Town to demonstrate sufficient development capacity through the identification of potential site and zoning, and not a goal for actual production of housing within the planning period.

In addition, each jurisdiction must also address the projected need of extremely low-income households, defined as households earning 30% or less of AMI. The projected extremely low-income need is assumed to be 50% of the total RHNA need for the very low-income category. As such, there is a projected need for 37 extremely low-income housing units.

TABLE 6-1: RHNA AFFORDABILITY LEVELS IN PORTOLA VALLEY

Affordability Level	Percent of Ami	Portola Valley Household Income[a]
Very-Low-Income	0 – 50% of AMI	< $91,350
Low-income	51-80% of AMI	$91,351 - $146,350
Moderate-income	81-120% of AMI	$146,351 - $179,499
Above Moderate-Income	> 120% of AMI	> $179,500

Note: AMI = Area Median Income, Household incomes based on San Mateo County's 2021 AMI of $149,600 for a 4-person household.
[a] Household incomes are for households/families of four (4).
Source: Town of Portola Valley.

TABLE 6-2: PORTOLA VALLEY REGIONAL HOUSING NEEDS ALLOCATION (2023-2031)

Income Category	RHNA	Percent of RHNA
Very-Low-Income (0-50% of AMI)	73	29%
Low-Income (50-80% of AMI)	42	17%
Moderate-Income (80-120% of AMI)	39	15%
Above Moderate-Income (120% or more of AMI)	99	39%
Total	**253**	**100%**

Source: Final Regional Housing Needs Allocation (RHNA) Plan: San Francisco Bay Area, 2023-2031.

RHNA Buffer

In 2017, Senate Bill (SB) 166 was signed into law and included new "no net loss" provisions that require communities to provide an ongoing, adequate supply of land resources for housing development during the entirety of the housing element update planning period. These provisions mean communities face risks of non-compliance should a housing site be developed with non-residential uses, lower residential densities, or residential uses at affordability levels higher than anticipated by the Housing Element. To avoid non-compliance, HCD advises communities to "buffer" their assigned RHNA numbers with additional housing units ranging from at least 15% to 30% of their assigned RHNA. The Town of Portola Valley proposes a 16% buffer of 40 housing units, to ensure an ongoing, adequate supply of land resources for housing development is available through the 6th Cycle planning period (see Table 6-3 below).

TABLE 6-3: REGIONAL HOUSING NEEDS ALLOCATION BUFFER

Income Category	Target RHNA	Proposed Units With Buffer
Very Low-Income (0-50% of AMI)	73	88
Low-Income (50-80% of AMI)	42	51
Moderate-Income (80-120% of AMI)	39	47
Above Moderate-Income (120% or more of AMI)	99	107
Total	**253**	**293**

Source: Town of Portola Valley Planning & Building Department, 2022

CREDIT TOWARDS RHNA

Pursuant to HCD guidance, in addition to vacant and underutilized land resources, a community may satisfy their RHNA requirements through "alternative means" which may serve as "credits" toward their RHNA. These alternative means include the consideration of proposed, pending, or approved development projects that haven't received a certificate of occupancy prior to the start of the 6th cycle on June 30, 2022 – the projection period for the 6th cycle housing element update. The Town of Portola Valley's pipeline and pending projects are discussed in more detail below.

Additionally, per HCD guidance, a community may also credit the number of ADUs that are anticipated to be developed during the 6th cycle housing element planning period toward their RHNA requirements. The forecasted development of ADUs during the planning period must be based on an analysis of prior years' building permit data and local development regulations that promote ADU development. The Town of Portola Valley's anticipated ADU development over the course of the 2023-2031 planning period is discussed in more detail below.

PIPELINE AND PENDING PROJECTS

Residential projects that have been approved but have not received a certificate of occupancy prior to June 30, 2022, are referred to as "pipeline projects". These projects will be developed during the 2023-2031 planning period. Similarly, pending projects are residential developments that have yet to be approved but will likely be developed during the 2023-2031 planning period. Both the pipeline and pending projects of the Town of Portola Valley are included below in Table 6-4. These two developments include:

- The approved Willow Commons residential development planned at 4388 Alpine Road will include 11 multi-family supportive housing units for individuals with intellectual developmental delays and two units for on-site staff. The 13 units will consist of 11 low-income, one moderate-, and one above moderate-income.
- The pending "Stanford Wedge" Faculty Housing development is proposed in the northeastern portion of the Town along Alpine Road will consist of 27 single-family residential units and 12 workforce housing units (six confirmed to be low-income and six anticipated to be moderate-income) to be clustered on approximately 7 acres of a 75-acre site. The remainder of the site will be undeveloped and subject to a vegetation management plan to address fire safety concerns.

TABLE 6-4: APPROVED PIPELINE UNITS AND UNITS PENDING APPROVAL

			Affordability Category				
APN	**Address**	**Site Name**	**Very Low-Income**	**Low-Income**	**Moderate-Income**	**Above Moderate-Income**	**Total**
Approved Pipeline Projects							
79072120	4388 Alpine Road	Willow Commons	0	11	1	1	13
Pending Projects							
77281020	Alpine Road and Golden Oak Drive	Stanford Wedge	0	6	6	27	39
		Total	**0**	**17**	**7**	**28**	**52**

Source: Town of Portola Valley Planning & Building Department, 2022

ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS

In addition to pipeline projects, a community may also count ADU development projected to occur during the 2023-2031 planning period towards their RHNA requirements. To do so, communities must analyze historic building permit trends, over the last several years, to accurately identify a reasonable projection of ADUs to be developed over the planning period. This analysis considers the various California State laws passed since 2017 that are intended to encourage ADU development, as well as local efforts on behalf of the Town of Portola Valley to promote ADU development.

Figure 6-1 below includes an analysis of the Town's issuance of building permits for ADUs between the years 2017 to 2021. In the year 2017, the Town issued a total of 11 ADU building permits and seven ADU building permits were issued in both 2018 and 2019. In 2020, only three ADU building permits were issued due to the Town being severely impacted by the COVID-19 pandemic and a complete department shut down except emergency building permits for several months. In 2021, ADU permitting picked up again and the Town issued 11 building permits. As of May 2022, the Town has received seven applications for ADUs and is in communication with about eight more households looking to build an ADU. During a focus group meeting for property owners interested in building an ADU or Junior ADU (JADU), over 50 people attended and provided valuable input for new policies to help incentivize and streamline the ADU and JADU process. Due to the Town's trends in ADU building permits, property owner interest, as well as several new ADU and JADU programs proposed as part of this Housing Element update to encourage development of ADUs and JADUs, the Town of Portola Valley assumes an average of 11-12 ADU/JADU building permits to be issued each year of the 6th Cycle planning period. This equates to a total of 92 dwelling units planned to be constructed over the next 8 years.

Affordability Levels of Projected ADU and JADU Development

Due to their co-location on existing residential lots, and smaller building footprints, typically ranging in size between 800 and 1,200 square feet (ADUs) and 500 square feet (JADUs), ADUs and JADUs are generally considered to serve as affordable-by-design housing options in

communities. However, due to a variety of local market factors, the level of affordability of ADU/JADU development may vary by community. The Town of Portola Valley's proposed distribution of anticipated ADU/JADU development across affordability levels is consistent with the Technical Memorandum "Affordability of Accessory Dwelling Units" issued by ABAG on September 8, 2021 and detailed below in Table 6-5. Thirty percent of anticipated ADU/JADU developments, or 28 ADUs/JADUs are anticipated to be developed as affordable to "very low-income" households, with another 28 anticipated to be developed as affordable to "low-income" households. Another 30% are anticipated to be developed as affordable to "moderate-income" households and 10%, or eight ADUs/JADUs are anticipated to be developed as affordable to "above moderate-income" households. To encourage the development of ADUs/JADUs at various affordability levels, the Town proposes programs within *Section 7, Goals, Policies, and Programs* to further encourage the development of ADUs and JADUs at various income levels. These programs are summarized below for reference as well.

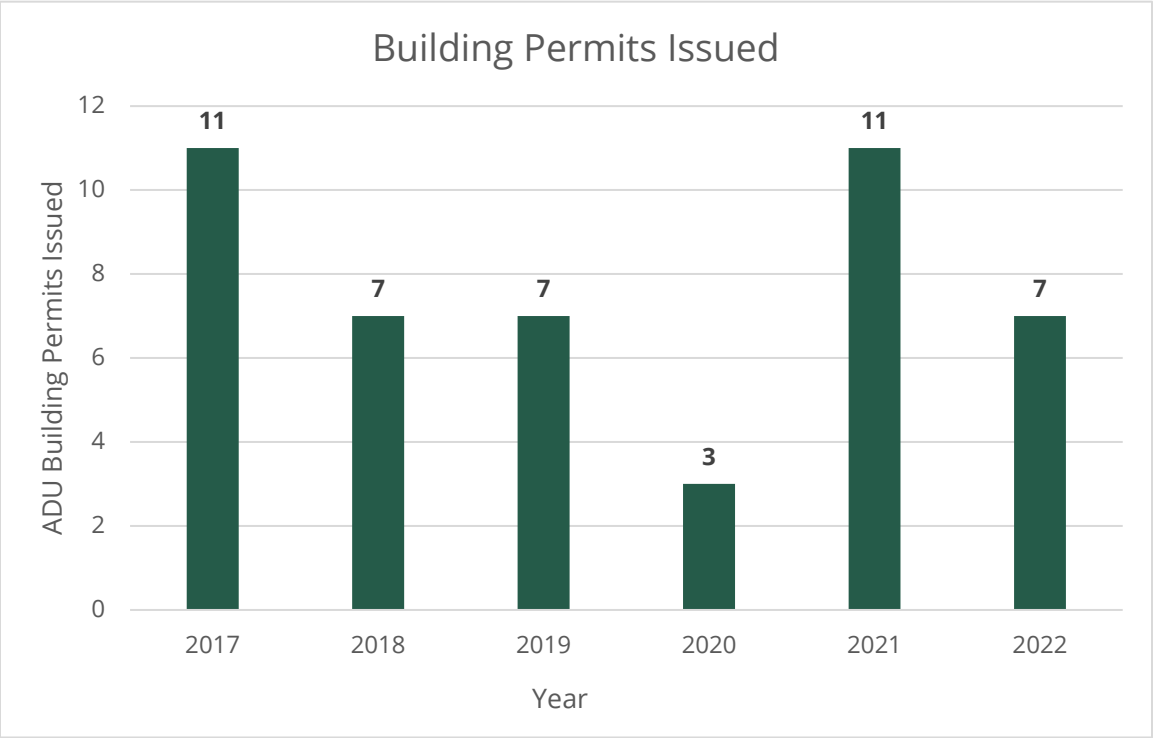


FIGURE 6-1: ADU BUILDING PERMITS ISSUED 2017-2021; ADU APPLICATIONS IN 2022

Source: Town of Portola Valley Planning & Building Department, 2022
Note: The year 2022 represents permit applications received as of May 2022.

Proposed ADU and JADU Policies and Programs

To continue to incentivize the development of JADUs and ADUs throughout the town, at a variety of affordability levels the Town proposes the creation and adoption of various JADU and ADU policies as outlined within *Section 7, Goals, Policies, and Programs*. These programs are summarized below for reference.

- Prepare pre-approved preliminary floor plans for ADUs and JADUs that are made available to property owners. These pre-approved floor plans would only require minimal additional engineering to account for the unique topography of sites and would significantly decrease the level of effort required of property owners in designing and permitting a JADU or ADU.
- Offer direct technical assistance and streamlining through the Town's Building Department to residents that want to make minor improvements to accommodate a JADU, such as adding an efficiency kitchen or other facilities.
- Create a new program to match low-income renters with ADU owners in Portola Valley. This program will match low-income renters who have experienced displacement from areas outside of Portola Valley, with ADU owners within Portola Valley to increase access to opportunities within the town. The Town will partner with the Human Investment Project for Housing (HIP Housing), a nonprofit organization that conducts a similar program in San Mateo County to match housing "providers" with housing "seekers."
- Create an amnesty program for existing, unpermitted ADUs to obtain permits to legalize the ADUs during the 2023-2031 planning period. The amnesty program would provide property owners the opportunity to formally legalize existing unpermitted ADUs.
- Establish staff and consultant ADU office hours so that applicants can ask questions of subject matter experts.
- Develop and run a survey of ADU owners in Portola Valley to determine how ADUs are being used in the community and how much they are contributing to the housing stock and affordable housing.
- Develop and run a survey of ADU owners in Portola Valley to determine how ADUs are being used in the community and how much they are contributing to the housing stock and affordable housing.

RHNA CREDITS SUMMARY

A summary of the pipeline and pending projects as well as projected ADU development which can serve as "alternative means" or credits toward the Town of Portola Valley's RHNA requirements are included below in Table 6-5. Together these credits total 144 units.

TABLE 6-5: RHNA CREDITS SUMMARY

	Affordability Category				
RHNA Credit	**Very Low-Income**	**Low-Income**	**Moderate-Income**	**Above Moderate-Income**	**Total**
Willow Commons Project	0	11	1	1	13
Stanford Wedge Project	0	6	6	27	39
ADUs/JADUs	28	28	28	8	92
Total	**28**	**45**	**35**	**36**	**144**

Source: Town of Portola Valley Planning & Building Department, 2022

SITE INVENTORY METHODOLOGY

Following consideration of applicable RHNA Credits as described above, the Town has identified land resources that are determined to be suitable for accommodation of the remaining portion of their RHNA requirements, inclusive of a buffer for all income categories. These suitable land resources are referred to as Adequate Sites. Consistent with Government Code Section 65583.2(a), and the community's priorities related to wildfire and geologic safety, Portola Valley's adequate sites appropriate for residential development include the following standards or characteristics:

- As a threshold matter sites with significant wildfire risk, geologic safety concerns, or evacuation constraints were screened out.
- An attempt to disperse the sites throughout town and not concentrate in a single neighborhood.
- The highest density should be located on streets with good accessibility.
- Vacant sites zoned for residential use.
- Vacant sites zoned for nonresidential use that allows residential development.
- Residentially zoned sites that are capable of being developed at a higher density, including sites owned or leased by a Town, county, or Town and county.
- Sites zoned for nonresidential use that can be redeveloped for residential use, and for which the housing element includes a program to rezone the site.
- Sites occupied by members of the Affiliated Housing Program.

In addition to the above criteria, the Town and consultant team used HCD guidance as well as trends from recent development projects to calculate the realistic capacity of adequate sites. These are described in greater detail below.

REALISTIC CAPACITY

Realistic capacity of sites identified within the Town's Housing Sites Inventory was calculated using a combination of proposed zoning, physical constraints, feasibility analysis conducted by an architectural consultant, input from an affordable housing developer, general market feasibility analyzed by 21 Elements on behalf of the Town, an economic consultant, and input from Town staff on local conditions. Since the Town has never had multifamily zoning, there is no history of what has been built in the past that can be used for comparison. Furthermore, other demographically similar communities in San Mateo County cannot be used to gauge market feasibility because there are no market-driven multifamily developments in those jurisdictions either. However, the Town recently saw the completion of a six-unit multi-family development at the Priory School through the Affiliated Housing Program, a 13-unit supportive housing project is currently in construction and a 12-unit multi-family affordable project is currently being proposed as part of a larger market-rate housing project proposed by Stanford University. Those projects demonstrate that it is realistic to develop housing that is not limited to single family.

Densities and Affordability

To make it feasible to develop housing that is affordable to very low- and low-income households, housing must be built at higher densities. HCD has published guidance that specifies the minimum residential densities deemed necessary to accommodate lower-income households. Per this guidance, which has been updated with 2020 Census data, the Town of Portola Valley is considered a jurisdiction with a "default density" of 20 dwelling units per acre. This means that sites that allow denser development of at least 20 dwelling units per acre are considered able to accommodate lower-income units. Accordingly, the Town has identified sites included within the Sites Inventory which will be rezoned to newly created zoning districts as outlined within the "Rezoning Program" subsection below. These rezonings will provide for the development of housing at default densities identified by HCD during the 2023-2031 planning period.

Site Size

Consistent with HCD guidance, sites identified within the Town's Site Inventory to accommodate lower-income housing units, developed at a minimum of 20 dwelling units per acre are between 0.5 acres and 10 acres.

Utilities

Realistic capacity also considered the location of many housing sites in existing urbanized portions of the town, already serviced by existing utilities and infrastructure. These parts of the Town offer the presence of existing infrastructure to serve the housing sites; however, some sites may require lateral connections or expansions of existing utilities, these improvements are considered standard improvements and routine of redevelopment projects in urbanized areas. Such improvements will be done at the expense of the property owner or developers.

REZONING PROGRAM

Pursuant to Government Code Section 65583.2(c), the Town of Portola Valley will adopt three new zoning districts including 1) a new multi-family district allowing up to four dwelling units per acre, 2) a new multi-family district allowing 20 dwelling units per acre, and 3) a mixed-use district allowing residential uses up to six dwelling units per acre. Sites which are proposed to be rezoned to these new zoning designations as part of this Housing Element update are indicated within Table 6-7. The new districts and rezonings will be adopted by January 2023.

Multi-Family Zoning Districts

Two new multi-family zoning districts will be created to allow for residential development up to four dwelling units per acre and 20 dwelling units per acre, respectively. Both districts will be subject to objective design standards that will be codified in the Municipal Code including but not limited to floor area, height, setback, lighting, and landscaping. The four dwelling units per acre zoning district shall be limited to the Glen Oaks housing site. The 20 dwelling units per acre shall be applied to 4394 Alpine Road and the Ladera Church Affiliated Housing site.

Mixed-Use Zoning District

The new mixed-use zoning district will allow for mixed-use residential development up to six dwelling units per acre. Objective standards will be included in the Municipal Code including, but not limited to, floor area, height, setback, lighting, and landscaping. The standards will require at least 50% of building floor area to be a residential use and will allow for up to 100% of building floor area to be dedicated to residential uses. This zoning district shall be limited to the 4370 Alpine Road housing site.

Opt-in-Single-Family Rezoning Program

To further increase housing development, the Town is creating an Opt-in Single-Family Rezoning Program to disperse additional residential units throughout the community and provide a greater diversity of types of housing units available. To gauge interest in such a program, the Town held an "Opt-in Rezoning" focus group meeting for property owners that may be interested in voluntarily upzoning their property. After the meeting, five property owners expressed interest in the program. The Town expects the program to be viable based on this preliminary level of interest and the number of potential units that could be produced on those sites. The new program will allow single-family residential parcels 1 acre or greater to upzone to allow up to four dwelling units per acre and a maximum of four dwelling units per lot, subject to the following safety criteria:

- Accessible to two ways of ingress and egress
- Located on a slope less than 30%
- Outside of a very high fire hazard severity zone, as adopted by the Town Council
- Outside of a fault zone
- Outside of areas identified with unstable soils or at risk of landslide or liquefaction

These potentially eligible parcels range from approximately one to 3 acres in size and are broadly dispersed throughout Portola Valley's neighborhoods. The Town has conducted a preliminary analysis of the properties meeting the criteria and is anticipating that a total of 12 residential units may be accommodated through the Town as part of the described Opt-In Rezoning Program during the 6th Cycle planning period.

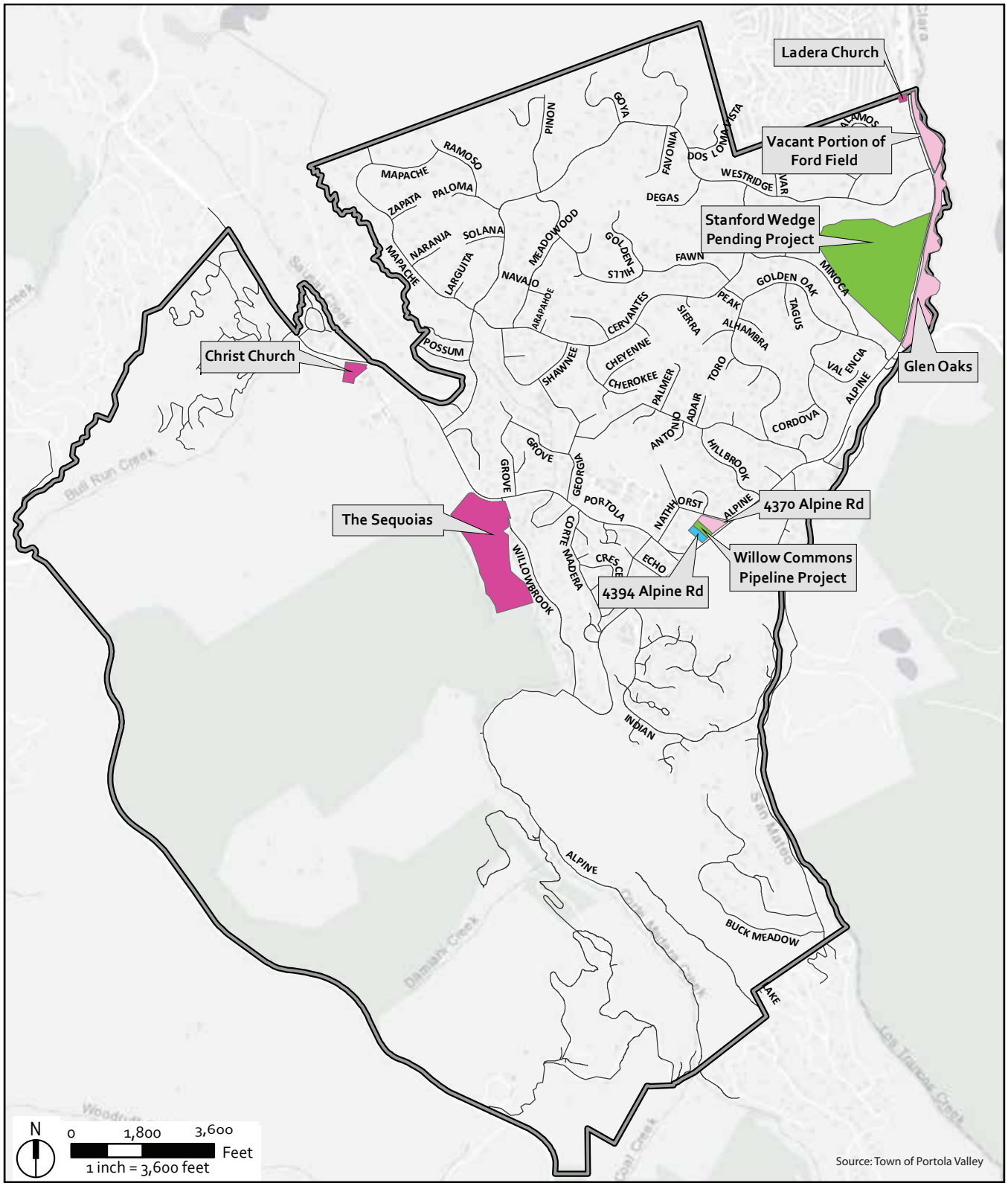
Prior to a property participating in the proposed Opt-in Rezoning Program, the site will be reviewed by the Town's Planning Commission for program eligibility consistent with the above safety criteria, which will be further detailed in the Municipal Code (adopted by January 2023). Contingent on eligibility being determined, proposed development of these sites would then be reviewed by the Town's Architectural and Site Control Commission (ASCC) for consistency with newly established objective design standards proposed to be adopted as part of this Housing Element update. These objective design standards will include but not be limited to, floor area, setback, height, lighting, exterior material, landscaping, and water usage standards. The Town's newly proposed multi-family and mixed-use zoning districts, as well as the Town's proposed Opt-In Rezoning Program will be adopted prior to January 2023.

SITES INVENTORY

Figure 6-2 below shows all adequate housing opportunity sites identified within the Town of Portola Valley as part of the 6th Cycle Housing Element update, similarly Table 6-6 below summarizes these sites according to how they will be utilized by the Town to meet its RHNA requirements. Based on pipeline and pending projects, projected ADU production, and the realistic capacity of the adequate sites inventory identified here within, the Town has capacity to accommodate 293 housing units, which is higher than the RHNA of 253. This includes a total of 88 units affordable to very low-income households, 51 units affordable to low-income households, 47 units affordable to moderate income households, and 107 units affordable to above moderate-income households.

Per HCD guidance, the Town's adequate Sites Inventory is described here in on a site-by-site basis and organized according to vacant and non-vacant land resources. It should be noted that a majority of the Town's adequate sites are non-vacant land resources as identified within this subsection. While several non-vacant sites are proposed to be eventually redeveloped with residential uses, several other non-vacant sites are proposed to retain their existing uses in addition to being developed with affiliated housing options associated with those existing uses. Affiliated housing options refer to multi-family housing developments on institutional sites intended to serve employees and staff affiliated with the institutions that own the site or other members of the Town's workforce. Due to the high-cost of living within Portola Valley, many employees of these institutional uses cannot afford to live in market-rate housing options provided within the town. Accordingly, the Town has identified these "Affiliated Housing Sites" for inclusion within the Town's 6th Cycle Housing Element update.

Inclusion of these Affiliated Housing sites within the Town's Sites Inventory is based on the Town's experienced success with their existing Affiliated Housing Program and the interest of these institutions in developing additional housing in the future. To date, the Town's Affiliated Housing program has provided for the development of a total of 13 affiliated housing units which are located at the Woodside Priory School, a private catholic college preparatory school located northwest of the intersection of Alpine Road and Portola Road in the town. Six units were recently completed, two of which are deed restricted for lower-income residents. The Affiliated Housing Program has become increasingly important to the community because it encourages people that work in Town to also live here. This diversifies the community and reduces the impacts of employees driving into town.



Portola Valley Jurisdictional Boundary

Pipeline and Pending Developments

Vacant Housing Sites

Non-Vacant Housing Sites (Not Affiliated)

Non-Vacant Affiliated Housing Sites

Figure 6-2
Adequate Sites

TABLE 6-6: ADEQUATE SITES LAND INVENTORY

APN	Name	Acres	Existing Use	Existing General Plan	Existing Zoning	Proposed Rezoning	Assumed Density (du/ac)	Realistic Capacity				
								VLI	LI	MI	AMI	Total
VACANT SITES												
79072130	4394 Alpine Rd Housing Site	1.18	Vacant	Commercial and Research/Administrative: Local Shopping & Service	CC	Multi-Family	20	2	4	5	12	23
Subtotal												*23*
NON-VACANT SITES												
77272010	Vacant Portion of Dorothy Ford Field and Open Space Housing Site	2.48[a]	Baseball Field (To Remain)	Neighborhood Community / Existing Park	O-A & R-E	Multi-Family	20	50	0	0	0	50
77282030	Glen Oaks Housing Site	4[a]	Equestrian	Alpine Rd. Scenic Corridor & Greenway	O-A & R-E	Multi-Family	4	0	0	2	14	16
79072060	4370 Alpine Rd Housing Site	1.5	Office	Alpine Rd. Scenic Corridor & Greenway	O-A & R-E	Mixed-Use	6	0	0	0	9	9
Subtotal												*75*
Affiliated Housing Sites												
79200030	Sequoias Affiliated Housing Site	42[b]	Multi-Family	Institution "Other"	R-E	No change	8[c]	0	0	5	18	23
076262030	Christ Church Affiliated Housing Site	1	Church	Institution "Church"	R-E	No change	6[c]	0	0	0	6	6
77271180	Ladera Church Affiliated Housing Site	0.5	Church	Institution "Church"	R-E	Multi-Family	20	8	2	0	0	10
Subtotal												*39*
Opt-In Rezoning Program Sites		>1	Single-Family Residential	Low-Medium and Low Residential	R-1, R-E	Opt-In Rezoning	4	0	0	0	12	12
Total												**149**

Notes: VLI = Very Low-Income, LI = Low-Income, MI = Moderate-Income, AMI = Above Moderate-Income, R-E = Residential Estate, R-1 = Single-Family Residential, A-P=Administrative Professional, O-A = Open Area, CC=Community Commercial. [a] Developable area. [b] Portion of a larger site. [c] Density to be determined by Planning Commission. Source: Town of Portola Valley, 2022.

VACANT SITES

4394 Alpine Road Housing Site

The housing site located in the Nathhorst Triangle at 4394 Alpine Road is approximately 1.18 acres and is currently vacant and consists of a grassy field. Lisa Wise Consulting prepared a preliminary concept plan for the site and estimated 23 units could be developed. This site will be rezoned with the new multi-family district that will allow 20 units to the acre.

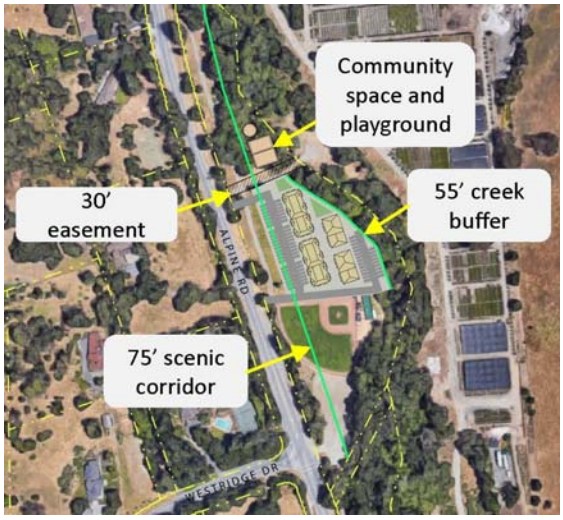
Feasibility analysis and conceptual site plan prepared by Lisa Wise Consulting

NON-VACANT (UNDERUTILIZED) SITES

The Town's non-vacant/underutilized land resources are anticipated to accommodate a total of 75 residential units of the Town's RHNA. These non-vacant land resources are categorized into five housing sites throughout the town. As described above, several non-vacant sites are developed with existing land uses that are proposed to be eventually redeveloped with residential uses, while other non-vacant sites are proposed to be developed with affiliated housing options. Affiliated housing is often provided by institutional, non-profit, and/or religious institutions such as churches and universities, among others. The Town of Portola Valley's non-vacant land resources proposed for the future accommodation of residential development include:

Vacant Portion of Dorothy Ford Field and Open Space Housing Site

The Dorothy Ford Field and Open Space Housing Site has approximately 2.48 acres of developable area in an irregular shape and is located in the northeast corner of the town, along Alpine Road. The overall site is owned by the Town and is currently developed with a baseball field and is located adjacent to Los Trancos Creek and the Alpine Trail.



Feasibility analysis and conceptual site plan prepared by Lisa Wise Consulting

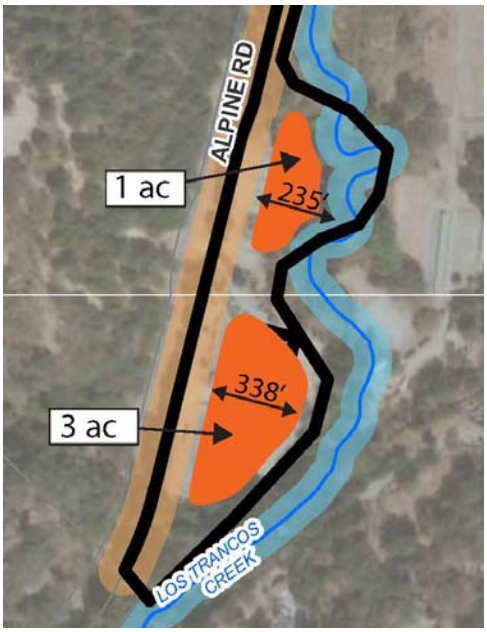
A constraints analysis for the site has been done to maintain the Town's 75-foot scenic corridor requirement and 55-foot creek setback while maintaining the existing baseball field. To determine if a multi-family development is physically possible in this area, the Town contracted with Lisa Wise Consulting to develop a conceptual site plan which demonstrates that up to 50 units is possible on the developable portion of the site. The site could also include 7,000 square feet of community space and a playground.

The Town is creating a new Gateway Land Use classification that will include multi-family affordable housing that will allow 20 units to the acre (of the developable portion of the site). The Dorothy Ford Field and Open Space site will be included in this new classification. As a Town-owned site, it will be offered to non-profit low-income housing developers to provide 50 very low-income units. To test the viability of this approach, the Town has spoken with Alta Housing, a non-profit agency that has built low- and moderate-income housing projects in San Mateo and Santa Clara Counties.

Alta's preliminary review shows this project would be competitive for tax credits and a project would be feasible. The latest regulations provide points for new construction Large Family housing type in Highest/High Resource areas per the 2022 California Tax Credit Allocation Committee (TCAC)/HCD Opportunity Map. The Town plans to solicit interest from affordable housing developers to develop the site. The Town has an existing Affordable Housing Fund with over 4 million dollars that may be partially utilized to fund the project if necessary. The Town would likely ground lease the site to the housing developer at a nominal rate.

Glen Oaks Housing Site

The Glen Oaks site, owned by Stanford University, has approximately 4 acres of developable land at the corner of Alpine Road and Arastradero Road. A portion of the land is occupied by the Isola Stables at the Glen Oaks Equestrian Center with grassy open fields surrounding the Stables. The Equestrian Center is subject to a short term-term lease. Across the street from this site is the Stanford Wedge property, a 39-unit project (see pending project). Stanford has expressed interest in working with the Town to develop an appropriate project at the Glen Oaks project site. Since the primary mission of Stanford University is education, the housing units are anticipated to be for faculty/staff with an affordable housing component. This site will be rezoned with a new multi-family district that will allow up to four units to the acre on the developable portions of the site. The Site Inventory estimates 16 units could be developed based on a feasibility analysis showing approximately 4 acres of developable area. The feasibility analysis evaluated the most restrictive scenario by keeping development outside of a 75-foot scenic corridor setback (in orange) and 55-foot creek setback (in blue). The width of each area (235 and 338 feet, respectively) was also considered wide enough to accommodate future development.



Developable area based on feasibility analysis.

4370 Alpine Road Housing Site

Feasibility analysis and conceptual site plan prepared by Lisa Wise Consulting

The second housing site in the Nathhorst Triangle located at 4370 Alpine Road is approximately 1.5 acres and is currently developed with underutilized office uses. Lisa Wise Consulting prepared a preliminary concept plan demonstrating that 20 units per acre would be feasible with complete redevelopment of

the site. The Ad Hoc Housing Element Committee found that this site would be appropriate with six units per acre and rezoned with the new mixed-use district. The Site Inventory estimates nine townhome units could be developed, which is well substantiated by the architectural feasibility diagram above. The northwest portion of the site includes a former tennis court and parking area that are not being used. The property owner has also expressed interest in redeveloping the property in a meeting with staff. The development potential of the site is greatly enhanced through inclusion as a housing site; the property owner has significant financial incentive to develop residential units.

Affiliated Housing Sites

The following housing sites were identified for inclusion within the Town's Site Inventory as affiliated housing sites, developed in accordance with the Town of Portola Valley's existing Affiliated Housing Program as described within this section, and *Section 7, Goals, Policies, and Programs*. The Town's Affiliated Housing Program was created in the 1990's and allows for the development of affordable, multi-family housing on institutional sites.

The Sequoias Affiliated Housing Site

The Sequoias Affiliated Housing Site is an approximately 42-acre parcel located just south of Portola Road in the central portion of the town. The northern portion of the site is presently developed as The Sequoias, a buy-in retirement community operated by Sequoia Living. The project site is currently designated Institution "Other" and zoned Residential Estate (R-E). The site is near the San Andreas Fault and includes potentially unstable soils. The Sequoias has operated in Portola Valley since prior to incorporation in 1964.

The Sequoias is in the early phases of exploring the development potential of the site. They have performed preliminary geotechnical investigations of the site to analyze whether additional development would be possible and where on the site it should be located. Their initial findings indicate that there are two potential locations for additional housing. The Town Geologist concurs with their initial analysis. Further design level geotechnical analysis will be required prior to approval by the Town. The Sites Inventory includes 18 market rate units for seniors and five workforce housing units to serve their employees, as proposed by The Sequoias in conversation with the Town. The workforce units are expected to reduce commutes for employees that travel great distances to work and help with emergency response capacity. Given the physical constraints of the site, The Sequoias may request relaxation of the setback requirement to accommodate future development. The Ad Hoc Housing Element Committee expressed support for a reasonable waiver of the setback to accommodate the workforce housing units.

The Sequoias is also looking to the future and the potential need to upgrade the site infrastructure and adapt with the changing needs of residents. The Town will continue to communicate with The Sequoias on their needs and how additional housing can be safely incorporated into the site.

Christ Church Affiliated Housing Site

Christ Church is a new member of the Affiliated Housing Program. The site is an approximately 2.9-acre parcel located at 815 Portola Road in the northern central portion of the town. The project site is currently designated "Institution "Church" and zoned Residential Estate (R-E). The site is presently developed with Christ Church, a preschool and parking lot. Church leadership has expressed an interest in joining the Affiliated Housing Program for several years. The approximately 1-acre parking lot behind the Church is the potential location for a housing development. Six units are included in the housing inventory. Preliminary analysis by staff indicates that the development of six townhomes is feasible at this location.

Ladera Community Church Affiliated Housing Site

The Town Council previously voted to include Ladera Community Church in the Affiliated Housing Program at their request; this Housing Element formalizes that action. Church representatives have expressed interest in developing housing in town for several years. The site is an approximately 0.5-acre parcel located west of Alpine Road, in the northeastern portion of the town. The project site is currently designated Institution "Church" and zoned Residential Estate (R-E). The church facility itself is located on the immediately adjacent property, which is located outside the Town limits. The development site is currently vacant, with only a small portion used as children's play area for the church. It will be rezoned to the new multi-family zoning district to allow 20 dwelling units per acre. The owner has expressed interest in developing housing on the site both publicly at Ad Hoc Housing Element Committee meetings as well as with Town staff.

SITES SUMMARY

State Housing Element Law requires local governments to prepare an inventory of land suitable for residential development, including vacant sites, sites having the potential for redevelopment, and an analysis of the relationship of zoning, public facilities, and services to these sites. The inventory of land suitable for residential development must be used to identify sites that can be developed for housing within the planning period.

Table 6-7 summarizes the Town of Portola Valley's capacity to meet RHNA goals.

TABLE 6-7: HOUSING SITES SUMMARY

	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Total
Land Resources					
Pipeline & Pending Projects	0	17	7	28	52
Projected ADU Development	28	28	28	8	92
Vacant Sites					
Dorothy Ford Field and Open Space Housing Site	50	0	0	0	50
4394 Alpine Rd Housing Site	2	4	5	12	23
Non-Vacant Sites					
Glen Oaks Housing Site	0	0	2	14	16
4370 Alpine Rd Housing Site	0	0	0	9	9
Affiliated Housing Sites					
Sequoias Affiliated Housing Site	0	0	5	18	23
Christ Church Affiliated Housing Site	0	0	0	6	6
Ladera Church Affiliated Housing Site	8	2	0	0	10
Opt-in Rezoning Program Sites	0	0	0	12	12
Total Unit Potential	**88**	**51**	**47**	**107**	**293**
2023-2031 RHNA	73	42	39	99	253
Extra Capacity	15	9	8	8	40
% Buffer Provided	**21%**	**21%**	**21%**	**8%**	**16%**

Source: Town of Portola Valley, 2022.

SECTION 7. GOALS, POLICIES, AND PROGRAMS

California Government Code Section 65583(b)(1) requires the Housing Element to contain "a statement of goals, quantified objectives, and policies relative to the maintenance, preservation, and development of housing." The policies and programs directly address the housing needs and constraints identified and analyzed in this Housing Element and are based on State law. Five goals are presented below pursuant to HCD requirements for the 6th Cycle.

As required by law, quantified objectives have been developed for housing production, rehabilitation, and conservation. These are presented at the end of this section. The quantified objectives provide metrics for evaluating the effectiveness of the Element.

Three types of statements are included in this section: goals, policies, and programs. Goals express broad, long-term statements for desired outcomes. Each goal is followed by multiple policies. The policies are intended to guide decision makers, staff, and other Town representatives in the day-to-day operations of the Town. They are statements that describe the Town's position on specific housing issues. Some policies, but not all, require specific programs to ensure their effective implementation.

GOAL 1: Expand the types of housing allowed in the community. Facilitate the development of a range of housing types to meet the Town's fair share of regional housing needs and accommodate current and new Portola Valley residents of diverse ages, races, and socioeconomic backgrounds.

Policy 1: Allow for new housing through new General Plan land use classifications for multi-family and mixed-use districts, a voluntary upzoning program, and other programs.

Program 1-1: Create a new "Gateway" land use classification in the General Plan that allows affordable housing, recreation and open space. Create two new zoning districts that allow for multi-family housing at four du/acre and 20 du/acre to provide for development of housing at lower-income levels.

- Include the Dorothy Ford Field and Open Space site as well as the Ladera Church site in the new "Gateway" land use classification.
- Create multi-family development standards in the new zoning district to allow for greater intensity, including floor area, height limits, minimum lot or unit sizes, and allowable dwelling units per acre.
- Consider establishing form-based codes and by-right approvals for the new zoning district.

Quantified Objective/Metric: Construct 99 units.
Time Frame: January 2031

Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 1-2: Create a new zoning district that allows for mixed-use residential development with up to six du/ac and would allow for up to 100% of building floor area to be dedicated to residential uses.

- Create mixed-use development standards in the new zoning district to allow for greater intensity, including floor area, height limits, minimum lot or unit sizes, and allowable dwelling units per acre.
- Consider establishing form-based codes and by-right approvals for the new zoning district.

Quantified Objective/Metric: Construct nine units.
Time Frame: January 2031
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 1-3: Create a new voluntary upzoning program that allows property owners with sites one acre or greater to develop up to four dwelling units per acre, assuming they meet the following safety criteria:

- Accessible to two ways of ingress and egress.
- Located on a slope less than 30%.
- Outside of a very high fire hazard severity zone.
- Outside of a fault zone.
- Outside of areas identified with unstable soils or at risk of landslide or liquefaction.

Interested property owners would be required to go before Planning Commission to demonstrate all safety criteria would be met. Subsequently, the Architectural Site Control Commission (ASCC) would review the planning application for compliance with a set of objective design standards.
Quantified Objective/Metric: Construct 12 units.
Time Frame: January 2031
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 1-4: Currently the Affiliated Housing program is implemented through the Housing Element. With this update, the Municipal Code will be updated to further incentivize use of this program to provide affordable workforce housing and to establish the parameters and process for the Affiliated Housing program, including development standards and affordability requirements.
Quantified Objective/Metric: Construct 29 units.
Time Frame: January 2031

Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 1-5: Explore co-housing as a means to encourage a broader range of residents to the community.
Quantified Objective/Metric: Identify organizations that support co-housing. Meet with them every two years to assess co-housing options or other programs to promote development of housing for lower incomes.
Time Frame: Initiate by June 2023 and meet every two years throughout planning period.
Responsible Agency: Planning & Building Department
Financing Source: General Fund

Policy 2: Create a well-managed affordable housing program that preserves affordability in perpetuity.

Program 2-1: Amend the Municipal Code to establish inclusionary housing requirements for new multi-family housing developments.
Quantified Objective/Metric: Adopt code amendment for inclusionary requirements.
Time Frame: June 2024
Responsible Agency: Town Council
Financing Source: General Fund

Program 2-2: Develop a program to manage new affordable housing units in the town. Consider including the following:

- Consider maintain affordability restrictions for 99 years or in perpetuity.
- Consider prioritizing affordable housing for residents, former residents or those who work, or used to work in the town.
- Use a small percentage of a future housing trust fund to pay for housing staffing.
- Consider joining with other cities in San Mateo County to share qualified housing staff to support the housing program.

Quantified Objective/Metric: Coordinate with other San Mateo County cities to establish a shared housing staff person or identify a third party affordable housing resource by July 2023.
Time Frame: Initiate by June 2023 and implement program by December 2023.
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund and Affordable Housing Trust Fund

Policy 3: Develop housing on town or non-profit owned parcels where feasible.

Program 3-1: Initiate a site planning process for the sites in the new "Gateway" land use classification to make the most efficient use of the property

and preserve open space. Pursue an affordable housing project on the Dorothy Ford Field and Open Space site in partnership with an affordable housing developer.

- Comply with provisions of the Surplus Land Act (Assembly Bill 1486- Ting, 2019).
- Consider improvements to the baseball field as part of the site planning process.
- Consider collaboration with Ladera Church to integrate their site into the Town's affordable housing project.

Quantified Objective/Metric: Begin site planning process in January 2024. Issue Request for Proposals to affordable housing developers by September 2024. Develop 50 very low-income units.
Time Frame: Issue RFP by September 2024.
Responsible Agency: Planning & Building Department
Financing Source: General Fund and Affordable Housing Trust Fund

Program 3-2: Provide technical assistance to nonprofits/religious institutions to develop their sites with affordable housing.
Quantified Objective/Metric: Provide monthly office hours for technical assistance starting June 2023. Construct 16 units by end of planning period.
Time Frame: Initiate by June 2023. Construct units by January 2031.
Responsible Agency: Planning & Building Department
Financing Source: General Fund

GOAL 2: Elimination of Government Constraints. Removal of governmental policies or regulations that unnecessarily constrain the development, improvement, or conservation of market-rate or affordable housing.

Policy 4: Revise standards and approval process to reduce cost and uncertainty for affordable housing and lower cost market rate housing.

Program 4-1: Create new parking requirements for affordable housing based on best practices and local conditions.
Quantified Objective/Metric: Adopt code amendments.
Time Frame: January 2024
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 4-2: Provide additional flexibility on development standards for affordable housing through State Density Bonus Law or the Affiliated Housing program.
Quantified Objective/Metric: Annual assessment for consistency and opportunities to expand flexibility.
Time Frame: Ongoing
Responsible Agency: Planning & Building Department
Financing Source: General Fund

Program 4-3: Establish a clear approval and permitting process for modular and manufactured homes.
Quantified Objective/Metric: Adopt code amendments.
Time Frame: June 2024
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 4-4: Establish clear zoning regulations and objective standards (pursuant to Senate Bill 330) for new multi-family development.
Quantified Objective/Metric: N/A
Time Frame: January 2023
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Policy 5: Improve the development review process to reduce uncertainty and encourage development that fits with the Town's objective standards while preserving rural character.

Program 5-1: Review and update Municipal Code standards so that they are more understandable and create handouts in plain language.
Quantified Objective/Metric: Adopt code amendments and make revised handouts available on the Town's website and at the Town Hall and library.
Time Frame: Evaluate code and amend by December 2023.
Responsible Agency: Planning & Building Department
Financing Source: General Fund

Program 5-2: Review use of consultants, staffing pattern, and fee schedules for ways to improve efficiency.
Quantified Objective/Metric: Evaluate annually and determine if changes are needed. Provide summary report to Town Council as part of budget process.
Time Frame: Ongoing
Responsible Agency: Planning & Building Department
Financing Source: General Fund

GOAL 3: Resilient Housing. Manage wildfire vulnerability through design and policy strategies.

Policy 6: Continue to refine fire resistant building standards and land use policies to ensure they utilize the most up to date science in preparation for wildfire resiliency.

Program 6-1: As part of the regular three-year cycle to update the building code, evaluate the code and include latest best practices for fire resiliency in collaboration with Woodside Fire Protection District.

Quantified Objective/Metric: Adopt code amendments as needed.
Time Frame: Evaluate code evaluated and incorporate best practices every three years.
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 6-2: Update the Town's landscaping regulations and guidelines with science-based best practices with respect to fire safety and water usage.
Quantified Objective/Metric: Adopt code amendments.
Time Frame: Regulations and guidelines evaluated by September 2023. Best practices incorporated by June 2024.
Responsible Agency: Conservation Committee, Planning & Building Department and Town Council
Financing Source: General Fund

Program 6-3: Consider adding supportive programs to assist households with vegetation management.
Quantified Objective/Metric: Consider establishing incentives or other resources for vegetation management and disposal for property owners.
Time Frame: Determine if incentive program will be established by June 2025.
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 6-4: Review and adopt, as appropriate, fire hazard maps developed by the Woodside Fire Protection District and/or CalFire. Once new fire hazard maps are available, revaluate sites to determine if any new sites are needed or if new fire prevention measures are needed.
Quantified Objective/Metric: Consider adoption of code amendments.
Time Frame: Adoption of Safety Element policies by January 2023. Consider code amendments when maps are available.
Responsible Agency: Planning & Building Department and Town Council in coordination with Woodside Fire Protection District
Financing Source: General Fund

Program 6-5: Once new fire hazard maps are available from Woodside Fire Protection District and/or CalFire, evaluate ADU and Senate Bill 9 ordinances to determine if any new fire prevention measures are needed.
Quantified Objective/Metric: Adopt code amendments.
Time Frame: Analysis conducted within 6 months of maps being available and code amendments adopted 3 months after that.
Responsible Agency: Planning & Building Department
Financing Source: General Fund

Program 6-6: Work with local fire officials to educate homeowners and landlords through community meetings, mailers, and participation in community events on how to reduce fire risk to structures and landscaping as wildfire risk continues to increase due to climate change.
Quantified Objective/Metric: Hold two community events annually, publish tips quarterly, and send mailers to all households once annually.
Time Frame: Ongoing
Responsible Agency: Wildfire Preparedness Committee and Town Manger in Coordination with Woodside Fire Protection District
Financing Source: General Fund

Program 6-7: The Town has had a number of regulations that encourage energy conservation for years. These include permitting solar installations, utilizing subdivision regulations that protect solar access, and supporting energy efficient design. In addition, most new development is clustered, which reduces impacts on the land. The Town also requires native landscaping, which reduces the need for both water and energy. All of these policies and regulations will continue.
Quantified Objective/Metric: Continue existing green and energy conservation measures, revise them when necessary, and implement new programs in accordance with the Sustainability Element and the town's future Climate Action Plan.
Time Frame: Ongoing
Responsible Agency: Planning & Building Department
Financing Source: General Fund

GOAL 4: Affirmatively Furthering Fair Housing. Promote equal opportunity for all residents to reside in the housing of their choice regardless of their special characteristics as protected under State and Federal fair housing law.

Policy 7: Promote ADU/JADU construction and affordability and encourage programs that would increase the diversity of ADU occupants.

Program 7-1: Improve public information on the ADU application and permit process so it is clear and comprehensive. Create new informational materials on JADUs, recognizing their benefits related to affordability, use of existing building areas, and environmental benefits. Track ADUs and JADUs separately to help analyze how well each program is working.
Quantified Objective/Metric: Construct 92 ADU/JADU dwelling units during the planning period.
Time Frame: Make informational packets available by June 2023.
Responsible Agency: Planning & Building Department
Financing Source: General Fund

Program 7-2: Create an amnesty program for existing, unpermitted ADUs to obtain permits to legalize the ADUs during the 2023-2031 planning period. The amnesty program would provide property owners the opportunity to formally legalize existing unpermitted ADUs.
Quantified Objective/Metric: Permit 15 existing dwelling units during the planning period.
Time Frame: Establish amnesty program by December 2023.
Responsible Agency: Planning & Building Department
Financing Source: General Fund

Program 7-3: Provide direct assistance from the Building Division for property owners interested in making minor changes to accommodate a JADU.
Quantified Objective/Metric: Construct 92 dwelling units during the planning period.
Time Frame: June 2023
Responsible Agency: Planning & Building Department
Financing Source: General Fund

Program 7-4: Establish staff and consultant ADU office hours so that applicants can ask questions of subject matter experts.
Quantified Objective/Metric: Construct 92 dwelling units during the planning period.
Time Frame: Initiate office hours by June 2023.
Responsible Agency: Town Staff, Town Geologist, Engineering Consultant
Financing Source: General Fund

Program 7-5: Develop and run a survey of ADU owners in Portola Valley to determine how ADUs are being used in the community and how much they are contributing to the housing stock and affordable housing.
Quantified Objective/Metric: Continue to update ADU database for the Town. Survey all property owners with ADUs/JADUs.
Time Frame: Conduct survey in 2023, 2026 and 2030.
Responsible Agency: Planning & Building Department
Financing Source: General Fund

Program 7-6: Develop an affordable ADU rental program that matches low-income tenants who have experienced displacement from areas outside of Portola Valley due to increasing rents with Portola Valley ADU owners willing to rent ADUs at below market rates.

Assess every two years if the number of very low- and low-income ADUs is meeting the Town's 6th cycle RHNA goals. If not, provide the following incentives:

- Provide incentives to homeowners to rent to Housing Choice Voucher Program (previously Section 8) and low-income households (like waiving fees or offering another financial incentive).

Quantified Objective/Metric: Reach out to HIP Housing to match displaced tenants located outside of Portola Valley. Develop 28 ADUs as affordable to "very low-income" households and another 28 as affordable to "low-income" households. Assess ADU/JADU production every two years. If not meeting RHNA goals, provide additional incentives.
Time Frame: Develop program by June 2023. Assess ADU production every two years beginning in 2024.
Responsible Agency: Town staff
Financing Source: Affordable Housing Trust Fund

Program 7-7: Prepare pre-approved preliminary floor plans for ADUs and JADUs that are made available to property owners. These pre-approved floor plans would only require minimal additional engineering to account for the unique topography of sites and would significantly decrease the level of effort required of property owners in designing and permitting a JADU or ADU.

Assess every two years if ADU and JADU production is meeting the Town's 6th cycle RHNA goals. If not, offer expedited plan check for ADU and JADU applications and organize a meeting with property owners that have constructed ADUs and interested property owners to understand the challenges and provide additional resources, as feasible to encourage ADU/JADU applications.
Quantified Objective/Metric: Establish pre-approved ADU and JADU floor plans. Develop 28 ADUs affordable to "moderate-income" households and 8 ADUs to "above moderate-income" households. Assess ADU/JADU production every two years. If not meeting RHNA goals, provide expedited plan check and meet with property owners two times per year.
Time Frame: Establish floor plans by December 2023. Assess ADU/JADU production every two years beginning in 2024.
Responsible Agency: Town staff
Financing Source: Affordable Housing Trust Fund

Policy 8: Encourage and support the enforcement of laws and regulations prohibiting discrimination in lending practices and in the sale or rental of housing.

Program 8-1: To comply with State law (SB 520), the Town adopted written Reasonable Accommodation Procedures within Chapter 18.11 of the Town's Code of Ordinances. The Town will continue to analyze existing land use controls, building codes, and permit and processing procedures to determine constraints they impose on the development, maintenance, and improvement of housing for persons with disabilities. The Town hands out informational brochures and includes information on the Towns website to inform residents of the Reasonable Accommodation Procedures.

Quantified Objective/Metric: Evaluate regulations every 3 years and determine if changes are needed.
Time Frame: Ongoing
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 8-2: Due to clarifications of California law relative to transitional and supportive housing, the Town's municipal code needs to be amended so that it is fully compliant. In order to comply, the new multi-family and mixed-use zoning districts need to allow supportive housing by-right in zones where multi-family and mixed uses are permitted, pursuant to Government Code Section 65651 (SB 745 and AB 2162).
Quantified Objective/Metric: N/A
Time Frame: December 2022
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 8-3: Update the Municipal Code to comply with State law to allow a Low Barrier Navigation Center by-right in zones where mixed uses are permitted, pursuant to Government Code Section 65660 (SB 48 (2019)).
Quantified Objective/Metric: Adopt code amendment.
Time Frame: Complete rezoning by 3 years and 120 days from January 1, 2023.
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 8-4: Incentivize developers through development standards concessions or fee waivers/reductions to increase the number of accessible units beyond the federal requirement of 5% for subsidized developments.
Quantified Objective/Metric: Increase accessible units beyond 5% for subsidized developments.
Time Frame: Incentives developed by January 2024.
Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 8-5: Rezone properties in Town to allow multi-family housing with a range of affordability levels and deed restrictions to ensure affordability over time. Affirmatively market the housing to households that are under-represented in Town including Black and Hispanic households.
Quantified Objective/Metric: Adopt code amendments.
Time Frame: Complete rezoning by 3 years and 120 days from January 31, 2023. Complete marketing materials to be sent at time of project approval.

Responsible Agency: Planning & Building Department and Town Council
Financing Source: General Fund

Program 8-6: Through collaboration with local service providers, convene a discussion of populations that are experiencing comparatively high rates of cost burden to discuss solutions for relief. Consider a rental assistance program tailored to extremely high cost-burdened residents. This may be in coordination with ADU/JADU programs. Include Black, Indigenous and people of color in these conversations.
Quantified Objective/Metric: Decrease cost burden in Portola Valley.
Time Frame: Convene discussion by June 2024. Consider rental assistance program by December 2024.
Responsible Agency: Town Staff and Race and Equity Committee
Financing Source: General Fund

Program 8-7: Collaborate with other cities/towns and Project Sentinel, or another similar organization, to perform fair housing training for property owners, real estate agents, and tenants across the region. The training would include information on reasonable accommodation and source of income discrimination, as well as other fair housing information with emphasis on certain topics driven by housing complaint data and information from stakeholders. Participation in fair housing training will be required for approval of landlords' business licenses. Focus enforcement efforts on race-based discrimination and reasonable accommodations.
Quantified Objective/Metric: Establish a list of property owners and real estate agents connected with the lease of multifamily housing and ADUs/JADUs. Provide written materials annually. Conduct two workshops.
Time Frame: Establish list by December 2023. Issue written materials annually thereafter. Conduct two workshops by 2030.
Responsible Agency: Town Staff and Race and Equity Committee
Financing Source: General Fund

Program 8-8: Create a webpage specific to fair housing including resources for residents who feel they have experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act.
Quantified Objective/Metric: Increase participants in fair housing programs.
Time Frame: Establish webpage by December 2023
Responsible Agency: Town Staff
Financing Source: General Fund

PROGRAM IMPLEMENTATION MATRIX

Table 7-1 includes the implementation timing for each proposed program.

TABLE 7-1: PROGRAM IMPLEMENTATION MATRIX

Goal/Policy/Program	Upon Adoption	2023	2024	2025	2026	Other
GOAL 1: Expand the types of housing allowed in the community.						
Policy 1: Allow for new housing through new General Plan land use classifications for multi-family and mixed-use districts, a voluntary upzoning program, and other programs.						
1-1: Create a new "Gateway" land use classification in the General Plan that allows affordable housing, recreation and open space. Create two new zoning districts that allows for multi-family housing at four du/acre and 20 du/acre to provide for development of housing at lower-income levels. ▪ Include the Dorothy Ford Field and Open Space site as well as the Ladera Church site in the new "Gateway" land use classification. ▪ Create multi-family development standards in the new zoning district to allow for greater intensity, including floor area, height limits, minimum lot or unit sizes, and allowable dwelling units per acre. ▪ Consider establishing form-based codes and by-right approvals for the new zoning district.	Amend Land Use Element and Zoning Code					Construct 99 units by January 2031
1-2: Create a new zoning district that allows for mixed-use development with up to six du/ac and would allow for up to 100% of building floor area to be dedicated to residential uses. ▪ Create mixed-use development standards in the new zoning district to allow for greater intensity, including floor area, height limits, minimum lot or unit sizes, and allowable dwelling units per acre. ▪ Consider establishing form-based codes and by-right approvals for the new zoning district.	Amend Land Use Element and Zoning Code					Construct nine units by January 2031
1-3: Create a new voluntary upzoning program that allows property owners with sites one acre or greater to develop up to four dwelling units per acre, assuming they meet the following safety criteria: ▪ Accessible to two ways of ingress and egress. ▪ Located on a slope less than 30%. ▪ Outside of a very high fire hazard severity zone. ▪ Outside of a fault zone. ▪ Outside of areas identified with unstable soils or at risk of landslide or liquefaction.						Construct 12 units by January 2031

TABLE 7-1: PROGRAM IMPLEMENTATION MATRIX

Goal/Policy/Program	Upon Adoption	2023	2024	2025	2026	Other
Interested property owners would be required to go before Planning Commission to demonstrate all safety criteria would be met. Subsequently, the Architectural Site Control Commission (ASCC) would review the planning application for compliance with a set of objective design standards.						
1-4: Currently the Affiliated Housing program is implemented through the Housing Element. With this update, the Municipal Code will be updated to further incentivize use of this program to provide affordable workforce housing and to establish the parameters and process for the Affiliated Housing program, including development standards and affordability requirements.						Construct 29 units by January 2031
1-5: Explore co-housing as a means to encourage a broader range of residents to the community.		June (Initiate)				Meet annually
Policy 2: Create a well-managed affordable housing program that preserves affordability in perpetuity.						
2-1: Amend the Municipal Code to establish inclusionary housing requirements for new multi-family housing developments.			June			
2-2: Develop a program to manage new affordable housing units in the town. Consider including the following: ▪ Consider maintaining affordability restrictions for 99 years or in perpetuity. ▪ Consider prioritizing affordable housing for residents, former residents or those who work, or used to work in the town. ▪ Use a small percentage of a future housing trust fund to pay for housing staffing. ▪ Consider joining with other cities in San Mateo County to share qualified housing staff to support the housing program.		June (Initiate) December (Implement)				
Policy 3: Develop housing on town or non-profit owned parcels where feasible.						
3-1: Initiate a site planning process for the sites in the new "Gateway" land use classification to make the most efficient use of the property and preserve open space. Pursue an affordable housing project on the Dorothy Ford Field and Open Space site in partnership with an affordable housing developer.			September (Issue RFP)			

TABLE 7-1: PROGRAM IMPLEMENTATION MATRIX

Goal/Policy/Program	Upon Adoption	2023	2024	2025	2026	Other
▪ Consider improvements to the baseball field as part of the site planning process. ▪ Consider collaboration with Ladera Church to integrate their site into the Town's affordable housing project. ▪ Comply with provisions of the Surplus Land Act (Assembly Bill 1486- Ting, 2019)						
3-2: Provide technical assistance to nonprofits/religious institutions to develop their sites with affordable housing.		June (Initiate)				Construct by January 2031
GOAL 2: Elimination of Government Constraints						
Policy 4: Revise standards and approval process to reduce cost and uncertainty for affordable housing and lower cost market rate housing.						
4-1: Create new parking requirements for affordable housing based on best practices and local conditions.			January			
4.-2: Provide additional flexibility on development standards for affordable housing through State Density Bonus Law or the Affiliated Housing program.						Ongoing
4-3: Establish a clear approval and permitting process for modular and manufactured homes.			June			
4-4: Establish clear zoning regulations and objective standards (pursuant to Senate Bill 330) for new multi-family development.		January				
Policy 5: Improve the development review process to reduce uncertainty and encourage development that fits with the Town's objective standards while preserving rural character.						
5-1: Review and update Municipal Code standards so that they are more understandable and create handouts in plain language.		December				
5-2: Review use of consultants, staffing pattern, and fee schedules for ways to improve efficiency.						Ongoing- Annual with Budget process
GOAL 3: Resilient Housing						
Policy 6: Continue to refine fire resistant building standards and land use policies to ensure they utilize the most up to date science in preparation for wildfire resiliency.						

TABLE 7-1: PROGRAM IMPLEMENTATION MATRIX

Goal/Policy/Program	Upon Adoption	2023	2024	2025	2026	Other
6-1: As part of the regular three-year cycle to update the building code, evaluate the code and include latest best practices for fire resiliency in collaboration with Woodside Fire Protection District.						Evaluate code and incorporate best practices every three years.
6-2: Update the Town's landscaping regulations and guidelines with science-based best practices with respect to fire safety and water usage.		September (Evaluate) June (Best practices)				
6-3: Consider adding supportive programs to assist households with vegetation management.		June				
6-4: Adopt fire hazard maps developed by the Woodside Fire Protection District and/or CalFire. Once new fire hazard maps are available, revaluate sites to determine if any new sites are needed or if new fire prevention measures are needed.		January				Adopt code amendments when maps are available
6-5: Once new fire hazard maps are available from Woodside Fire Protection District and/or CalFire, evaluate ADU and Senate Bill 9 ordinances to determine if any new fire prevention measures are needed.						Analysis conducted within 6 months of maps being available and code amendments adopted 3 months after that.
6-6: Work with local fire officials to educate homeowners and landlords through community meetings, mailers, and participation in community events on how to reduce fire risk to structures and landscaping as wildfire risk continues to increase due to climate change.						Ongoing
6-7: The Town has had a number of regulations that encourage energy conservation for years. These include permitting solar installations, utilizing subdivision regulations that protect solar access, and supporting energy efficient						Ongoing

TABLE 7-1: PROGRAM IMPLEMENTATION MATRIX

Goal/Policy/Program	Upon Adoption	2023	2024	2025	2026	Other
design. In addition, most new development is clustered, which reduces impacts on the land. The Town also requires native landscaping, which reduces the need for both water and energy. All of these policies and regulations will continue.						
GOAL 4: Affirmatively Furthering Fair Housing						
Policy 7: Promote ADU/JADU construction and affordability and encourage programs that would increase the diversity of ADU occupants.						
7-1: Improve public information on the ADU application and permit process so it is clear and comprehensive. Create new informational materials on JADUs, recognizing their benefits related to affordability, use of existing building areas, and environmental benefits. Track ADUs and JADUs separately to help analyze how well each program is working.		June				
7-2: Create an amnesty program for existing, unpermitted ADUs to obtain permits to legalize the ADUs during the 2023-2031 planning period. The amnesty program would provide property owners the opportunity to formally legalize existing unpermitted ADUs.		December				
7-3: Provide direct assistance from the Building Division for property owners interested in making minor changes to accommodate a JADU.		June				
7-4: Establish staff and consultant ADU office hours so that applicants can ask questions of subject matter experts.		June				
7-5: Develop and run a survey of ADU owners in Portola Valley to determine how ADUs are being used in the community and how much they are contributing to the housing stock and affordable housing.		2023			2026	2030
7-6: Develop an affordable ADU rental program that matches low-income tenants who have experienced displacement from areas outside of Portola Valley due to increasing rents with Portola Valley ADU owners willing to rent ADUs at below market rates. Assess every two years if the number of very low- and low-income ADUs is meeting the Town's 6th cycle RHNA goals. If not, provide the following incentives: ▪ Provide incentives to homeowners to rent to Housing Choice Voucher Program (previously Section 8) and low-income households (like waiving impact fees or offering another financial incentive).		June (Initiate)	June (Assess)		June (Assess)	June 2028 and 2030 (Assess)

TABLE 7-1: PROGRAM IMPLEMENTATION MATRIX

Goal/Policy/Program	Upon Adoption	2023	2024	2025	2026	Other
7-7: Prepare pre-approved preliminary floor plans for ADUs and JADUs that are made available to property owners. These pre-approved floor plans would only require minimal additional engineering to account for the unique topography of sites and would significantly decrease the level of effort required of property owners in designing and permitting a JADU or ADU. Assess every two years if ADU and JADU production is meeting the Town's 6th cycle RHNA goals. If not, offer expedited plan check for ADU and JADU applications and organize a meeting with property owners that have constructed ADUs and interested property owners to understand the challenges and provide additional resources, as feasible.		December (Initiate)	June (Assess)		June (Assess)	June 2028 and 2030 (Assess)
Policy 8: Encourage and support the enforcement of laws and regulations prohibiting discrimination in lending practices and in the sale or rental of housing.						
8-1: To comply with State law (SB 520), the Town adopted written Reasonable Accommodation Procedures within Chapter 18.11 of the Town's Code of Ordinances. The Town will continue to analyze existing land use controls, building codes, and permit and processing procedures to determine constraints they impose on the development, maintenance, and improvement of housing for persons with disabilities. The Town hands out informational brochures and includes information on the Towns website to inform residents of the Reasonable Accommodation Procedures.						Evaluate regulations every 3 years and determine if changes are needed
8-2: Due to clarifications of California law relative to transitional and supportive housing, the Town's municipal code needs to be amended so that it is fully compliant. In order to comply, the new multi-family and mixed-use zoning districts need to allow supportive housing by-right in zones where multi-family and mixed uses are permitted, pursuant to Government Code Section 65651 (SB 745 and AB 2162).	Will be complete in December 2022, prior to adoption					
8-3: Update the Municipal Code to comply with State law to allow a Low Barrier Navigation Center by-right in zones where mixed uses are permitted, pursuant to Government Code Section 65660 (SB 48 (2019)).					June	
8-4: Incentivize developers through development standards concessions or fee waivers/reductions to increase the number of accessible units beyond the federal requirement of 5% for subsidized developments.			January			

TABLE 7-1: PROGRAM IMPLEMENTATION MATRIX

Goal/Policy/Program	Upon Adoption	2023	2024	2025	2026	Other
8-5: Rezone properties in Town to allow multi-family housing with a range of affordability levels and deed restrictions to ensure affordability over time. Affirmatively market the housing to households that are under-represented in Town including Black and Hispanic households.					June	
8-6: Through collaboration with local service providers, convene a discussion of populations that are experiencing comparatively high rates of cost burden to discuss solutions for relief. Consider a rental assistance program tailored to extremely high cost-burdened residents. This may be in coordination with ADU/JADU programs. Include Black, Indigenous and people of color in these conversations.			June (convene) December (consider program)			
8-7: Collaborate with other cities/towns and Project Sentinel, or another similar organization, to perform fair housing raining for property owners, real estate agents, and tenants across the region. The training would include information on reasonable accommodation and source of income discrimination, as well as other fair housing information with emphasis on certain topics driven by housing complaint data and information from stakeholders. Participation in fair housing training will be required for approval of landlords' business licenses. Focus enforcement efforts on race-based discrimination and reasonable accommodations.		December (Establish list)				Two workshops by 2030
8-8: Create a webpage specific to fair housing including resources for residents who feel they have experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act.		December				

2023-2031 QUANTIFIED OBJECTIVES

Table 7-2 summarizes the quantified objectives for the 2023-2031 planning period.

TABLE 7-2: QUANTIFIED OBJECTIVES FOR PORTOLA VALLEY

	New Construction	Rehabilitation	Conservation
Extremely and Very Low-Income[a]	73	0	0
Low-Income	42	0	0
Moderate-Income	32	7	0
Above Moderate-Income	91	8[b]	0
Total	**238**	**15**	**0**

[a] Extremely low-income assumed to be 50% of very low-income allocation.
[b] Assumes the rehabilitation of 15 ADUs through the proposed amnesty program.

APPENDIX A | COMMUNITY ENGAGEMENT

PUBLIC ENGAGEMENT INPUT

Community engagement is a fundamental ethos of the Town of Portola Valley. Since the Town was incorporated in 1964, the community has prioritized resident participation in the development of public policy. The Town has an extensive resident committee system that makes recommendations to the Town Council on a broad range of issues. That approach has been applied to the Housing Element update. The update process is an opportunity to address what has happened before and look to the future to decide how the community will change throughout the 8-year RHNA cycle.

In addition to conversations focused on Portola Valley, the 21 Elements working group provided additional opportunities for community input. 21 Elements is a multi-year, multi-phase collaboration between all San Mateo County jurisdictions, along with partner agencies and stakeholder organizations, which aims to support jurisdictions in developing, adopting, and implementing local housing policies and programs. Let's Talk Housing is a collaborative effort between all 21 jurisdictions in San Mateo County focused on increasing awareness of and participation in the Housing Element update process. The 21 Elements working group organized an additional series of introductory meetings about the Housing Element update attended by more than 1,000 community members countywide, an All About RHNA webinar, four Stakeholder Listening Sessions that convened more than 30 groups, and a four-part Creating an Affordable Future webinar series to help educate community members about local housing issues.

The Town held many public meetings to discuss various aspects of the Housing Element Update (to date, 13 Ad Hoc Housing Element Committee meetings, two Focus Group meetings, two Community-wide meetings, two Ad Hoc Committee of Town Committees meetings, two Planning Commission meetings, and two Town Council meetings). During the Housing Element update process, the Town posted information on the Town's website, social media, distributed information through the Town's e-Notification system with over 450 subscribers and posted information on the Portola Valley Forum, an active list serve with over 3,600 members. Public meetings related to the Housing Element Update included the following:

- April 13, 2021 | Countywide Community Meeting
- April 22, 2021 | Countywide Community Meeting
- August 16, 2021 | Portola Valley Ad Hoc Housing Element Committee Meeting #1: What is A Housing Element and Why is it Important?
- September 20, 2021 | Portola Valley Ad Hoc Housing Element Committee Meeting #2: Existing Housing Element Organization, Housing Affordability Income Categories, Demographic and Housing Trends, Values, and Decorum
- September 27, 2021 | 21 Elements Countywide Listening Session #1 (Fair Housing)

- October 14, 2021 | Portola Valley Community Meeting #1
- October 18, 2021 | Portola Valley Ad Hoc Housing Element Committee Meeting #3: Sites Selection Possible Scenarios
- October 18, 2021 | 21 Elements Countywide Listening Session (Housing Advocates)
- November 1, 2021 | 21 Elements Countywide Listening Session (Builders/Developers)
- November 15, 2021 | Portola Valley Ad Hoc Housing Element Committee Meeting #4: ADU Presentation
- October-December 2021 | 21 Elements 4-part Let's Talk Housing Webinar
- January 11, 2022 | Ad Hoc Committee of Town Committees: Housing Element Update
- January 18, 2022 | Portola Valley Ad Hoc Housing Element Committee Meeting #5: Wildfire Resilience with Guest Speakers
- January 31, 2022 | Portola Valley Ad Hoc Housing Element Committee Meeting #6: Affiliated Housing Discussion and SB 9 Ordinance
- February 22, 2022 | Portola Valley Ad Hoc Housing Element Committee Meeting #7: Housing Sites Inventory and Woodside Fire Protection District Discussion
- February 28, 2022 | Portola Valley Ad Hoc Housing Element Committee Meeting #8: Housing Element Survey Summary and Sites Inventory Discussion
- March 21, 2022 | Portola Valley Ad Hoc Housing Element Committee Meeting #9: Policies and Programs Discussion
- March 23, 2022 | Town Council Meeting: Workplan, Priorities, Timing
- April 18, 2022 | Portola Valley Ad Hoc Housing Element Committee Meeting #10: Constraints, Sites Inventory, and AFFH Policies and Programs
- April 19, 2022 | Portola Valley ADU Focus Group
- April 21, 2022 | Portola Valley Opt-In Site Selection Focus Group
- May 2, 2022 | Portola Valley Ad Hoc Housing Element Committee Meeting #11: Sites Inventory Discussion
- May 9, 2022 | Portola Valley Community Meeting #2
- May 16, 2022 | Ad Hoc Committee of Town Committees: Housing Element Update Process
- May 24, 2022 | Portola Valley Ad Hoc Housing Element Committee Meeting #12: Review Partial Draft Housing Element Update
- June 15, 2022 | Planning Commission Meeting: Review Draft Housing Element Update
- June 20, 2022 | Portola Valley Ad Hoc Housing Element Committee Meeting #13: Review Draft Housing Element
- June 29, 2022 | Planning Commission Study Session: Review Draft Housing Element

- July 13, 2022 | Town Council Meeting: Review Draft Housing Element

In 2020, the Town updated the Planning & Building Department section of the Town's website to include a page with basic information about Housing Elements and the Town's timeline and an invitation for people to sign up for a notification list to stay involved. In 2021, the Town added a new Ad Hoc Housing Element Committee page under Town Committees where all meeting minutes and agendas related to the Housing Element update are posted. The website is available here: https://www.portolavalley.net/government/town-committees/housing-element-committee. The website includes links and information regarding the project timeline, link to subscribe to updates, links to related documents and related websites, agenda packets and meeting minutes, zoom recordings, and Housing Element FAQ.

Approximately 5,000 mailers/postcards were distributed Town-wide in both March and June 2022 to encourage community involvement in the housing element update process and to provide comments on the Draft Housing Element.


Don't let the state decide our affordable housing plan for us. Be part of the solution. Get involved now.

www.PortolaValley.net/HousingElement

The Town is currently in the 17-month process to develop our Housing Element, which must be completed at the end of this year under State law. The Housing Element must be updated every 8 years and requires the Town to build a certain number of housing units.

You can learn about the process on the Main Housing Element Update for webpage and find links to general meetings and specific committee work.

The Ad Hoc Housing Element Committee is taking the lead on creating recommendations for the Town Council. You can get resources, view past meetings and get agendas for upcoming meetings.

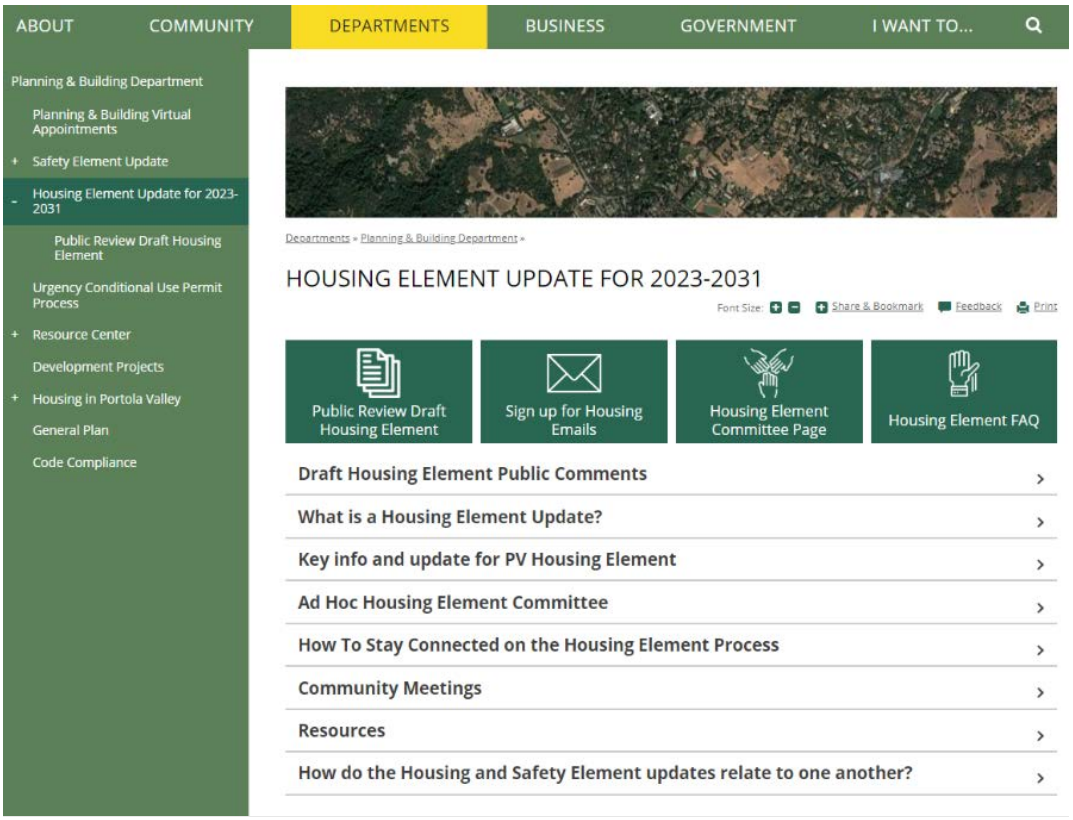
Subscribe to Town notices

www.portolavalley.net/enotices

Scan the QR code with your phone

If you have any questions or comments, please reach out to the Town Council or Staff.

The Public Review Draft Housing Element was posted on the Town's website and distributed to broadly on June 8, 2022 for a 30-day review period. During this time, the draft Housing Element was advertised for public review and comment.



Housing Element Update Webpage

21 ELEMENTS / LET'S TALK HOUSING

21 Elements organized a Let's Talk Housing series of countywide meetings about the Housing Element update and provided community members with an introduction of the Housing Element update and why it matters. More than 1,000 community members attended these meetings. Additionally, Let's Talk Housing held an All About RHNA webinar and a countywide four-part webinar series to help educate and inform San Mateo County residents and stakeholders on regional and local housing issues. The four-part series took place on Zoom in fall of 2021, focusing on the following topics and how they intersect with the Bay Area's housing challenges and opportunities:

- Why Affordability Matters
- Housing and Racial Equity
- Housing in a Climate of Change
- Putting it All Together for a Better Future

The series included speaker presentations, audience Q&A, breakout sessions for connection and debrief discussions. The sessions were advertised and offered in Spanish, Mandarin, and Cantonese, though participation in non-English channels was limited.

The main takeaways identified during the Let's Talk Housing dialogues are listed below:

Topic(s)
Housing affordability is a public health issue: Where we live impacts our health, economic equity, environmental and racial justice
The Three S's: Supply, Stability and Subsidy: Increase housing supply, protect renters and vulnerable households by providing stability, fill the gaps with subsidies
Implement strategies to promote climate-ready housing

Source: 21 Elements.

In addition, Let's Talk Housing sponsored four "listening sessions" with city and county staff and key stakeholders that convened more than 30 organizations and groups with regional experience. By focus area, the listening sessions included presentations and resources from the following:

Topic	Organizations
Building market-rate or affordable housing	▪ Center for Independence of Individuals with Disabilities ▪ Community Legal Services of East Palo Alto ▪ Housing Equality Law Project ▪ Legal Aid for San Mateo County ▪ Project Sentinel ▪ Housing Choices ▪ Root Policy Research
Addressing fair housing issues	▪ Housing Leadership Council ▪ Faith in Action ▪ Greenbelt Alliance ▪ San Mateo County Central Labor Council ▪ Peninsula for Everyone ▪ San Mateo County Association of Realtors
Advocating for affordable housing	▪ MidPen Housing ▪ HIP Housing ▪ BRIDGE Housing ▪ Mercy Housing ▪ Habitat for Humanity – Greater SF ▪ Eden Housing ▪ Affirmed Housing ▪ The Core Companies
Providing housing services	▪ Daly City Partnership ▪ HIP Housing ▪ LifeMoves ▪ Mental Health Association of San Mateo County ▪ National Alliance on Mental Illness ▪ Ombudsman of San Mateo County ▪ Samaritan House San Mateo ▪ Youth Leadership Institute ▪ Abode Services

Source: 21 Elements.

COMMUNITY-WIDE MEETINGS

In order to engage directly with the community, the Town held two (2) virtual community meetings on October 14, 2021, and May 9, 2022, as well as two (2) resident focus groups on April 19 and 21, 2022. In addition, the Town held multiple committee meetings open to the public for the Ad Hoc Housing Element Committee and Ad Hoc Committee of Town Committees, as described below.

During the Housing Element update process, the Town posted information on the Town's website, social media, distributed information through the Town's e-Notification system with over 450 subscribers and posted information on the Portola Valley Forum, an active list serve with over 3,600 members. The Town also circulated flyers to local employers requesting they let their employees know of the community meetings and opportunities to provide input during the Housing Element update process.

COMMUNITY MEETINGS

In addition to the distribution networks described above, the Town distributed flyers containing the meeting registration link and a QR code, as well as information on joining the meeting by phone.

Community Meeting #1

The first community meeting occurred on October 14, 2021, from 6:00 to 7:30 pm on Zoom. Participants were asked to pre-register through EventBrite in order for staff and consultants to anticipate attendance; the meeting link was distributed to anyone interested in attending. In total, 120 individuals pre-registered, and approximately 70 attended the virtual workshop. These numbers exclude staff, consultants, and elected and appointed officials.

The meeting used breakout rooms and small in-person group discussions to gather community feedback. During breakout rooms discussions, participants were encouraged to give feedback on Portola Valley's key housing needs and potential solutions through the site inventory and new policies and programs.

Councilmember Jeff Aalfs welcomed participants and provided a brief introduction to the project. Laura Russell (Planning & Building Director) walked attendees through the meeting program and shared a Zoom poll to collect anonymous demographic information. The demographic information is solely used to understand which members of the community are being reached, and who may be missing from participation. Of the 30 Zoom poll participants, the majority were White (77%), between 50-69 years of age (60%), owned a home (83%), and had lived in Portola Valley for over 21 years (53%).

The consultant team then described the background and context for the Housing Element Update during the first half of the workshop. The presentation compared the state, county, and town's demographics and housing needs; described State housing legislations; and provided an overview of the contents and requirements of the Housing Element. Attendees learned about the State mandate for the Town to plan for approximately 253 new housing units and understand criteria for selection of new housing sites.

Following the presentation, Town staff and consultants facilitated six, 30-minute breakout groups of approximately 10 to 12 participants. Staff prepared four (4) questions to guide the breakout group discussions:

1. What are some of the Town's key housing needs and challenges?

2. What ideas, policies, programs and suggestions do you have to meet the Town's housing needs?
3. Would you rather see new units (aside from ADUs) spread throughout the Town or fewer projects in more concentrated locations?
4. Imagine it's the year 2031. What does success look like with this Housing Element update? What words describe the housing in your community now?

After the breakout rooms convened, each facilitator gave a summary of their group's discussion. Refer to the Community Meeting Comments Attachment #1 below, which includes a compilation of the feedback received from residents in response to the questions listed above. The PowerPoint presentation, recording, and meeting summary was also made available on the Town's website: https://www.portolavalley.net/departments/planning-building-department/housing-element-update-for-2023-2031.

Community Meeting #2

The second community meeting occurred on May 9, 2022 from 7:00 to 8:30 pm on Zoom. While attendees were initially asked to pre-register on Zoom, later publication for the meeting provided the meeting link to remove barriers to participation. The meeting was attended by 139 participants, excluding staff, consultants, and elected and appointed officials.

Community Meeting #2 summarized previous community outreach and provided updates on the selection of potential housing sites under the sites inventory process. After a brief introduction from Councilmember Jeff Aalfs, Laura Russell (Planning & Building Director) walked attendees through the meeting program and shared a Zoom poll to collect anonymous demographic information. Of the 84 Zoom poll participants, the majority were White (70%), between 50-69 years of age (56%), owned a home (93%), and lived in Portola Valley for over 21 years (55%). However, compared with the first meeting, there were more young people that attended and slightly more diverse attendees in terms of race and ethnicity (as shown in Table A-1).

TABLE A-1: COMMUNITY-WIDE MEETINGS DEMOGRAPHIC COMPARISON

Demographic Information	Community Meeting #1 Oct. 14, 2021 (30 responses)		Community Meeting #2 May 9, 2022 (84 responses)	
What is your living situation?				
Own	**26**	**87%**	**78**	**93%**
Rent	3	10%	2	2%
Live w/Friends or Family	1	3%	1	1%
Other	0	0%	3	4%
How long have you lived in Portola Valley?				
0-5 years	5	17%	10	12%
6-10 years	2	7%	7	8%
11-20 years	6	20%	16	19%
21+ years	**16**	**53%**	**46**	**55%**
Don't live here	1	3%	5	6%
What is your age?				
18-29	0	0%	1	1%
30-49	2	7%	11	13%
50-69	**18**	**60%**	**47**	**56%**
70+	10	33%	18	21%
Decline to Respond	0	0%	7	8%
Race and Ethnicity				
Asian	0	0%	4	5%
Hispanic/Latino/x	0	0%	1	1%
White	**23**	**77%**	**59**	**70%**
Middle Eastern	1	3%	0	0%
Decline to Respond	6	20%	20	24%

Urban Planning Partners Zoom Poll Data, 2021 and 2022.

The consultant team then provided an overview of the Housing Element Update and summarized findings from previous community outreach and public meetings, including detailed feedback on Accessory Dwelling Units (ADUs), based on community interest. The consultant team further described both the sites inventory process leading up to Community Meeting #2 and identified sites recommended by Ad Hoc Housing Element Committee.

Following the presentation, Town staff and consultants facilitated nine, 45-minute breakout groups of approximately 10 to 12 participants. Staff prepared four (4) questions to guide the breakout group discussions:

1. The Ad Hoc Housing Element Committee's main priorities in site selection included:
   - Safety criteria.
   - Dispersing sites throughout the Town.
   - Providing a voluntary/opt-in approach for rezoning single-family properties.
   - Creating opportunities for affordable housing.
   - Preserving existing businesses.

   With these in mind, do you think these sites accomplish these priorities?
2. The Committee supports voluntary upzoning of single-family properties for up to 6 dwelling units/acre. What design features do you think would make a development compatible with the surrounding area?
3. For new multi-family development along Alpine Road in the scenic corridor, new zoning standards will be established. What specific things should be considered as they're developed?
4. For ADUs/JADUs, what other improvements would you suggest? What other assistance would help you through the process? Current improvements under consideration include:
   - Town revise handouts and create office hours.
   - Establish easy process for JADUs.
   - Match low-income renters with owners.
   - Amnesty program.

After the breakout rooms convened, each facilitator gave a summary of their group's discussion. Refer to the Community Meeting Comments Attachment 1, below, that includes a compilation of the feedback received from residents in response to the questions listed above. The PowerPoint presentation, recording, and meeting summary was also made available on the Town's website: https://www.portolavalley.net/departments/planning-building-department/housing-element-update-for-2023-2031.

FOCUS GROUPS

The AHHEC held two focus groups to explore strategies for housing production that community members had expressed interest or support in.

The first focus group, on April 19, 2022, included approximately 66 participants who were interested in or had experience building ADUs/JADUs in Portola Valley. The Town advertised the focus group by direct mail, eNotifications, and the Town newsletter. Any participants interested in attending were allowed to join. In breakout groups, participants were asked about potential barriers and solutions for ADU projects, and how ADUs were intended to be used.

The second focus group, on April 21, 2022, asked approximately 72 participants to provide feedback on a proposed strategy to voluntarily upzone individual properties. The Town advertised this focus group by sending physical mailers to owners of properties potentially eligible for such a strategy (i.e., greater than 1 acre, not located in VHFHSZs, access to adequate evacuation routes)—in total, 594 parcels. The focus groups started with a brief presentation on the Housing Element and density and ended with an open Q&A. Participants who provided their emails were later sent an online survey to gauge their level of interest in a potential upzoning process for their property.

The agendas and recordings for these two focus group meetings were made available on the Town's website: https://www.portolavalley.net/housingelement

COMMITTEE MEETINGS

Ad Hoc Housing Element Committee Meetings

The Ad Hoc Housing Element Committee (AHHEC) was formed to provide recommendations to the Town Council on the Housing Element Update, explore options to minimize the impacts of additional housing units, maximize public participation, and communicate information on the Committee's progress and recommendations to residents. AHHEC members included representatives from the Town Council; Planning Commission; Race and Equity Committee; Architectural and Site Control Commission; and community members.

From August 2021 to December 2022, the AHHEC met at least monthly for approximately 3-6 hours. Meetings were open to the public, and an opportunity for public comment was provided. An average of 40 to over 150 attendees participated at each meeting. Members of the public provided many comments during oral communications and related to the specific topics discussed.

Ad Hoc Committee of Town Committees Meetings

According to Town Council direction issued at its April 28, 2021 meeting, planning staff invited committees interested in participating in the Housing Element Update to delegate one to two members to join an Ad Hoc Committee of Town Committees. The purpose of the Ad Hoc Committee was to provide topical comments and questions throughout the Housing Element Update process. Ad Hoc Committee members included members of the Sustainability; Parks and Recreation; Trails and Paths; Conservation; Bicycle, Pedestrian and Traffic Safety; Wildfire Preparedness; and Emergency Preparedness Committees.

The Ad Hoc Committee of Town Committees held two meetings on January 11 and May 16, 2022, both of which had public participation. Meetings included staff updates on the Housing Element's progress and opportunities for Committee member feedback and public comment, lasting approximately 2.5 hours.

AFFH COMMUNITY ENGAGEMENT INPUT

A resident survey was conducted by Root Policy Research for the jurisdictions in San Mateo County to support the AFFH analysis of Housing Elements. It explores residents' housing, affordability, and neighborhood challenges and experiences with displacement and housing discrimination. See *Section 3, Affirmatively Furthering Fair Housing* and *Appendix C, Portola Valley Fair Housing Assessment*, for a discussion of the survey findings.

The Town received feedback from the 21 Elements Equity Advisory Committee and incorporated policies aimed at populations that have been historically underrepresented in Town. Additionally, the Town made a direct effort to solicit comments from employees that work in the community for the survey (discussed below), community meetings, and to comment on the Draft Housing Element.

HOUSING PREFERENCES AND PRIORITIES SURVEY

The Community Housing Survey, opened from February 10, 2022, until February 21, 2022, allowed the Town to gain a better understanding of community values and priorities. Feedback from the survey served as a foundation for future conversations about possible solutions and housing policies and helped the Town identify housing preferences, needs, and future housing opportunities in the City.

In total, the Town received 707 responses from both property owners and employees (see Attachment #2 for survey results). When asked about home types to meet the RHNA target, participants overwhelming preferred single family homes, ADUs, and clusters of small cottages, and generally supported population- or purpose-specific housing as well. Townhomes received modest support, and multi-family received the lowest level of support. When asked about factors to consider in planning for multi-family housing, participants supported: avoiding areas of high fire and geologic risk; prioritizing affordable housing; and providing incentives for ADUs and rezoning at institutions and businesses.

PUBLIC REVIEW DRAFT COMMENTS SUMMARY

Consistent with State law, a public review draft of Portola Valley's Housing Element was made available to the public on the Town's website and in person beginning June 8, 2022. The 30 day-public review period ended July 8, 2022. During this review period, a Town-wide mailer was distributed to all residents to encourage public comments on the Draft Housing Element and participation at the upcoming Planning Commission and Town Council meetings. During these meetings and 30-day review period, a total of 87 oral comments were provided and 121 written comments were submitted. Below is a summary of key public comments and concerns:

- Protect existing open space and parks, including the Dorothy Ford Field housing site
- Remove the Opt-in Rezoning Program
- Preserve the Equestrian Center and remove the Glen Oaks housing site
- Protect the Town's scenic corridor
- Create a new "Gateway" district for the Dorothy Ford Field and Open Space site and adjacent Ladera Church site (located across the street)
- Include a "sunrise provision" so that development of the Dorothy Ford Field and Glen Oaks sites are a last resort if the Town is not meeting their RHNA
- Increase the ADU/JADU target levels and put a greater emphasis on JADUs in the Housing Element
- Reduce the Town's proposed RHNA buffer

These issues were discussed at length during the Town Council meeting on July 13 and ultimately the Council kept the projected number of ADU/JADUs as proposed in the Draft Housing Element and modified the Opt-in Rezoning Program. They also recommended developing a Gateway land use classification for the Dorothy Ford Field and Open Space site and the Ladera Church site. The site will be planned with an overall view towards preserving the Town's gateway feeling and scenic corridor, maintaining the baseball field, and preserving the two large Oak trees if possible.

A subcommittee of the Town Council was formed to further discuss whether the recommended RHNA buffer could be adjusted and to explore the possibilities for keeping some equestrian uses at Glen Oaks while accommodating housing. After discussions with

Stanford (the property owner) and the Equestrian Center about feasible development of the site, the subcommittee decreased the number of proposed units on the Glen Oaks site from 29 to 16 units (by removing 14 above moderate units) which reduced the overall buffer from 21% to 16%.

ATTACHMENT 1: COMMUNITY MEETING COMMENTS

Community Meeting #1

Breakout Room Discussion Icebreaker Question: What is one thing you value/love about Portola Valley?

- Rural open space
- Low density/lots of trees and open space
- Natural beauty, excellent school system and proximity to peninsula
- Echo all these sentiments and recognize that we have some real challenges that we need affordable housing
- Knowing my neighbors and having relationships to talk through problems
- Natural environment; environment comes first
- Hiking
- Neighbors
- Rural quality
- Quiet
- Great place for family
- Open spaces
- Peace and calm
- Nature revived with COVID
- Rural nature/accessibility to outdoors
- PV is convenient to PA & MP
- Sense of community
- Sense of community
- Uniqueness of the area within Silicon Valley but close amenities
- Natural beauty
- Hiking and bike trails
- Schools

Question 1: What are some of the Town's key housing needs and challenges?

- **Access to Housing**
  - Overall lack of affordable housing
  - People that work in PV should be able to live here; applaud Woodside Priory's housing efforts; increasing housing for seniors, interested in other ways to increase housing for people who contribute
  - Very little affordable housing for all but the most wealthy, difficult for people who work in town, younger families and seniors with fixed incomes to live here
  - Fire fighters/teachers/grocery store workers
  - Like to see firefighters to be able to live in PV

  - Want to know if town continues to support programs for teachers/public safety workers to live here
  - Often some lower wage workers don't want to live here – younger people want more active area – we don't necessarily want to adjust housing
  - Key needs: teachers
  - used to have teachers/fire fighters living here, but have created an unfair labor market – do these people want to live in PV anyway?
  - Need housing for populations with special needs
  - Concern about the cost of housing for young families, firefighters, teachers and other essential workers
  - Housing for seniors to age in place that is affordable and allows to remain in PV
  - School district helped people buy homes
  - Housing needs are key – folks that work at the Sequoias have to drive a great distance to PV b/c there is no housing they can afford close by. This contributes to the traffic.
  - One group member said she wouldn't be able to afford to live in PV without living with family. We need housing to be inclusive and accessible.
  - Finding existing homes that are accessible are hard to find
  - Need a place for people to live for those that work in PV (especially given our lack of public transportation)
- **Concerns about Infrastructure/Resources**
  - If there's no vacant land, how will we provide new housing?
  - With this much housing, when will it reach capacity?
  - Infrastructure needs/issues like water, evacuation routes, and more schools all cost money.
- **Environmental Hazards**
  - PV is in a high fire danger area. #1 priority is for people to be safe for residents.
  - Fire dangers, limited amount of available land given scenic corridors, cost of building in this area
  - Drought, fire danger
  - Challenges: safety issues – fire safety/don't have fixed evacuation plan – has to be included;
  - Demands for housing. The challenge is the state telling us what to do especially with SB 9 & SB 10, safety, and wildfire concerns and any density
  - Worried about getting out of Town in case of wildfire – especially worried about how Stanford Wedge project will exacerbate the problem because of added traffic

  - Concerned about adding new housing in general and traffic impacts – believes housing should be dispersed throughout the Town
  - Fire safety – lives on north side of Town, really only one way out in case of a wildfire
- **Community Character**
  - Environmental constraints are a challenge – how can we meet our RHNA and maintain everything we love about PV?
  - Want to not impact rural nature of the area
  - SF has been essential even though has history of discrimination
- **Opportunities for ADUs**
  - Tried to house adult daughter in ADU who worked nearby, but were too short on minimum lot area required by Town – should consider on case-by-case basis to facilitate more housing
  - Should not isolate the lower income housing to only one area – should be disbursed
  - Increasing density hasn't been tracked by town – need to be able to count ADUs toward RHNA – town said they couldn't count them – concerned we have added a lot of ADUs, but we don't track them; some were illegal and now have become legal
  - Was planning to do ADU and asked how many had been built but couldn't get an answer – Town needs to figure this out
  - It's clear from the data that providing for ADUs is relatively easy way to build some extra housing, but the regulations are very excessive and inconsistent with process and follow through. Working on this would be a way to have lesser impact on meeting housing needs or demands, right now is very difficult.
- **Access to Transportation**
  - Lack of public transportation
  - Transportation – only 2 roads in an out, makes getting out a little more challenging
  - Transportation – no/little public transportation; 1 bus/day
  - Don't support public buses coming through – PV was envisioned as a different type of community – almost no places like it left
- **Feedback on Housing Element Process**
  - Addressing housing needs will be a slow process, but believes we'll be able to meet the challenge
  - Building more housing doesn't mean the cost of housing will go down
  - Had at least 3 meetings about housing – have been discouraged – what residents said wasn't property communicated to Council –

- It's not the residents who decide who should live in PV
- Never had a discussion of what has happened
- Challenge = fighting state's socialistic agenda
- Ladera (outside PV) had discriminatory effects
- How do we assess what our housing needs actually are? Do we respond to the affordability levels the State wants without knowing who wants to live here?
- Disagree entirely with RHNA and it should have been challenged by the Town; biggest concern is safety and geological and RHNA; the denser the housing, the more susceptible we are to wildfire danger

Question 2: What ideas, policies, programs and suggestions do you have to meet the Town's housing needs?

- **Multifamily/Affordable Housing**
  - Can't meet RHNA without multifamily zoning
  - Would love small MF housing – at churches
  - Create another group living situation or extend the Sequoias (very successful example in PV)
  - More affordable housing programs
- **Opportunities for ADUs**
  - Provide pre-approved plans and don't make it so ADUs have to match the character of the primary residences. Also make it easier to remove a tree by requiring the homeowner to put money in the bank for planting future trees.
  - ADUs help! Need to help streamline the permit process. New construction will help – need to fast track the process and make redevelopment more flexible.
  - Question about how do you make ADU's affordable?
  - Discussion that ADU's have been hard to build in Town. Also noted, that built a home office and the Town required verification that it would not be used an ADU
  - ADU's are helpful to achieve RHNA but not necessarily to achieve affordable housing.
  - ADU what are actual numbers that could meet RHNA requirements.
  - Much more interested in using ADUs to meet this demand, housing is extremely expensive and many of the properties have several acres to utilize.
  - Figure out how many ADUs have been built
  - ADUs – people can't get permits/inspections
  - Agree – don't understand why ADUs aren't added
  - We want to upgrade the ADU that came with the house, but was told we need to wait until 2023

- **Environmental Hazards/Safety**
  - Updating the Safety Element where we could provide input on evacuation routes and guide where we could put houses and high fire. There's nowhere to build right now
  - Addressing wildfire and water needs first. There needs to be more discussion combining the two.
  - Stanford wedge project – great deal of danger because parcel is so steep; story poles didn't show all the buildings
  - In high fire danger area
  - Fire safety – most people lost their insurance because the Town didn't….
- **Feedback on Housing Element Process**
  - Form a coalition with other similar towns such as Mill Valley and present ideas to help educate lawmakers in Sacramento
  - Get the state out of planning housing as a whole. Don't think there's a shortage.
  - Disappointed in today's presentation – didn't hear about disadvantages of building – such a one-sided event
  - Does HE have to make sure units get built?
  - What came out in PV forum – we were only town in SM county that didn't ask for any relief from RHNA – all others asked for reduced numbers.
  - Town didn't address issue with the state at all – PV is along many miles of parkland
  - Town isn't providing realistic approaches
  - Town is being sneaky
  - Have met total RHNA, but not specific categories –
  - Town has spent so much money with HIP and HEART – many are renting a room
  - Very frustrating

Question 3: Would you rather see new units (aside from ADUs) spread throughout the Town or fewer projects in more concentrated locations?

- **Mix of Both**
  - This depends on the demographic we are trying to cater to. Woodside Priory (?) is a good example
  - Look at both options – some concentrated housing and others spread out. More senior housing is needed. The Sequoias has about 200 units. We need more "affiliated housing" for care workers at the Sequoias.
  - Spread out personally, but for safety: everything new would be concentrated near exit routes

- **More Concentrated**
  - Fewer locations and close to the exit routes
  - Concentrated for walkability and proximity to transit
  - Would like PV to be more walkable with mixed-use buildings with retail on the bottom. More opportunities to walk and bike are needed.
- **More Dispersed**
  - The condo building with 2 stories and 6 units in PV is a good example of more dense housing that fits in with the area.
  - Build more clustered/ranch style housing with shared facilities where vacant land is available (although it's hard to find!). We don't want anything to look denser than it is today.
  - No high-rise is desired.
  - Need to preserve scenic corridors
- **Other Comments**
  - Teachers, firefighters, etc. need more options. In 1968, there were 900 children in PV and the population was mostly young families in the 1960s!
  - How does State law maintain/know the cost that landlords are charging? How will they know that landlords aren't jacking up the prices? Deed restrictions?

Question 4: Imagine it's the year 2031. What does success look like with this Housing Element update? What words describe the housing in your community now?

- **Community Character**
  - It looks like it does now
  - New housing fits into the existing Town environment, it's not too dense, less than four stories high
  - Town's parkland and recreation areas are intact
  - New housing blends into the landscape and allows a good mix of people to live in Town
- **Housing Location/Options**
  - Housing is built along Alpine and Portola roads, (location of Town's flattest land and closest to public transit)
  - Housing is located at the corner of Alpine and Portola roads to create more of a hub; there's apartments or condos next to Roberts Market
  - Community room for the elderly community, there are more places for seniors to meet, housing that's walkable
  - There's housing that serves populations in need such as seniors, disabled people and staff housing because pure affordable housing projects are difficult

  - There's a good variety of housing options to meet different needs
  - Hopes in light of SB9 and SB10 that common sense will prevail
- **Safety**
  - It's safer, with an emphasis on fire safety
  - Wants new housing not to put new (or existing) residents in danger
  - Given fire danger, hopes the town is still standing; want to see infrastructure improvements
- **Other Comments**
  - More public transportation
  - Taken a fresh look at underutilized office space – made decisions based on what's changed over the years and looked outside the box (especially in light of Covid, work-from-home)

Community Meeting #2

Question 1: The Ad Hoc Housing Element Committee's main priorities in site selection included safety criteria, dispersing sites throughout the Town, providing a voluntary/opt-in approach for rezoning single-family properties, creating opportunities for affordable housing, and preserving existing businesses. With these in mind, do you think these sites accomplish these priorities?

- **Comments on Site Selection**
  - The sites that have been chosen indeed meet all the criteria
  - Concerned about scenic/rural community
  - Wants a longer-term approach to how we want our community to look and be, not just how to build more houses. Do we want to be more transit friendly? Pedestrian friendly?
  - This seems like a fire drill to find more places for people to live
  - But we have the opportunity to make PV more of a 21st century community
  - Those who are most fearful of damage to their property/investment people are trying to restrict housing to only certain parts of town. The entire town needs to be considered. Baseball Field should not be eliminated or moved. Don't like state mandates but does like having people of varying incomes living in the town. Need to look at good of town to people generations coming after.
- **Comments on Site Distribution**
  - Want units spread more around town
  - One person supported the dispersed approach to locating multi-family housing.
  - Agreed with dispersal of sites
  - Concerns regarding dispersal

  - Sites have been dispersed well
  - Seems we rushed to a conclusion with the sites discussion starting in March. We could achieve more dispersal of sites.

- **Comments on Opt-In Approach to Upzoning**
  - Speakers not in support of the single family upzoning
  - The opt-in program should be time limited
  - Don't agree with including voluntary or involuntary upzoned sites
  - One person felt the voluntary upzoning process felt ad-hoc and not well thought out. Several people had concerns that the opt-in sites included too much wildfire risk.
  - Several speakers concerned about the Nathhorst site and Bear Gulch sites due to congestion in the area
  - Opt in approach is spot zoning, R1 is single family and R3 is 20/acre. But what about R2 which is duplex? Wants small cottages around that area to not decimate the trees.
  - Opt in upzoning is concerning to some that these areas will pop up all over the place
  - Don't agree with Upzoning at all or volunteer Upzoning which is spot zoning which can hurt the neighbors
  - Not wanting Upzoning-- The buffer can go down to 15% yet we are bringing it to 20%, wants 15%

- **Affordable Housing**
  - Creating opportunities for affordable housing
  - Supportive of affordable housing in town
  - General Plan says affordable housing is meant for seniors and workers within town, not others from outside community…
  - When partnering with an affordable housing developer—are there assurances of amenities/services in what's being developed? For example, afterschool activities, additional facilities. Is there a way to make sure these developments with amenities can be developed close other affordable housing so there's a concentration of services and facilities people can take advantage of? Wants to make sure housing committee is thinking of this.

- **ADUs**
  - Need to pursue more ADUs
  - Are JADUs on our radar? Need to clarify methodology for the number of ADUs we are counting.
  - Prefer approach to ADU / SB9 units (used Woodside/ Atherton - example)

- **Town-Owned Properties**

  - Discussion of using the community center (public lands) as an option for housing
  - More Town-owned properties are needed
- **Nathhorst**
  - The Nathhorst Triangle is too concentrated and those sites are too far into Town for evacuation.
  - Several speakers concerned about the Nathhorst site and Bear Gulch sites due to congestion in the area
- **Glen Oaks**
  - Intrigued by Glen Oaks
  - Glenoaks would not be able to serve the teachers or firemen or police, would only be the staff of Stanford. Wants the goal to be for workforce
- **Ford Field**
  - Several people cited concerns about evacuations if the Ford Field site were to be developed
  - Ford Field is problematic if a fire comes from Ladera or 280. References Zeke's [wildfire consultant] presentation
  - Ford Field seems like a good site. Hopes the Town will do less than 50 and keep one the oak trees. Maybe doable if they combine with the Ladera church property.
  - Some things like the oak trees and the green corridor are very important to the towns history and we shouldn't shove aside, hope we can do both building housing including at Ford Field and keep the heritage trees
  - Could we move the baseball field somewhere else so we can develop more housing there?
  - Constraints were identified before determining 50 units can be built there. However, constraints are self-imposed. Town has control and can eliminate them or reduce such as the scenic corridor setback. Ford Field itself is deed restricted but Town can go to state arguing the housing affordability crisis as reason to make it developable if additional land is needed.
  - Need to preserve the oak trees on Ford Field
- **Parking/Traffic**
  - Several people noted Portola Valley already has more traffic than it used to, and in certain sections of town it can be hard for families during school pick-up and drop-off times
  - Concerns about traffic associated with higher density
  - One person was concerned that the Stanford Wedge site would be developed without sufficient parking, and that residents/users would park in the Ford

Field development (the implication being there wouldn't be enough parking for both sites)

- Concerned about the amount of density and not for the parking along the scenic corridor, put the parking in the back perhaps
- Not happy about parking spaces intruding into scenic corridor and wildlife

- **Safety**
  - Main priorities should be wildfire and soils
  - School safety a key
  - Fire is a concern either way. We don't want to create a bigger problem. Not convinced it is safe to add people.
  - Committee is working with hands tied behind its back. Safety Element is incomplete
  - Concerns about safety especially as the fire map is old, and we don't yet have the evacuation study available & we need to ensure everyone can get out in a state of emergency
  - Concerns regarding safety criteria, awaiting fire maps, concerns regarding informed site choice property
  - General concerns about fire risk and evacuation routes
  - How do we know safety criteria will be safe enough?
- **Density**
  - One person hoped the committee would think holistically about the rezoning process and consider the entirety of the impact to the town
  - 3.2-acre property in Westridge should be considered. A group needs to go in depth about density bonus. Letter from Don Bullard about density - increased density could lead to loss of life.
  - Concerned about high density. Number of units seem drastically larger. Own remodel process was painstaking and there were various fire safety concerns. hypocritical for town to have these discussions right now.
- **Other**
  - Only need 253 units. 304 units have been identified without touching the Nathhorst triangle.
  - Want to preserve Parkside Grille
  - Wants the maps to be better with roads on them and with the sites next to the A, B, Cs
  - Fan of economic diversity in town
  - Structures need to have sprinkler systems installed. Committee is doing a commendable job.

Question 2: The Committee supports voluntary upzoning of single-family properties for up to 6 dwelling units/acre. What design features do you think would make a development compatible with the surrounding area?

- **Comments on Opt-In Approach to Upzoning**
  - There was an off-topic conversation about why the committee was pursuing an opt-in approach to upzoning. Council member Jocelyn explained that the approach came out of feedback received from residents that they didn't like the idea of parcels being upzoned without the consent of landowners. A participant asked if the committee has considered any downsides to an opt-in approach. The council member didn't know of any downsides.
  - Opposed to the spot zoning, don't want next door neighbor to spot zone and ignore what we want. Could bring down values of neighbor's homes. Trees can't cover that.
  - Need guardrails for upzoning. Is it for a certain size? Is every SF lot eligible? Which properties? Support if only certain properties/parcels.
  - Does this voluntary upzoning include mixed use? How do you deal with mixed use (for example in Nathhorst Triangle)? Would anyone want a saloon or Alpine in their backyard? Probably not. Don't want SF being upzoned to mixed use. What control would town retain to peace of homes is preserved.
  - We're not against housing in town, we're against voluntary upzoning, "rips apart community" "race to the bottom"
  - Correction on chart: it is 4370 Alpine not Nathhorst
  - Support for selected parcels. As long as it doesn't violate safety. No problem with amount of sq footage allowed, basic safety protected. Community will be enriched.
  - Up zoning – "terrible thing"
  - Voluntary up zoning needs to be removed
  - If it can't be removed, there needs to be a more thoughtful process for what sites gets to opt into this.
  - First people to up zone make profit. Rest of the neighbors have to deal with the construction and sense of neighborhood. This will pit neighbor against neighbor
  - At this point it seems better to scrap it then rush it
- **Comments on Proposed Density**
  - If upzoning to SF to 6 units per acre is allowed- what control do town/neighbors/planning commission retain in terms of size, location, height, fire safety? Hard to answer this question in abstract without knowing the constraints. Do not want 6 DUs/acre as law without town having ability to control any variables that make the community nice.

  - Wanted to know how many square feet new homes would be allowed to construct
  - 90 Bear Gulch should only have one additional home
  - People that are coming to service the properties, more people coming into town with more dense housing
  - Dense housing isn't as peaceful
  - Doesn't think it matters if it's 4 or 6.
  - 4 or 6 questions is relatively mute
  - 6 dwellings on one acre are too many
  - 6 units per acre too many for privacy and other reasons
  - Concern over 6 units/acre, consider 4
  - Maybe there's only 2 buildings on the acre, triplex,
  - Would people be more accepting of this if it's six?
- **Parking/Traffic**
  - Sites include parking
  - Parking is an important thing to consider for these prospective developments.
  - Cars are important to consider when development
  - Adding 250 homes to the town will at least 500 more cars
  - Concern about parking and traffic
  - Concerned about the number of cars. Shawnee pass is a narrow road. Concerned about egress… both parking and travel. Concerned about people being able to get out. Took 20 minutes to get to her driveway. Can we add roads for egress? Are there options for additional lanes?
  - Design feature suggestions: limiting number of driveways accessing road they're coming off. Is it possible to design for 1 or two driveway entrances so all the homes come through this/these 1-2 driveways?
  - Town is doing an evacuation traffic study.
- **Community Character**
  - Openness
  - will seem unnatural to have density next to other properties
  - Unobtrusive to the neighbors
  - People choose Portola valley because of the privacy/peace
  - Need to preserve the scenic corridor.
  - Appropriate landscaping to soften or hide the existing buildings – would help with the rural aspect and feeling of the community. Add trees, plants, etc to shield the view from the neighbors and public would make the building features less important

  - new units look nice and fit in to the landscape.
  - Keep a rural community feel
- **Typology**
  - potentially townhouses
  - Cottage/townhome style architectural preferred
- **Height**
  - Single story
  - Height should be kept to 2 stories
  - Encourage 1-2 stories (especially If we are providing the RHNA buffer)
  - Keep heights low profile, consider flat roofs
  - Two story limits
- **Setbacks**
  - Strong setbacks from adjacent properties
  - Keep buildings away from neighboring properties
  - Is setback
- **Building Material**
  - Need to be tasteful with color schemes and materials of future development
  - Natural, Building material usage
- **Lighting**
  - Lighting. No street lights.
  - Night sky ordinance
  - No common/lighting
  - Lighting should not impact neighbors
- **Other Suggested Standards**
  - There's only 1 front door on each door
  - Separation of structures and sprinklers are necessary
  - Intact single unit?
  - Signage
  - Septic (up-zoning options), water
  - Noise ordinance (how do these interplay)
  - Non-shared
  - lots of pervious surfaces
- **Precedents**
  - Woodside priori project is good example

  - Woodland commons (on alpine road)

- **Unrelated Comments**
  - More control in the General Plan. We need to follow the General Plan and be strict with its implementation.
  - Maybe considering Public Lands?
  - We'll be sharing these breakout notes with the committee.
  - Consolidating housing: why do we need 2 baseball fields? What if we just consolidate 2 fields into 1?
  - For Nathhorst, the 20 du/ac is inappropriate
  - For Affordable Housing, Ford Field should take care of what is needed but Density Bonus could add more units on other sites!
  - Ford Field, 2 cars per unit

Question 3: For new multi-family development along Alpine Road in the scenic corridor, new zoning standards will be established. What specific things should be considered as they're developed?

- **Comments on Site Selection**
  - Convos between town and property owners are private- doesn't give neighbors opportunity to comment
  - Cannot destroy value of lifetime of savings by people who've lived in town for only a few years
  - Use town-owned land that is not immediately adjacent to SF
  - Ad-hoc Committee member or Councilor said it's best to save Nealy property for next housing element round. Odd. Why? A lot of squeezing making people in room nervous. Spring down farm
  - Prioritize old established planning
  - General plan prohibits multi-family development along alpine road
  - Ford field site is open space (per advice); concern regarding it as open space
  - Concerned regarding general plan
- **Scenic Corridor**
  - Are not happy with the decision to put more density in the corridor. Can't hide huge buildings with trees they'll be too small
  - Setbacks from alpine road
  - Scenic corridor and mf are contradictory
  - Might have to be in scenic corridor because it's most accessible place to build multi-family housing
  - Need to protect scenic corridor- Jon will offer lot to town
  - Scenic corridor

  - How do we design and plan to make scenic corridor stay as lovely as possible?
  - Maintain the scenic corridor setbacks and use landscaping to hide some of the new development
  - Buildings should be setback from the street and maintain scenic corridor requirements
  - Want view protections and better understand what people will see
- **Traffic/Parking**
  - Parking (located front/back/tuck under?)
  - Cars are not attractive to see
  - If you can develop up to 36 units- where will cars go?
  - No parking in the scenic corridor. Put parking underneath or behind development
  - Resident expressed that they don't want to be looking at a parking lot from their home
  - Concern about traffic, ford field, major entry and exit. Will create a bottleneck.
- **Creek**
  - Setbacks from riparian corridor
  - Urban water ways
  - Development is next to a stream. It's really important not to pollute the stream. Landscaping shouldn't pollute streams
- **Setbacks**
  - Consider setbacks, how to make entrance into PV as attractive as possible
  - Setbacks
  - At Ford Field one participant suggested the buildings be move forward toward Alpine Rd with parking in the back
- **Lighting**
  - People were interested in continuing to enforce the dark skies ordinance that limits nighttime light pollution
  - Lighting
  - Lighting
  - Parking lot won't have lighting. Liability to have unlit parking lot.
  - Reminder that only dim light is needed for safety
  - Consider lighting
- **Trees**
  - Need landscaping
  - More trees.

  - Adding trees to buffer won't be enough because it will take a long time for them to grow
  - Also maintain the heritage trees and the feeling of the community to maintain the rural atmosphere
- **Screening**
  - Screening, particularly natural screening, is important
  - Trash and utilities should be screened or enclosed so as not to be visible from the street
- **Other Suggested Standards**
  - Open space/landscaping/trails
  - Materials
  - Articulation
  - Height
  - Sit quietly in the landscape. Doesn't like 3 story buildings. Height or heft shouldn't be taller than existing buildings. Have architectural guidelines.
- **Safety**
  - Evacuation route
  - Need to understand geologic issues with building on orchard land
  - Fire department is not equipped to extinguish a fire in multifamily housing.
- **Other comments**
  - Ownership options (would like this for affordable solutions)
  - Resident expressed that they'd love to see more young families moving to Portola Valley

Question 4: For ADUs/JADUs, what other improvements would you suggest? What other assistance would help you through the process?

- **Amnesty Program**
  - All (suggestions) good. We should be strongly encouraging them. Particularly amnesty program
  - Make use of ADUs/JADUs as much as possible. Amnesty program is important. Can't rely on ADUs alone.
  - Need more clarity with Amnesty Program. What are the requirements and what can we include in the RHNA?
  - Amnesty program important
  - Amnesty program
  - Support for the amnesty program

  - Amnesty program is important. Her home had problems with water flow when new housing was created. Why not legalize existing units. Town needs to help resolve these issues. Town General Plan needs to be followed.
  - There was some conversation about amnesty programs. People had questions about whether the amnesty program could be used to legalize units that could count towards the town's RHNA. There were questions about how residents could find out whether an existing JADU/ADU was legal and known about by the town.
- **Informational Resources**
  - Have a designated person residents interested in ADU's can speak with
  - Office hours won't be enough
  - Junior ADUs are great, need a marketing program for JADUs
  - A tool to help homeowners visualize what an ADU would look like on their property
  - Town revise handouts and create office hours
- **Permitting Process**
  - Establish easy process for JADUs
  - Process needs to be streamlined; it took two years to get an ADU approved
  - Need to support homeowners get through the process
  - More clarity for the process
  - Flexibility in permitting
  - Look back at comments from past ADU permits that held permit up (most seen city comments)
  - Contract planners reviewing ADUs need to be designated (need uniformity in review)
  - Streamlined process
  - Process is a huge barrier
  - Residents expressed concerns the process of getting an ADU approved is long and expensive
- **Support for Pre-Approved Plans**
  - A lot of support for pre-approved ADUs
  - Pre-fab options would be good too
  - Pre-approved plans
  - Would like preapproved plans and pre-fab options
- **Cost**
  - Need to think about whether or not to require sprinklers as that adds a lot of cost

  - Need help determining how much taxes will go up
  - Incentives for homeowners – many people are house rich but cash poor
  - Programs that would reduce costs – one person pointed out that building an ADU in the town is expensive. Several people expressed interest in programs that would reduce costs.
- **Utilities**
  - How can residents get information on sewer and septic tank hook ups? Can be cost prohibitive. Can town offer financial assistance?
  - Facilitate to obtain the necessary info and pre-requirements for sewer hook-up and septic tanks.
  - Consider ways to streamline horizontal utilities/infrastructure
  - Electrical panel upgrades
  - Sewage/septic connections
  - Septic approval process (with Westbay) makes the ADU build process painful
- **General Comments on Housing Element**
  - Pointed out that he believes you can do a time limited deed restriction to have something count in the RHNA allocation.
  - Deed restrictions can be time limited.
  - Need a way of measuring how many ADUs we have already.
  - Need to disperse more housing through more ADUs/JADUs
  - Encourage merging adjoining lots and then upzone (i.e., merge two one-acre lots, then build 10-15 units of senior or low-income housing).
  - Wants a process that does not pit neighbor against neighbor (referring to housing in general not just ADU's)
  - We want more young families in our community
  - Lots of houses are empty. Wants to see numbers of what's been built, what is occupied. Etc.
- **Other Ideas**
  - Look at Oakland for examples
  - Match low-income renters with owners

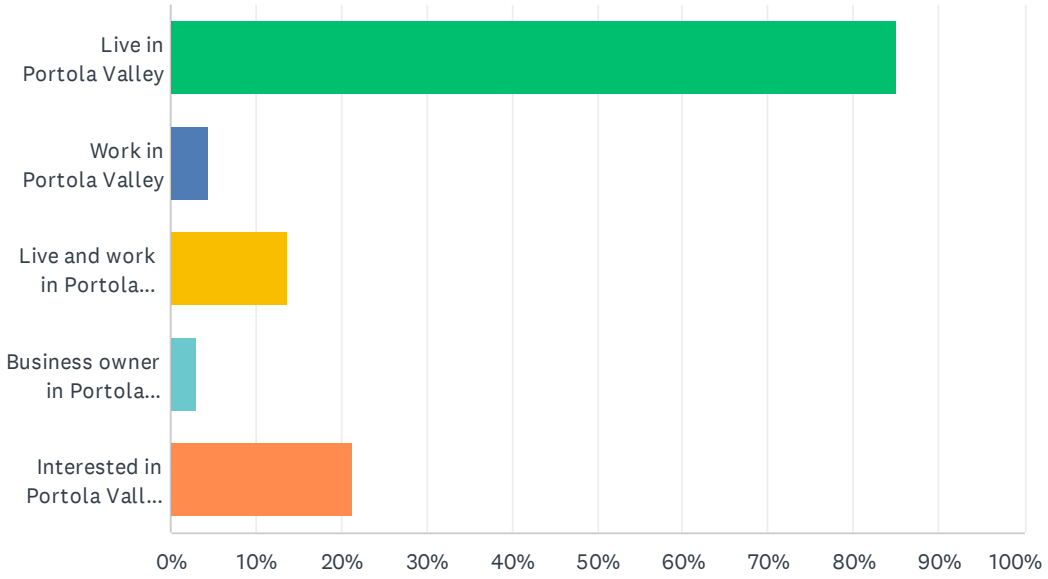
Additional Comments

- Embarcadero findings, may not be 3.5m units needed for the state after all, might be less
- Thought only 63 attended the April 19th meeting, not 90
- Need more in person meetings – felt more outreach necessary

ATTACHMENT 2: HOUSING IN PORTOLA VALLEY SURVEY RESULTS

Q1 What is your connection to this Housing Element update survey? (select all that apply)

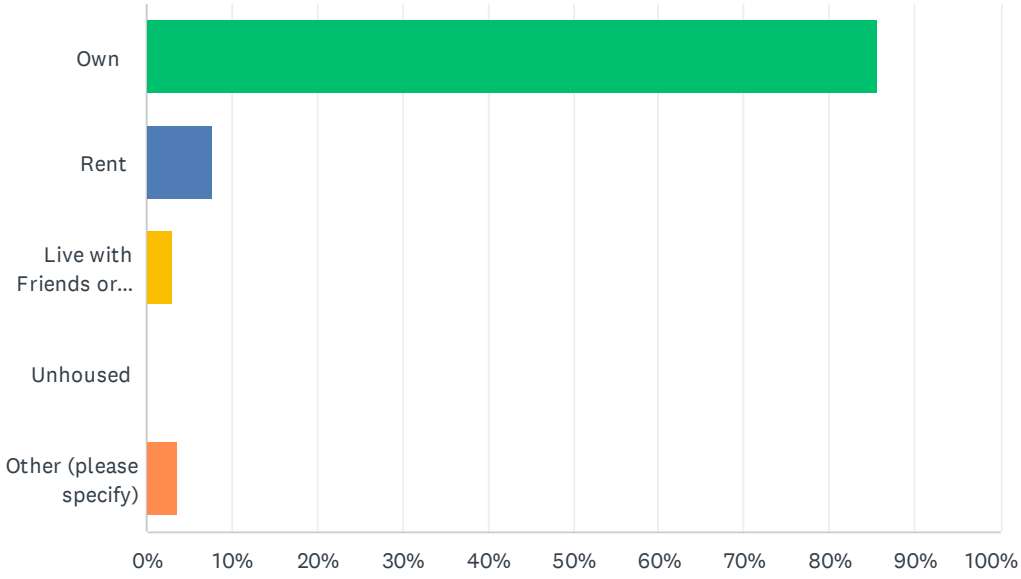
Answered: 707 Skipped: 0



ANSWER CHOICES	RESPONSES	
Live in Portola Valley	85.15%	602
Work in Portola Valley	4.38%	31
Live and work in Portola Valley	13.72%	97
Business owner in Portola Valley	2.97%	21
Interested in Portola Valley housing issues	21.36%	151
Total Respondents: 707		

Q2 What is your living situation?

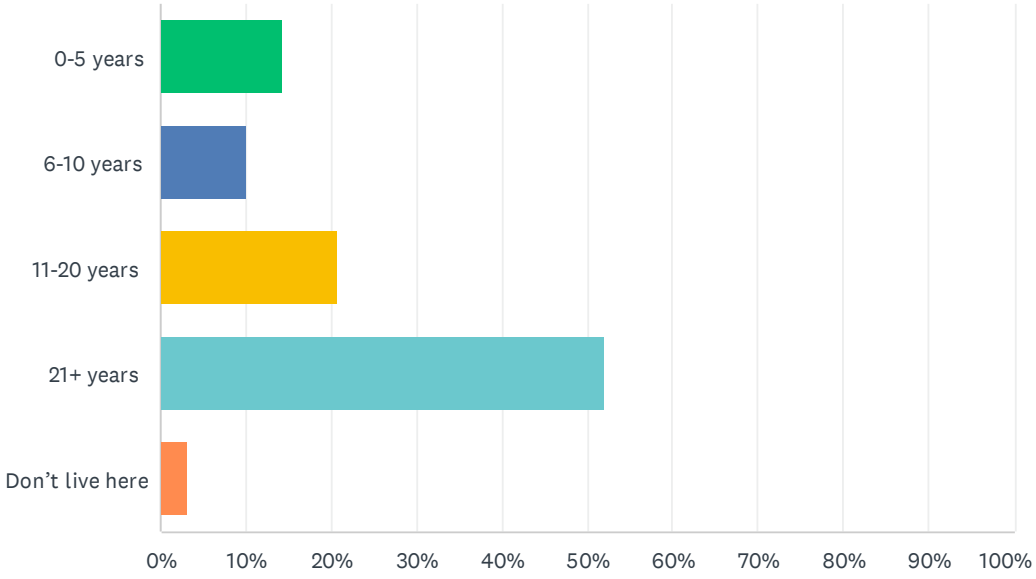
Answered: 704 Skipped: 3



ANSWER CHOICES	RESPONSES	
Own	85.80%	604
Rent	7.67%	54
Live with Friends or Family	2.98%	21
Unhoused	0.00%	0
Other (please specify)	3.55%	25
TOTAL		704

Q3 How long have you lived in Portola Valley?

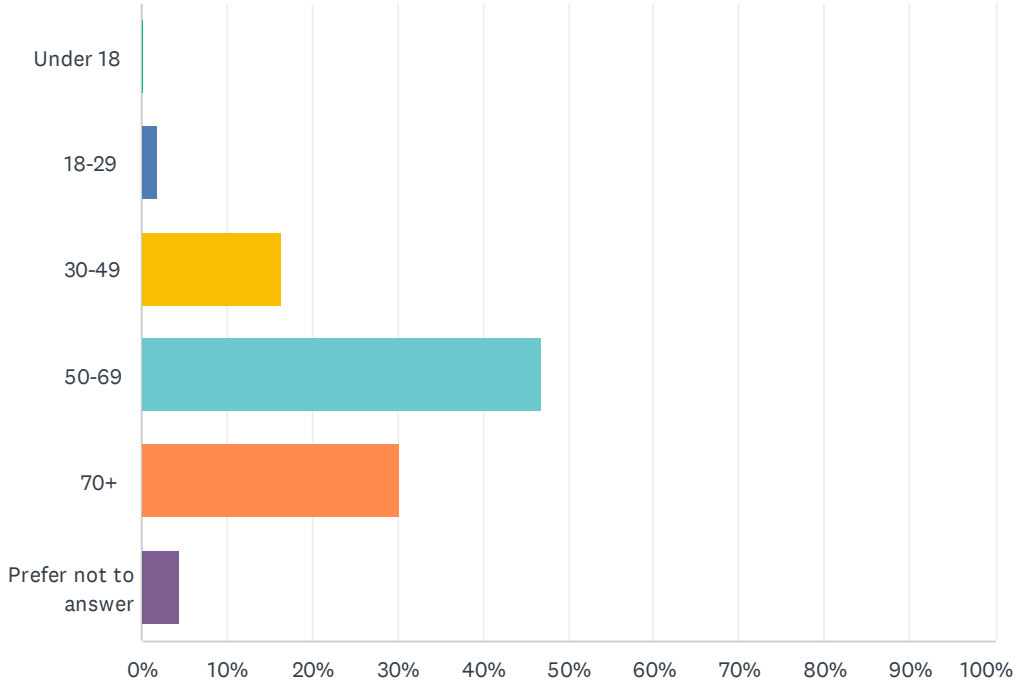
Answered: 704 Skipped: 3



ANSWER CHOICES	RESPONSES	
0-5 years	14.35%	101
6-10 years	9.94%	70
11-20 years	20.60%	145
21+ years	51.99%	366
Don’t live here	3.13%	22
TOTAL		704

Q4 What is your age?

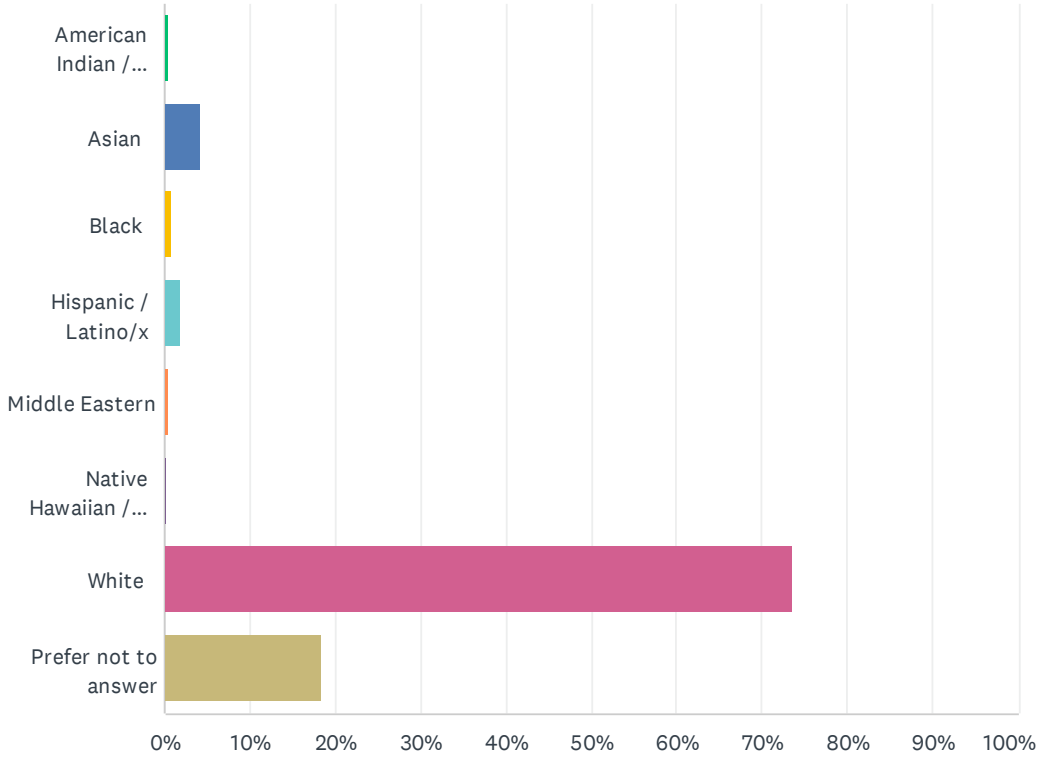
Answered: 705 Skipped: 2



ANSWER CHOICES	RESPONSES	
Under 18	0.28%	2
18-29	1.84%	13
30-49	16.31%	115
50-69	46.95%	331
70+	30.21%	213
Prefer not to answer	4.40%	31
TOTAL		705

Q5 Race and Ethnicity

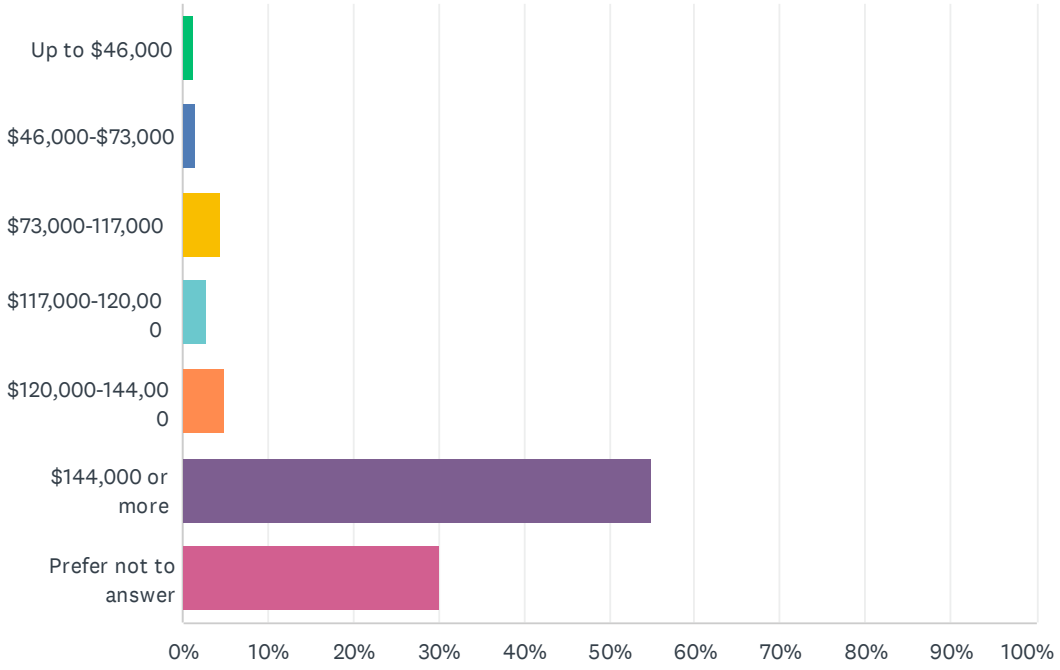
Answered: 705 Skipped: 2



ANSWER CHOICES	RESPONSES	
American Indian / Alaskan Native	0.43%	3
Asian	4.26%	30
Black	0.85%	6
Hispanic / Latino/x	1.84%	13
Middle Eastern	0.43%	3
Native Hawaiian / Pacific Islander	0.14%	1
White	73.62%	519
Prefer not to answer	18.44%	130
TOTAL		705

Q6 What is your total household income?

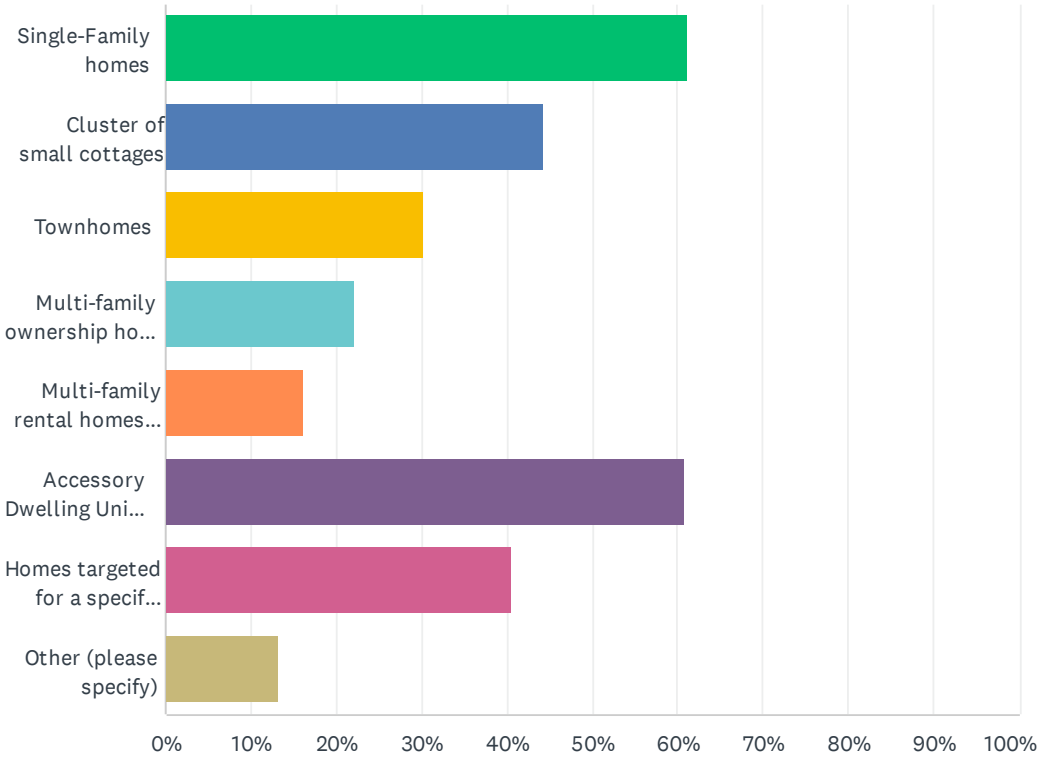
Answered: 705 Skipped: 2



ANSWER CHOICES	RESPONSES	
Up to $46,000	1.28%	9
$46,000-$73,000	1.56%	11
$73,000-117,000	4.40%	31
$117,000-120,000	2.84%	20
$120,000-144,000	4.82%	34
$144,000 or more	55.04%	388
Prefer not to answer	30.07%	212
TOTAL		705

Q7 As the Town works to identify parcels of land or “sites” for potential new homes to meet our housing mandate requirement, what are the preferred types of homes you would like to see built in Portola Valley? Choose all that apply

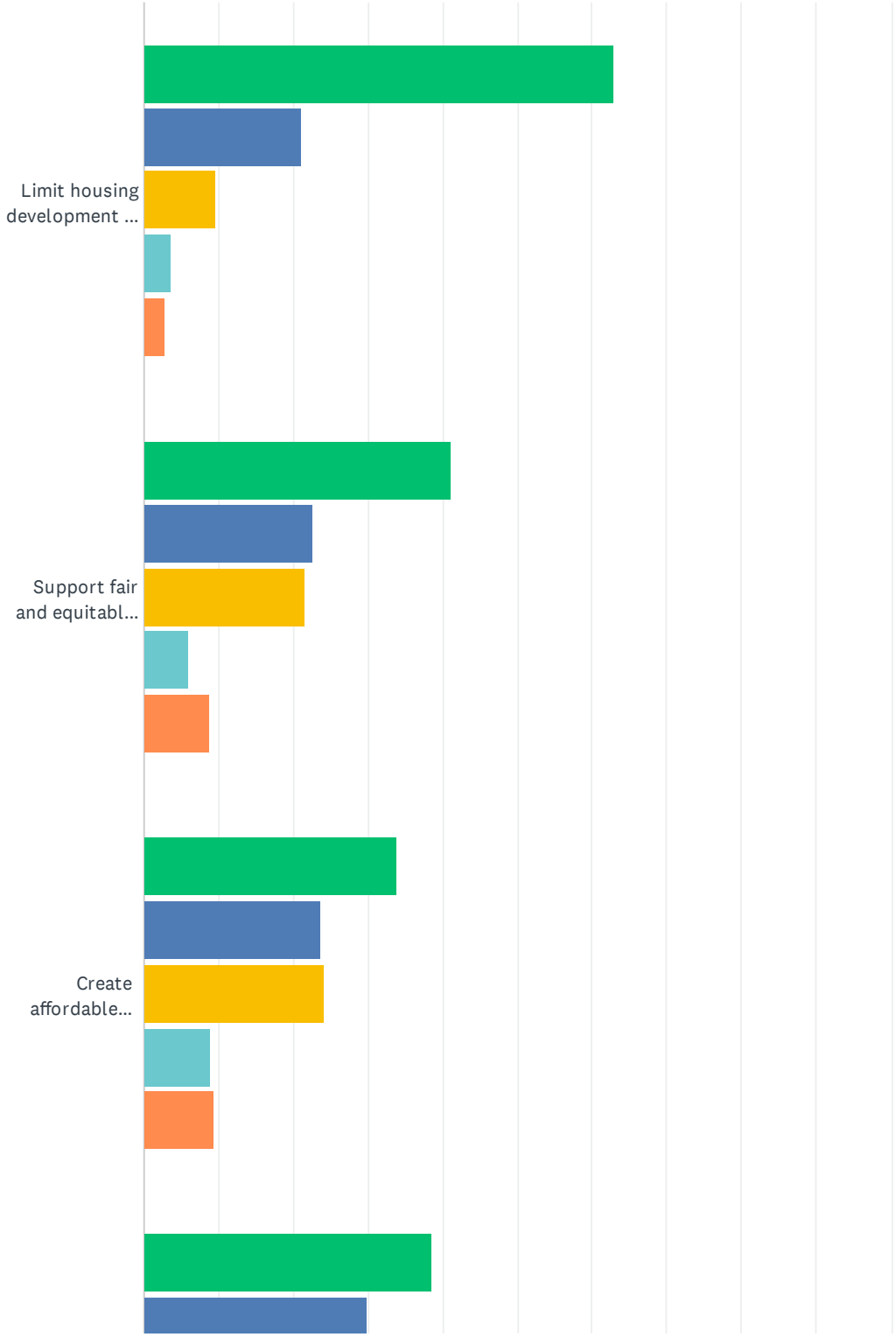
Answered: 700 Skipped: 7

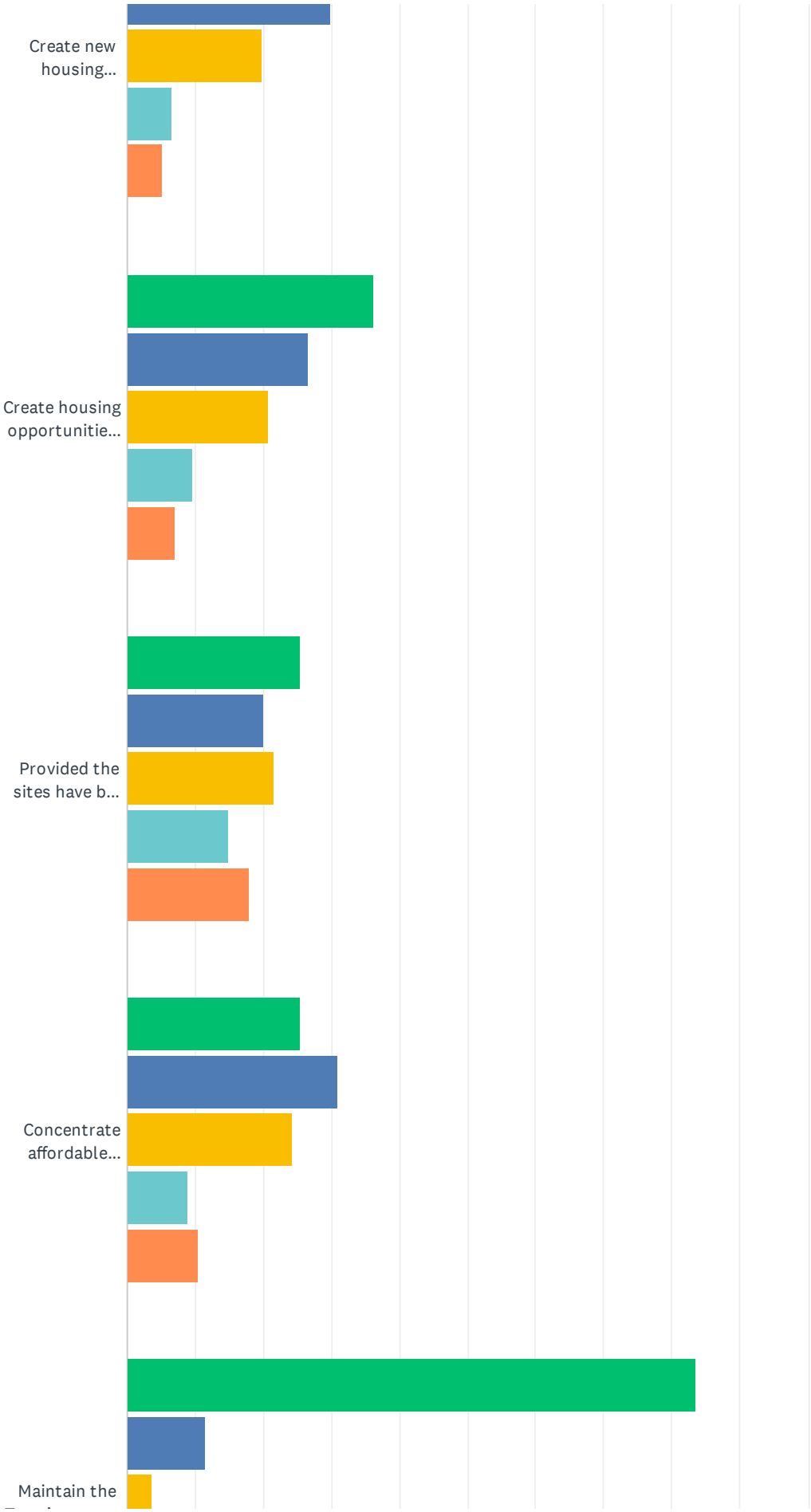


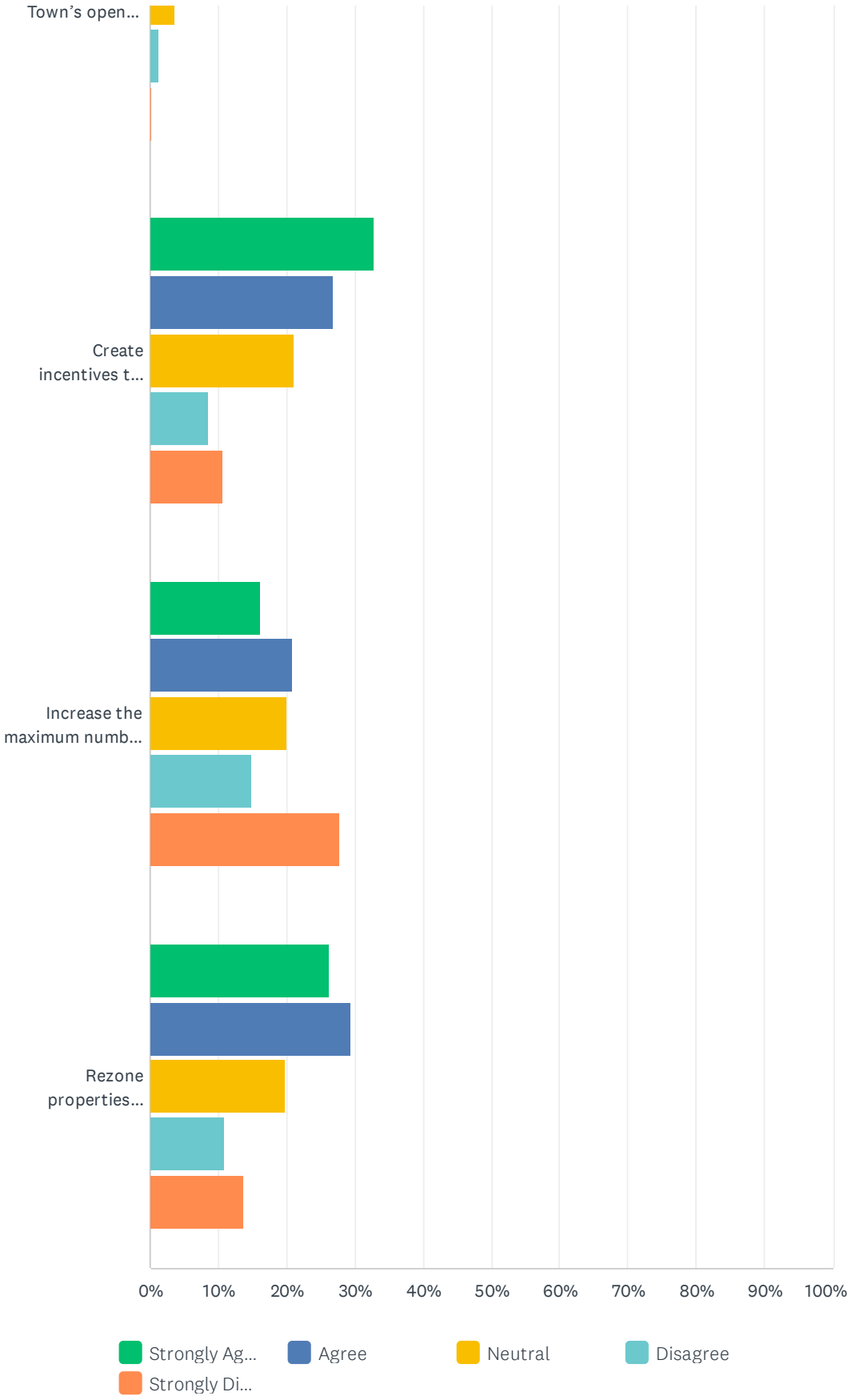
ANSWER CHOICES	RESPONSES	
Single-Family homes	61.29%	429
Cluster of small cottages	44.43%	311
Townhomes	30.29%	212
Multi-family ownership homes (condominiums)	22.14%	155
Multi-family rental homes (apartments)	16.14%	113
Accessory Dwelling Units (in-law apartments, second units)	60.86%	426
Homes targeted for a specific purpose or population, including seniors, the local workforce, people with disabilities, permanent supportive housing (for people experiencing homelessness, transitional housing, etc.).	40.43%	283
Other (please specify)	13.14%	92
Total Respondents: 700		

Q8 There are many important factors to consider in our ability to meet the housing needs of our community. Identified below are some of the interests we have heard among the community. Please select the level (1-5) to which you agree, disagree, or are neutral on the following statements:

Answered: 706 Skipped: 1




Create new housing...
Create housing opportunitie...
Provided the sites have b...
Concentrate affordable...
Maintain the

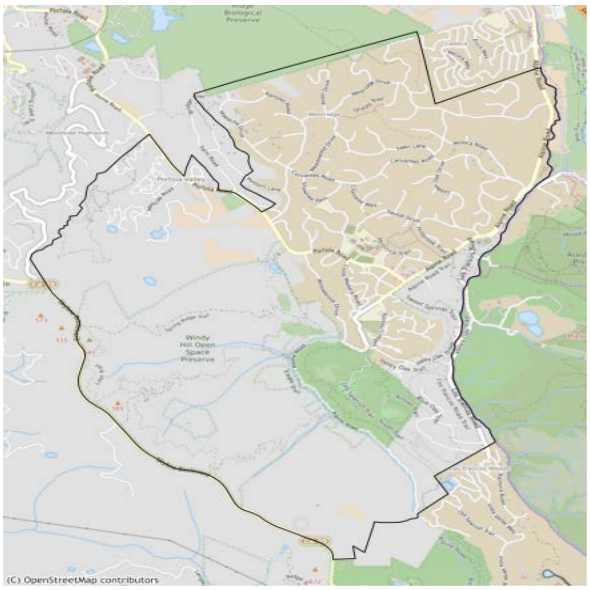

Town's open...
Create incentives t...
Increase the maximum numb...
Rezone properties...
0%
10%
20%
30%
40%
50%
60%
70%
80%
90%
100%
Strongly Ag...
Agree
Neutral
Disagree
Strongly Di...

	STRONGLY AGREE	AGREE	NEUTRAL	DISAGREE	STRONGLY DISAGREE	TOTAL	WEIGHTED AVERAGE
Limit housing development in areas with higher wildfire and geologic risk.	62.87% 442	21.19% 149	9.53% 67	3.70% 26	2.70% 19	703	1.62
Support fair and equitable housing opportunities to reduce housing barriers related to race, color, sex, national origin, religion, familial status, household income and disability.	41.09% 286	22.56% 157	21.55% 150	6.03% 42	8.76% 61	696	2.19
Create affordable housing opportunities that will allow younger generations to stay and/or return to Portola Valley.	33.86% 236	23.67% 165	24.10% 168	9.04% 63	9.33% 65	697	2.36
Create new housing opportunities that allow seniors to downsize and continue to live in the community.	38.68% 270	29.94% 209	19.77% 138	6.59% 46	5.01% 35	698	2.09
Create housing opportunities that are affordable to the local workforce.	36.27% 251	26.59% 184	20.66% 143	9.54% 66	6.94% 48	692	2.24
Provided the sites have been analyzed for fire and geologic risk, integrate affordable housing throughout the community to create more mixed-income neighborhoods.	25.47% 176	20.12% 139	21.56% 149	14.91% 103	17.95% 124	691	2.80
Concentrate affordable housing in areas with closer access to commercial businesses and other amenities.	25.36% 175	31.01% 214	24.20% 167	8.99% 62	10.43% 72	690	2.48
Maintain the Town’s open spaces, trails and recreational areas.	83.55% 584	11.44% 80	3.58% 25	1.29% 9	0.14% 1	699	1.23
Create incentives to build and rent out Accessory Dwelling Units to lower income community members and local workers.	32.81% 229	26.93% 188	21.06% 147	8.60% 60	10.60% 74	698	2.37
Increase the maximum number of homes allowed on properties along Alpine Road and Portola Road.	16.28% 113	20.89% 145	20.03% 139	14.99% 104	27.81% 193	694	3.17
Rezone properties occupied by churches, institutions or businesses to allow for new homes to be co-located on the property.	26.33% 183	29.35% 204	19.86% 138	10.79% 75	13.67% 95	695	2.56

Q9 Are there other strategies that you believe the Town should consider? If yes, please provide examples or context of the strategy that should be considered to accommodate new housing in Portola Valley.

Answered: 269 Skipped: 438

APPENDIX B:
HOUSING NEEDS DATA REPORT: PORTOLA VALLEY



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1. SUMMARY OF KEY FACTS

This section is a more in-depth version of *Section 2. Housing Needs Assessment*. The majority of this appendix comes from the Association of Bay Area Governments (ABAG)/Metropolitan Transportation Commission (MTC) Data Packets prepared for each jurisdiction in the Bay Area.

- **Population** – Generally, the population of the Bay Area continues to grow because of natural growth and because the strong economy draws new residents to the region. The population of Portola Valley increased by 3.2% from 2000 to 2020, which is below the growth rate of the Bay Area.
- **Age** – In 2019, Portola Valley's youth population under the age of 18 was 1,050 and senior population 65 and older was 1,307. These age groups represent 22.9% and 28.5%, respectively, of Portola Valley's population.
- **Race/Ethnicity** – In 2020, 82.3% of Portola Valley's population was White while 0.4% was African American, 6.5% was Asian, and 6.7% was Latinx. People of color in Portola Valley comprise a proportion below the overall proportion in the Bay Area as a whole.[1]
- **Employment** – Portola Valley residents most commonly work in the *Financial & Professional Services* industry. Since 2010, the number of jobs located in the jurisdiction increased by 30 (3.5%). Additionally, the jobs-household ratio in Portola Valley has increased from 0.6 in 2002 to 0.63 jobs per household in 2018.
- **Number of Homes** – The number of new homes built in the Bay Area has not kept pace with the demand, resulting in longer commutes, increasing prices, and exacerbating issues of displacement and homelessness. The number of homes in Portola Valley increased, 1.6% from 2010 to 2020, which is *below* the growth rate for San Mateo County and *below* the growth rate of the region's housing stock during this time period.
- **Home Prices** – A diversity of homes at all income levels creates opportunities for all Portola Valley residents to live and thrive in the community.
  - **Ownership** The largest proportion of homes had a value in the range of $2M+ in 2019. Home prices increased by 148.6% from 2010 to 2020.
  - **Rental Prices** – The typical contract rent for an apartment in Portola Valley was $2,940 in 2019. Rental prices increased by 47.1% from 2009 to 2019. To rent a typical apartment without cost burden, a household would need to make $117,760 per year.[2]

[1] The Census Bureau's American Community Survey accounts for ethnic origin separate from racial identity. The numbers reported here use an accounting of both such that the racial categories are shown exclusive of Latinx status, to allow for an accounting of the Latinx population regardless of racial identity. The term Hispanic has historically been used to describe people from numerous Central American, South American, and Caribbean countries. In recent years, the term Latino or Latinx has become preferred. This report generally uses Latinx, but occasionally when discussing US Census data, we use Hispanic or Non-Hispanic, to clearly link to the data source.

[2] Note that contract rents may differ significantly from, and often being lower than, current listing prices.

- **Housing Type** – It is important to have a variety of housing types to meet the needs of a community today and in the future. In 2020, 81.1% of homes in Portola Valley were single-family detached, 0.0% were single-family attached, 2.1% were small multi-family (2-4 units), and 16.8% were medium or large multi-family (5+ units). Between 2010 and 2020, the number of single-family units increased more than multi-family units. Generally, in Portola Valley, the share of the housing stock that is detached single-family homes is above that of other jurisdictions in the region.
- **Cost Burden** – The U.S. Department of Housing and Urban Development considers housing to be affordable for a household if the household spends less than 30% of its income on housing costs. A household is considered "cost-burdened" if it spends more than 30% of its monthly income on housing costs, while those who spend more than 50% of their income on housing costs are considered "severely cost-burdened." In Portola Valley, 12.9% of households spend 30%-50% of their income on housing, while 13.5% of households are severely cost burden and use the majority of their income for housing.
- **Displacement/Gentrification** – According to research from The University of California, Berkeley, 0.0% of households in Portola Valley live in neighborhoods that are susceptible to or experiencing displacement, and 0.0% live in areas at risk of or undergoing gentrification. 100.0% of households in Portola Valley live in neighborhoods where low-income households are likely excluded due to prohibitive housing costs. There are various ways to address displacement including ensuring new housing at all income levels is built.
- **Neighborhood** – 100.0% of residents in Portola Valley live in neighborhoods identified as "Highest Resource" or "High Resource" areas by State-commissioned research, while 0.0% of residents live in areas identified by this research as "Low Resource" or "High Segregation and Poverty" areas. These neighborhood designations are based on a range of indicators covering areas such as education, poverty, proximity to jobs and economic opportunities, low pollution levels, and other factors.[3]
- **Special Housing Needs** – Some population groups may have special housing needs that require specific program responses, and these groups may experience barriers to accessing stable housing due to their specific housing circumstances. In Portola Valley, 10.2% of residents have a disability of any kind and may require accessible housing. Additionally, 8.0% of Portola Valley households are larger households with five or more people, who likely need larger housing units with three bedrooms or more. 5.8% of households are female-headed families, which are often at greater risk of housing insecurity.

[3] For more information on the "opportunity area" categories developed by HCD and the California Tax Credit Allocation Committee, see this website: https://www.treasurer.ca.gov/ctcac/opportunity.asp. The degree to which different jurisdictions and neighborhoods have access to opportunity will likely need to be analyzed as part of new Housing Element requirements related to affirmatively furthering fair housing. ABAG/MTC will be providing jurisdictions with technical assistance on this topic this summer, following the release of additional guidance from HCD.

NOTE ON DATA

Many of the tables in this report are sourced from data from the Census Bureau's American Community Survey or U.S. Department of Housing and Urban Development's Comprehensive Housing Affordability Strategy (CHAS) data, both of which are samples and as such, are subject to sampling variability. This means that data is an estimate, and that other estimates could be possible if another set of respondents had been reached. Five-year releases get a larger data pool to minimize this "margin of error" but particularly for smaller cities, the data is based on fewer responses, and the information should be interpreted accordingly.

NOTE ON FIGURES

Any figure that does not specify geography in the figure name represents data for Portola Valley.

2. POPULATION, EMPLOYMENT, AND HOUSEHOLD CHARACTERISTICS

2.1 POPULATION

The Bay Area is the fifth-largest metropolitan area in the nation and has seen a steady increase in population since 1990, except for a dip during the Great Recession. Many cities in the region have experienced significant growth in jobs and population. While these trends have led to a corresponding increase in demand for housing across the region, the regional production of housing has largely not kept pace with job and population growth. Since 2000, Portola Valley's population has increased by 3.2%; this rate is below that of the region as a whole, at 14.8%. In Portola Valley, roughly 9.1% of its population moved during the past year, a number 4.3 percentage points smaller than the regional rate of 13.4%.

In 2020, the population of Portola Valley was estimated to be 4,607 (see Table 1). From 1990 to 2000, the population increased by 6.4%, while it decreased by 2.4% during the first decade of the 2000s. In the most recent decade, the population increased by 5.8%. The population of Portola Valley makes up 0.6% of San Mateo County.[4]

TABLE 1: POPULATION GROWTH TRENDS

Geography	1990	1995	2000	2005	2010	2015	2020
Portola Valley	4,195	4,372	4,462	4,523	4,353	4,582	4,607
San Mateo County	649,623	685,354	707,163	719,844	718,451	761,748	773,244
Bay Area	6,020,147	6,381,961	6,784,348	7,073,912	7,150,739	7,595,694	7,790,537

Universe: Total population
Note: For more years of data, please refer to the Data Packet Workbook, Table POPEMP-01.
Source: California Department of Finance, E-5 series.

[4] To compare the rate of growth across various geographic scales, Figure 1 shows population for the jurisdiction, county, and region indexed to the population in the year 1990. This means that the data points represent the population growth (i.e., percent change) in each of these geographies relative to their populations in 1990.

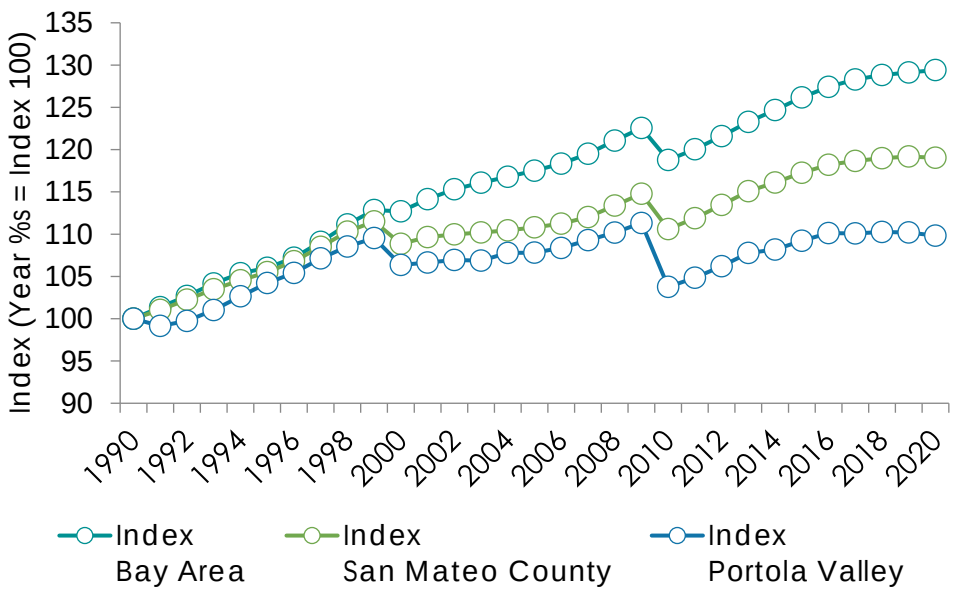

FIGURE 1: POPULATION GROWTH TRENDS

Note: For some jurisdictions, a break may appear at the end of each decade (1999, 2009) as estimates are compared to census counts. DOF uses the decennial census to benchmark subsequent population estimates.
Source: California Department of Finance, E-5 series Note: The data shown on the graph represents population for the jurisdiction, county, and region indexed to the population in the first year shown. The data points represent the relative population growth in each of these geographies relative to their populations in that year.

2.2 AGE

The distribution of age groups in a city shapes what types of housing the community may need in the near future. An increase in the older population may mean there is a developing need for more senior housing options, while higher numbers of children and young families can point to the need for more family housing options and related services. There has also been a move by many to age-in-place or downsize to stay within their communities, which can mean more multi-family and accessible units are also needed.

In Portola Valley, the median age in 2000 was 47.2; by 2019, this figure had increased, landing at around 51 years. More specifically, the population of those under 14 has decreased since 2010, while the 65-and-over population has decreased (see Figure 2).

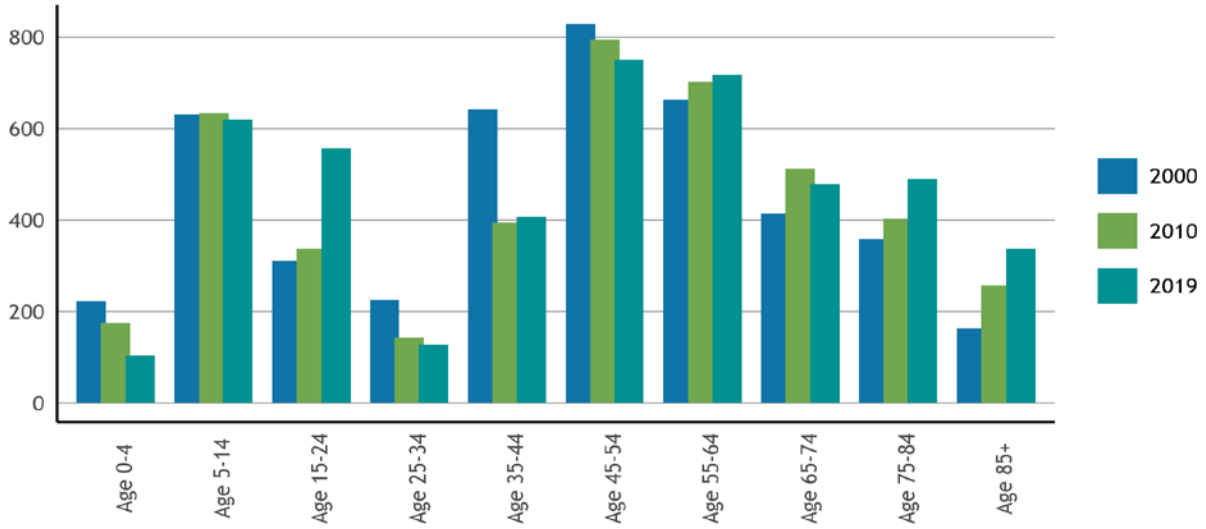

FIGURE 2: POPULATION BY AGE, 2000-2019

Universe: Total population
Source: U.S. Census Bureau, Census 2000 SF1, Table P12; U.S. Census Bureau, Census 2010 SF1, Table P12; U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B01001.

Looking at the senior and youth population by race can add an additional layer of understanding, as families and seniors of color are even more likely to experience challenges finding affordable housing. People of color[5] make up 7.4% of seniors and 20.3% of youth under 18 (see Figure 3).

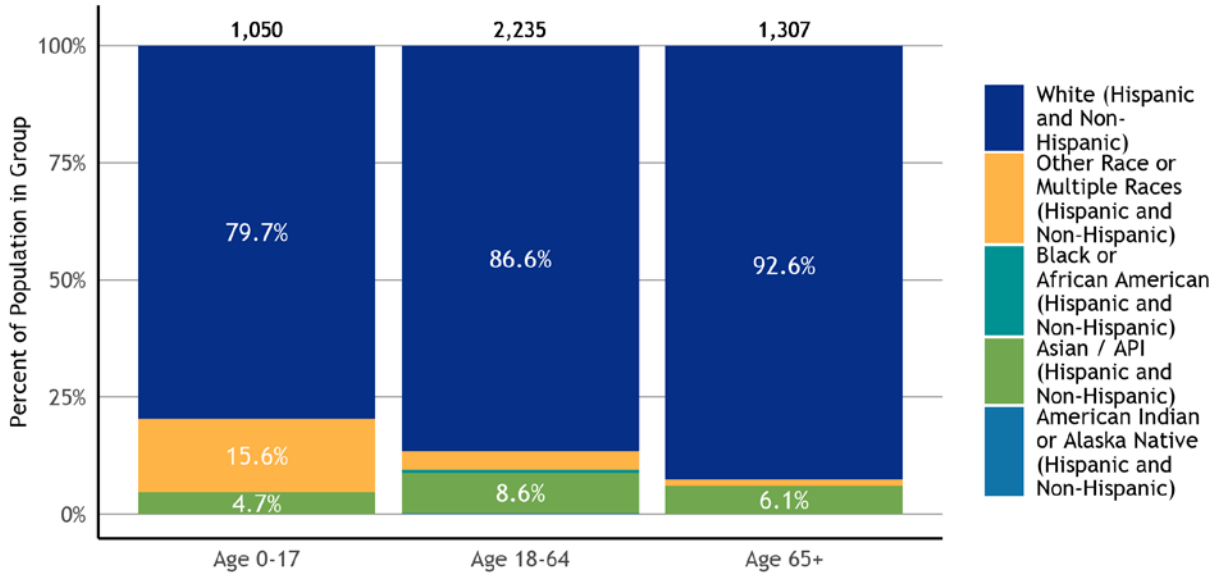

FIGURE 3: SENIOR AND YOUTH POPULATION BY RACE

Universe: Total population

[5] Here, we count all non-white racial groups.

Notes: In the sources for this table, the Census Bureau does not disaggregate racial groups by Hispanic/Latinx ethnicity, and an overlapping category of Hispanic / non-Hispanic groups has not been shown to avoid double counting in the stacked bar chart.
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B01001(A-G).

2.3 RACE AND ETHNICITY

Understanding the racial makeup of a city and region is important for designing and implementing effective housing policies and programs. These patterns are shaped by both market factors and government actions, such as exclusionary zoning, discriminatory lending practices and displacement that has occurred over time and continues to impact communities of color today.[6] Since 2000, the percentage of residents in Portola Valley identifying as White has decreased – and by the same token the percentage of residents of all *other* races and ethnicities has *increased* – by 9.7 percentage points, with the 2019 population standing at 3,777 (see Figure 4). In absolute terms, the *Other Race or Multiple Races, Non-Hispanic* population increased the most while the *White, Non-Hispanic* population decreased the most.

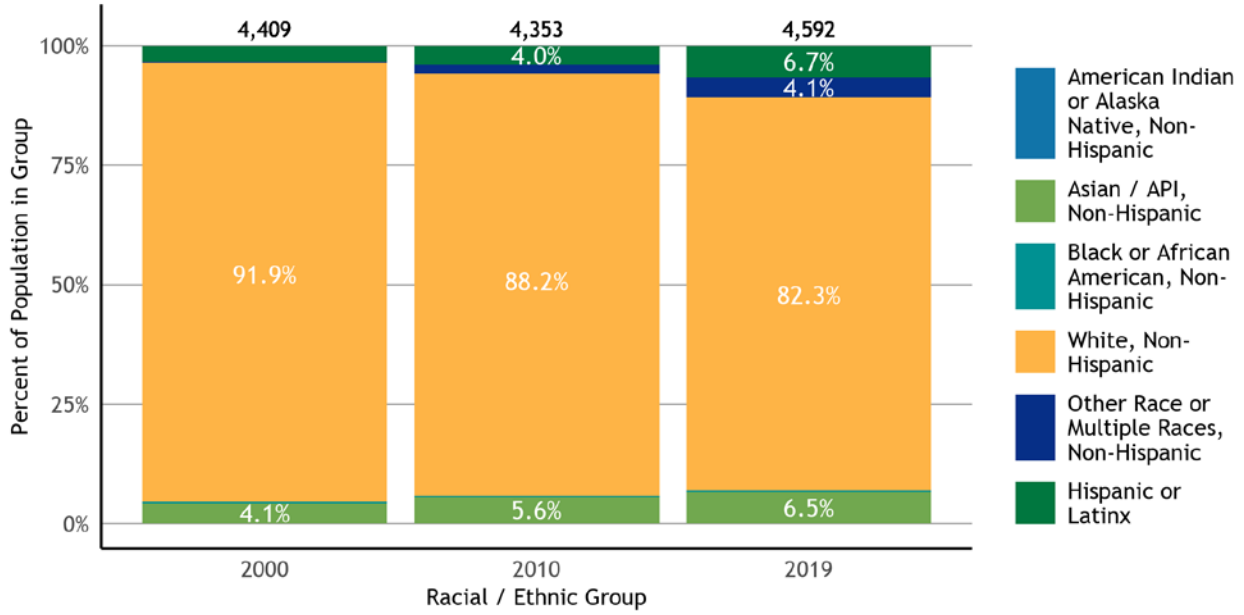

FIGURE 4: POPULATION BY RACE, 2000-2019

Universe: Total population
Notes: Data for 2019 represents 2015-2019 ACS estimates. The Census Bureau defines Hispanic/Latinx ethnicity separate from racial categories. For the purposes of this graph, the "Hispanic or Latinx" racial/ethnic group represents those who identify as having Hispanic/Latinx ethnicity and may also be members of any racial group. All other racial categories on this graph represent those who identify with that racial category and do not identify with Hispanic/Latinx ethnicity.
Source: U.S. Census Bureau, Census 2000, Table P004; U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B03002.

[6] See, for example, Rothstein, R. (2017). The color of law: a forgotten history of how our government segregated America. New York, NY & London, UK: Liveright Publishing.

2.4 EMPLOYMENT TRENDS

2.4.1 BALANCE OF JOBS AND WORKERS

A city houses employed residents who either work in the community where they live or work elsewhere in the region. Conversely, a city may have job sites that employ residents from the same city, but more often employ workers commuting from outside of it. Smaller cities typically will have more employed residents than jobs there and export workers, while larger cities tend to have a surplus of jobs and import workers. To some extent the regional transportation system is set up for this flow of workers to the region's core job centers. At the same time, as the housing affordability crisis has illustrated, local imbalances may be severe, where local jobs and worker populations are out of sync at a sub-regional scale.

One measure of this is the relationship between *workers* and *jobs*. A city with a surplus of workers "exports" workers to other parts of the region, while a city with a surplus of jobs must conversely "import" them. Between 2002 and 2018, the number of jobs in Portola Valley increased by 8.2% (see Figure 5).

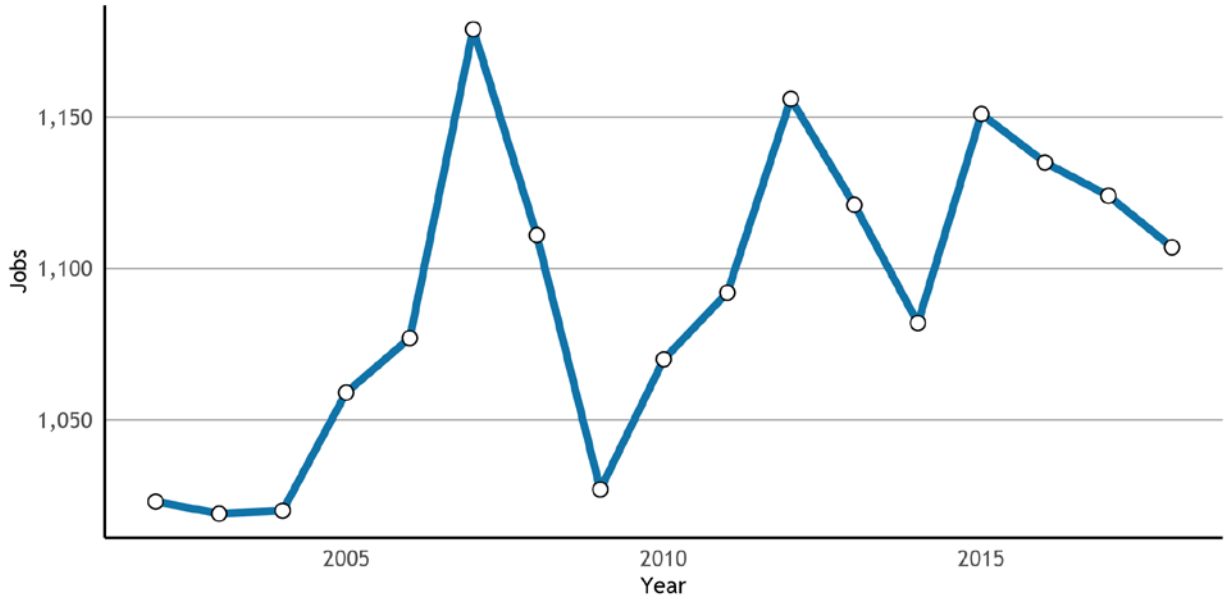

FIGURE 5: JOBS IN A JURISDICTION

Universe: Jobs from unemployment insurance-covered employment (private, state and local government) plus United States Office of Personnel Management-sourced Federal employment
Notes: The data is tabulated by place of work, regardless of where a worker lives. The source data is provided at the census block level. These are crosswalked to jurisdictions and summarized.
Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics, Workplace Area Characteristics (WAC) files, 2002-2018.

There are 1,702 employed residents, and 1,502 jobs[7] in Portola Valley - the ratio of jobs to resident workers is 0.88; Portola Valley is *a net exporter of workers*.

Figure 6 shows the balance when comparing jobs to workers, broken down by different wage groups, offering additional insight into local dynamics. A community may offer employment for relatively low-income workers but have relatively few housing options for those workers - or conversely, it may house residents who are low wage workers but offer few employment opportunities for them. Such relationships may cast extra light on potentially pent-up demand for housing in particular price categories. A relative *surplus* of jobs relative to residents in a given wage category suggests the need to import those workers, while conversely, surpluses of workers in a wage group relative to jobs means the community will export those workers to other jurisdictions. Such flows are not inherently bad, though over time, sub-regional imbalances may appear. Portola Valley has more low-wage *jobs* than low-wage *residents* (where low-wage refers to jobs paying less than $25,000). At the other end of the wage spectrum, the city has more high-wage *residents* than high-wage *jobs* (where high-wage refers to jobs paying more than $75,000) (see Figure 6).[8]

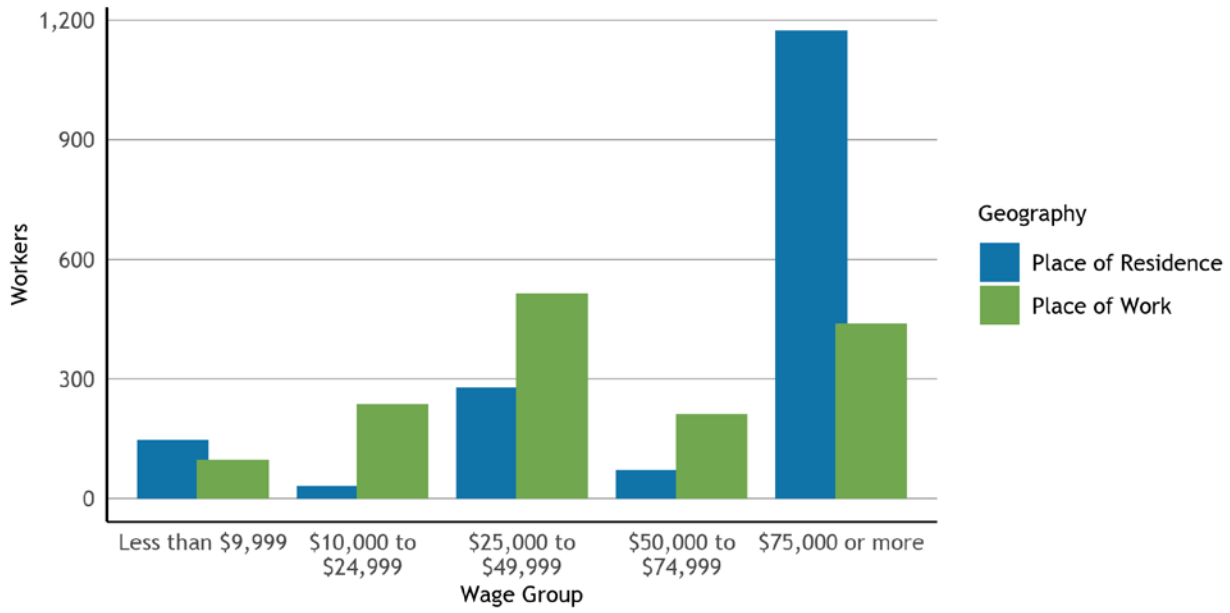

FIGURE 6: WORKERS BY EARNINGS, BY JURISDICTION AS PLACE OF WORK AND PLACE OF RESIDENCE

Universe: Workers 16 years and over with earnings
Source: U.S. Census Bureau, American Community Survey 5-Year Data 2015-2019, B08119, B08519.

Figure 7 shows the balance of a jurisdiction's resident workers to the jobs located there for different wage groups as a ratio instead—a value of 1 means that a city has the same number of jobs in a

[7] Employed *residents* in a jurisdiction is counted by place of residence (they may work elsewhere) while *jobs* in a jurisdiction are counted by place of work (they may live elsewhere). The jobs may differ from those reported in Figure 5 as the source for the time series is from administrative data, while the cross-sectional data is from a survey.
[8] The source table is top-coded at $75,000, precluding more fine-grained analysis at the higher end of the wage spectrum.

wage group as it has resident workers—in principle, a balance. Values above 1 indicate a jurisdiction will need to import workers for jobs in a given wage group. At the regional scale, this ratio is 1.04 jobs for each worker, implying a modest import of workers from outside the region (see Figure 7).

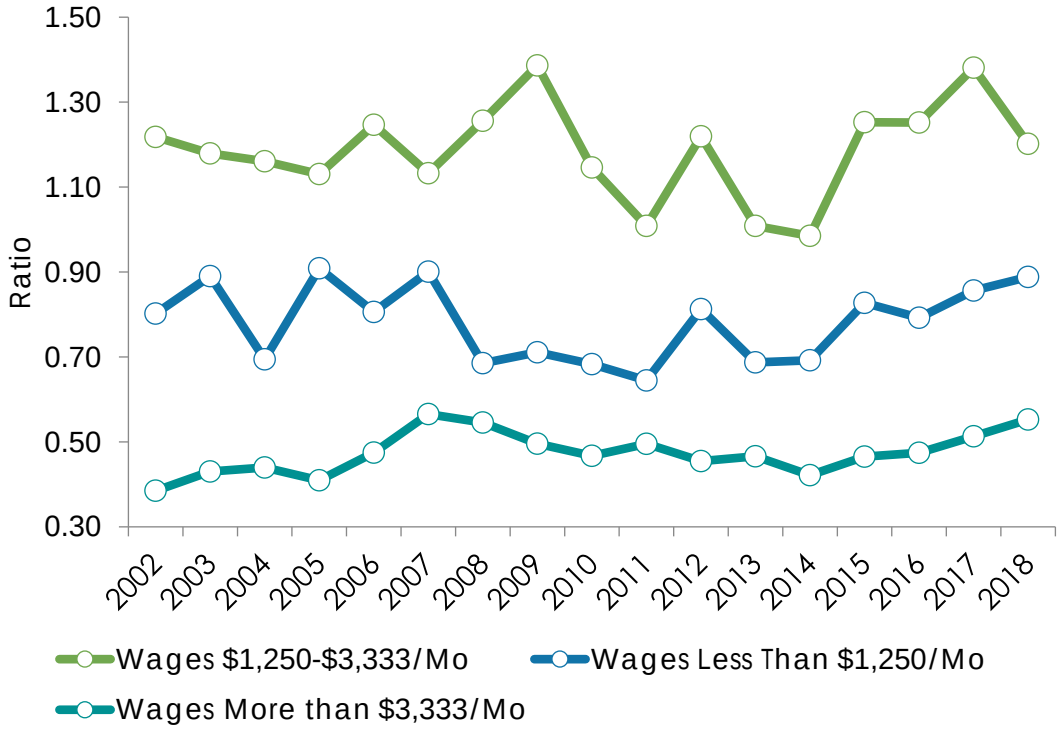

FIGURE 7: JOBS-WORKER RATIOS, BY WAGE GROUP

Universe: Jobs in a jurisdiction from unemployment insurance-covered employment (private, state and local government) plus United States Office of Personnel Management-sourced Federal employment
Notes: The ratio compares job counts by wage group from two tabulations of LEHD data: Counts by place of work relative to counts by place of residence. See text for details.
Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics, Workplace Area Characteristics (WAC) files (Jobs); Residence Area Characteristics (RAC) files (Employed Residents), 2010-2018.

Such balances between jobs and workers may directly influence the housing demand in a community. New jobs may draw new residents, and when there is high demand for housing relative to supply, many workers may be unable to afford to live where they work, particularly where job growth has been in relatively lower wage jobs. This dynamic not only means many workers will need to prepare for long commutes and time spent on the road, but in the aggregate, it contributes to traffic congestion and time lost for all road users.

If there are more jobs than employed residents, it means a city is relatively jobs-rich, typically also with a high jobs to household ratio. Thus, bringing housing into the measure, the *jobs-household ratio* in Portola Valley has increased from 0.6 in 2002, to 0.63 jobs per household in 2018 (see Figure 8).

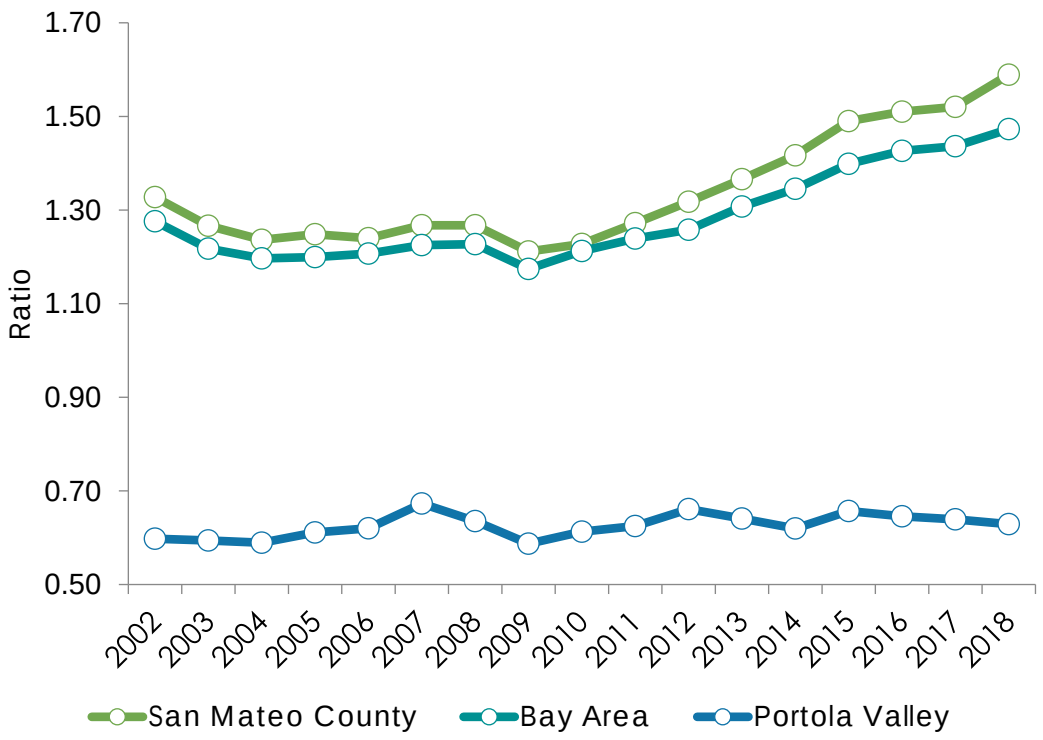

FIGURE 8: JOBS-HOUSEHOLD RATIO

Universe: Jobs in a jurisdiction from unemployment insurance-covered employment (private, state and local government) plus United States Office of Personnel Management-sourced Federal employment; households in a jurisdiction
Notes: The data is tabulated by place of work, regardless of where a worker lives. The source data is provided at the census block level. These are crosswalked to jurisdictions and summarized. The ratio compares place of work wage and salary jobs with households, or occupied housing units. A similar measure is the ratio of jobs to housing units. However, this jobs-household ratio serves to compare the number of jobs in a jurisdiction to the number of housing units that are actually occupied. The difference between a jurisdiction's jobs-housing ratio and jobs-household ratio will be most pronounced in jurisdictions with high vacancy rates, a high rate of units used for seasonal use, or a high rate of units used as short-term rentals.
Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics, Workplace Area Characteristics (WAC) files (Jobs), 2002-2018; California Department of Finance, E-5 (Households).

2.4.2 SECTOR COMPOSITION

In terms of sectoral composition, the largest industry in which Portola Valley residents work is *Financial & Professional Services*, and the largest sector in which San Mateo residents work is *Health & Educational Services* (see Figure 9). For the Bay Area as a whole, the *Health & Educational Services* industry employs the most workers.

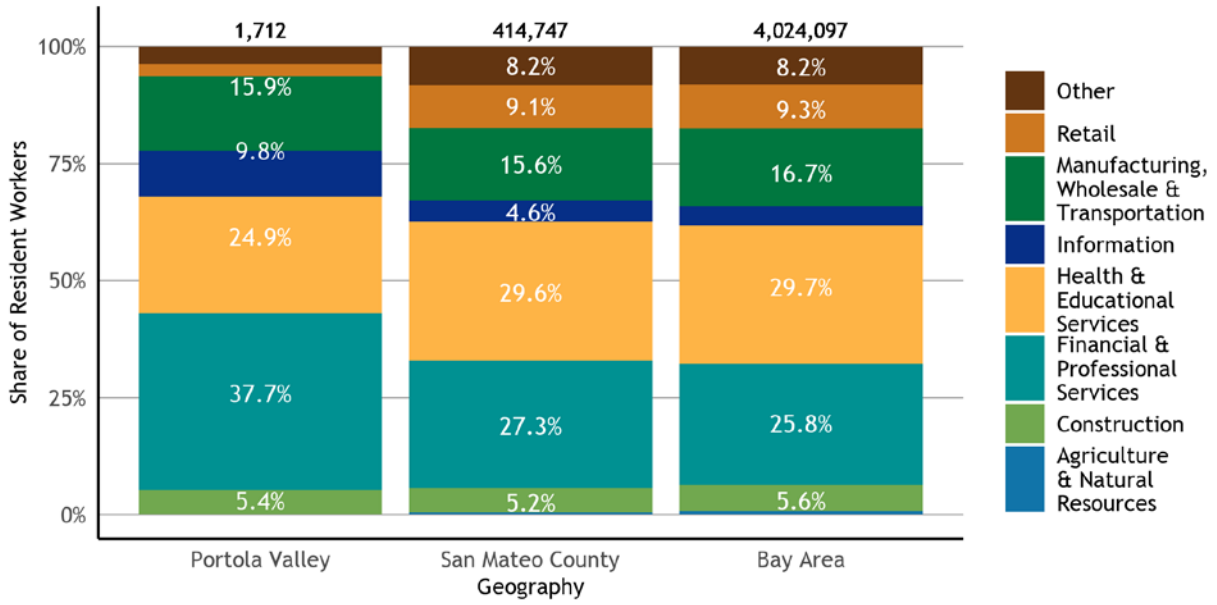

FIGURE 9: RESIDENT EMPLOYMENT BY INDUSTRY

Universe: Civilian employed population age 16 years and over
Notes: The data displayed shows the industries in which jurisdiction residents work, regardless of the location where those residents are employed (whether within the jurisdiction or not). Categories are derived from the following source tables: Agriculture & Natural Resources: C24030_003E, C24030_030E; Construction: C24030_006E, C24030_033E; Manufacturing, Wholesale & Transportation: C24030_007E, C24030_034E, C24030_008E, C24030_035E, C24030_010E, C24030_037E; Retail: C24030_009E, C24030_036E; Information: C24030_013E, C24030_040E; Financial & Professional Services: C24030_014E, C24030_041E, C24030_017E, C24030_044E; Health & Educational Services: C24030_021E, C24030_024E, C24030_048E, C24030_051E; Other: C24030_027E, C24030_054E, C24030_028E, C24030_055E
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table C24030.
For the data table behind this figure, please refer to the Data Packet Workbook, Table POPEMP-06.

2.5 EXTREMELY LOW-INCOME HOUSEHOLDS

Despite the economic and job growth experienced throughout the region since 1990, the income gap has continued to widen. California is one of the most economically unequal states in the nation, and the Bay Area has the highest income inequality between high- and low-income households in the state.[9]

In Portola Valley, 73.3% of households make more than 100% of the Area Median Income (AMI),[10] compared to 6.9% making less than 30% of AMI, which is considered extremely low-income (see Figure 10).

[9] Bohn, S.et al. 2020. Income Inequality and Economic Opportunity in California. *Public Policy Institute of California*.
[10] Income groups are based on HUD calculations for Area Median Income (AMI). HUD calculates the AMI for different metropolitan areas, and the nine county Bay Area includes the following metropolitan areas: Napa Metro Area (Napa County), Oakland-Fremont Metro Area (Alameda and Contra Costa Counties), San Francisco Metro Area (Marin, San Francisco, and San Mateo Counties), San Jose-Sunnyvale-Santa Clara Metro Area (Santa Clara County), Santa Rosa Metro Area (Sonoma County), and Vallejo-Fairfield Metro Area (Solano County). The AMI levels in this chart are based on the HUD metro area where this jurisdiction is located. Households making between 80 and 120 percent of the AMI are moderate-income, those making 50 to

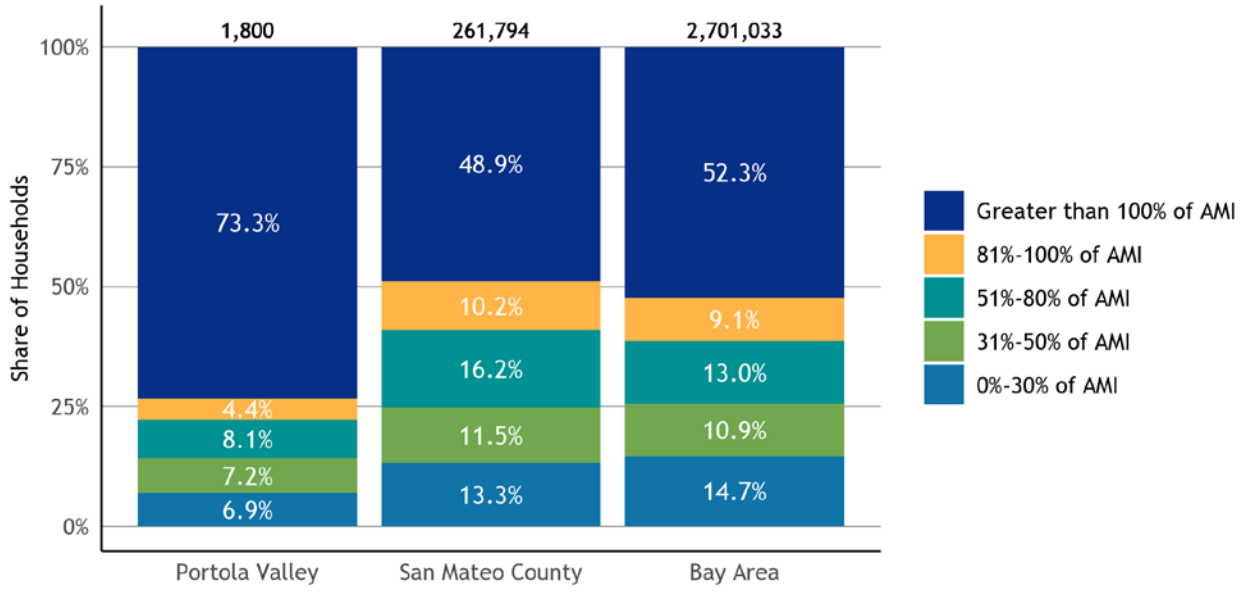

FIGURE 10: HOUSEHOLDS BY HOUSEHOLD INCOME LEVEL

Universe: Occupied housing units
Notes: Income groups are based on HUD calculations for Area Median Income (AMI). HUD calculates the AMI for different metropolitan areas, and the nine county Bay Area includes the following metropolitan areas: Napa Metro Area (Napa County), Oakland-Fremont Metro Area (Alameda and Contra Costa Counties), San Francisco Metro Area (Marin, San Francisco, and San Mateo Counties), San Jose-Sunnyvale-Santa Clara Metro Area (Santa Clara County), Santa Rosa Metro Area (Sonoma County), and Vallejo-Fairfield Metro Area (Solano County). The AMI levels in this chart are based on the HUD metro area where this jurisdiction is located. The data that is reported for the Bay Area is not based on a regional AMI but instead refers to the regional total of households in an income group relative to the AMI for the county where that household is located. Local jurisdictions are required to provide an estimate for their projected extremely low-income households (0-30% AMI) in their Housing Elements. HCD's official Housing Element guidance notes that jurisdictions can use their RHNA for very low-income households (those making 0-50% AMI) to calculate their projected extremely low-income households. As Bay Area jurisdictions have not yet received their final RHNA numbers, this document does not contain the required data point of projected extremely low-income households. The report portion of the housing data needs packet contains more specific guidance for how local staff can calculate an estimate for projected extremely low-income households once jurisdictions receive their 6th cycle RHNA numbers.
Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release.

Regionally, more than half of all households make more than 100% AMI, while 15% make less than 30% AMI. In San Mateo County, 30% AMI is the equivalent to the annual income of $44,000 for a family of four. Many households with multiple wage earners—including food service workers, full-time students, teachers, farmworkers, and healthcare professionals—can fall into lower AMI categories due to relatively stagnant wages in many industries.

Regionally, more than half of all households make more than 100% AMI, while 15% make less than 30% AMI. In Contra Costa County, 30% AMI is the equivalent to the annual income of $34,850 for a family of four. Many households with multiple wage earners – including food service workers, full-

80 percent are low-income, those making 30 to 50 percent are very low-income, and those making less than 30 percent are extremely low-income. This is then adjusted for household size.

time students, teachers, farmworkers, and healthcare professionals – can fall into lower AMI categories due to relatively stagnant wages in many industries.

HCD's guidance notes that instead of using use U.S. Census data to calculate the percentage of very low-income RHNA that qualifies for extremely low-income households, local jurisdictions can presume that 50% of their RHNA for very low-income households qualifies for extremely low-income households. In Portola Valley, the RHNA for very low-income households is 73, which means that half, or 37 units, will qualify for extremely low-income households. Throughout the region, there are disparities between the incomes of homeowners and renters. Typically, the number of low-income renters greatly outpaces the amount of housing available that is affordable for these households.

In Portola Valley, the largest proportion of renters falls in the *Greater than 100% of AMI* income group, while the largest proportion of homeowners are found in the *Greater than 100% of AMI* group (see Figure 11).

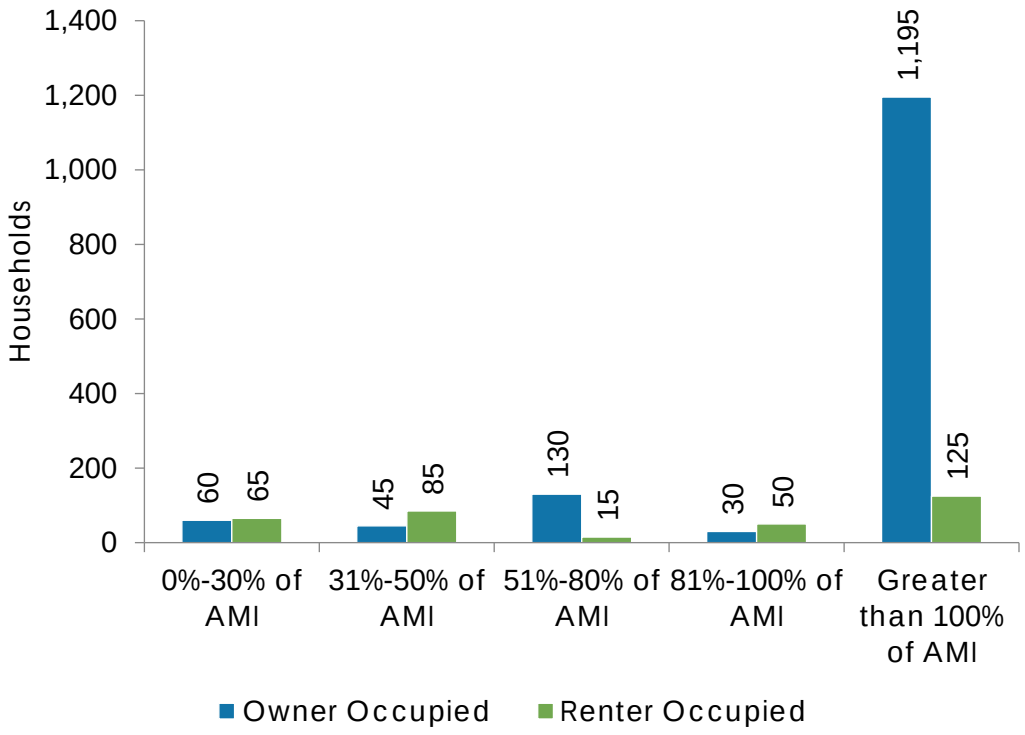

FIGURE 11: HOUSEHOLD INCOME LEVEL BY TENURE

Universe: Occupied housing units
Notes: Income groups are based on HUD calculations for Area Median Income (AMI). HUD calculates the AMI for different metropolitan areas, and the nine county Bay Area includes the following metropolitan areas: Napa Metro Area (Napa County), Oakland-Fremont Metro Area (Alameda and Contra Costa Counties), San Francisco Metro Area (Marin, San Francisco, and San Mateo Counties), San Jose-Sunnyvale-Santa Clara Metro Area (Santa Clara County), Santa Rosa Metro Area (Sonoma County), and Vallejo-Fairfield Metro Area (Solano County). The AMI levels in this chart are based on the HUD metro area where this jurisdiction is located.
Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release.

Currently, people of color are more likely to experience poverty and financial instability because of federal and local housing policies that have historically excluded them from the same opportunities extended to white residents.[11] These economic disparities also leave communities of color at higher risk for housing insecurity, displacement or homelessness. In Portola Valley, American Indian or Alaska Native (Hispanic and Non-Hispanic) residents experience the highest rates of poverty, followed by White (Hispanic and Non-Hispanic) residents (see Figure 12).

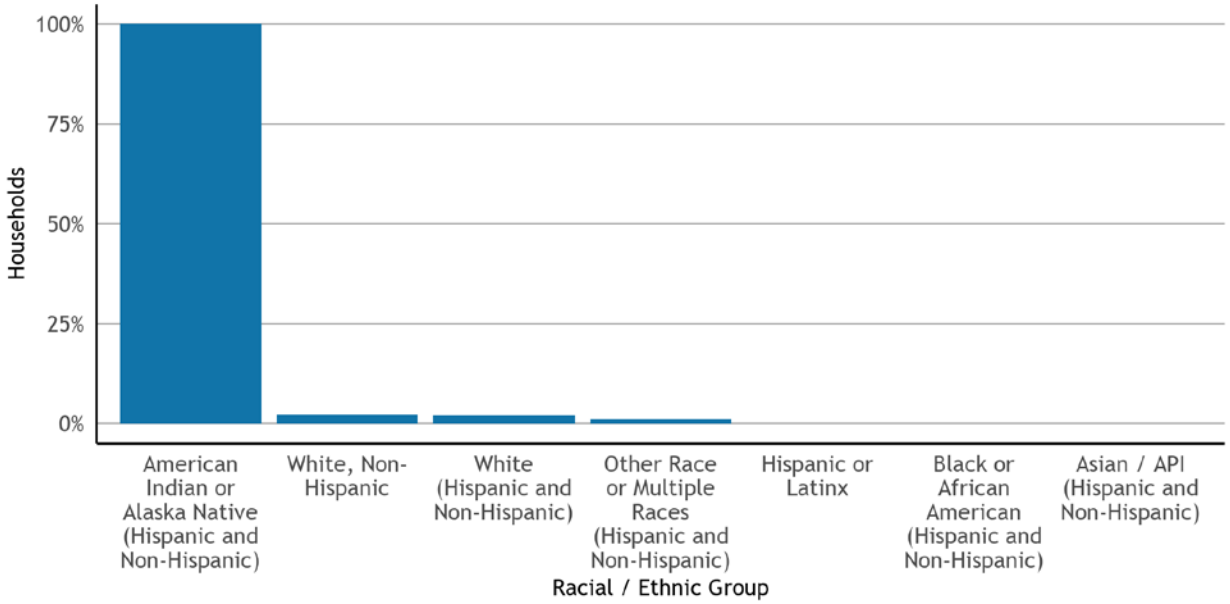

FIGURE 12: POVERTY STATUS BY RACE

Universe: Population for whom poverty status is determined
Notes: The Census Bureau uses a federally defined poverty threshold that remains constant throughout the country and does not correspond to Area Median Income (AMI). For this table, the Census Bureau does not disaggregate racial groups by Hispanic/Latinx ethnicity. However, data for the white racial group is also reported for white householders who are not Hispanic/Latinx. Since residents who identify as white and Hispanic/Latinx may have very different experiences within the housing market and the economy from those who identify as white and non-Hispanic/Latinx, data for multiple white sub-groups are reported here. The racial/ethnic groups reported in this table are not all mutually exclusive. Therefore, the data should not be summed as the sum exceeds the population for whom poverty status is determined for this jurisdiction. However, all groups labelled "Hispanic and Non-Hispanic" are mutually exclusive, and the sum of the data for these groups is equivalent to the population for whom poverty status is determined.
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B17001(A-I).

2.6 TENURE

The number of residents who own their homes compared to those who rent their homes can help identify the level of housing insecurity – ability for individuals to stay in their homes – in a city and region. Generally, renters may be displaced more quickly if prices increase. In Portola Valley there are a total of 1,685 housing units, and fewer residents rent than own their homes: 22.6% versus

[11] Moore, E., Montojo, N. and Mauri, N., 2019. Roots, Race & Place: A History of Racially Exclusionary Housing the San Francisco Bay Area. *Hass Institute*.

77.4% (see Figure 13). By comparison, 39.8% of households in San Mateo County are renters, while 44% of Bay Area households rent their homes.

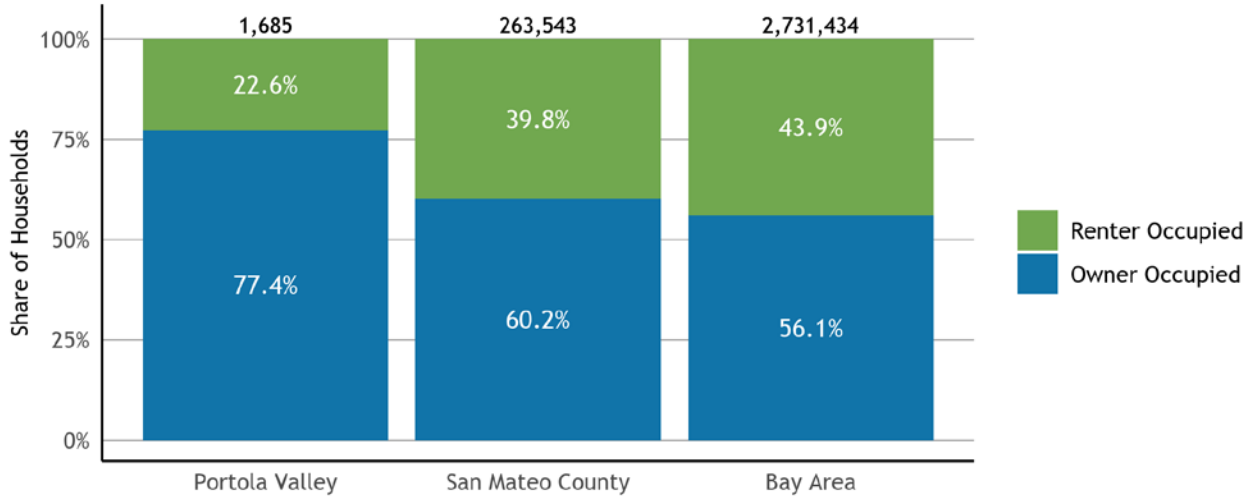

FIGURE 13: HOUSING TENURE

Universe: Occupied housing units
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25003.

Homeownership rates often vary considerably across race/ethnicity in the Bay Area and throughout the country. These disparities not only reflect differences in income and wealth but also stem from federal, state, and local policies that limited access to homeownership for communities of color while facilitating homebuying for white residents. While many of these policies, such as redlining, have been formally disbanded, the impacts of race-based policy are still evident across Bay Area communities.[12] In Portola Valley, 100.0% of Black households owned their homes, while homeownership rates were 100.0% for Asian households, 100.0% for Latinx households, and 77.1% for White households. Notably, recent changes to state law require local jurisdictions to examine these dynamics and other fair housing issues when updating their Housing Elements.

[12] See, for example, Rothstein, R. (2017). The color of law: a forgotten history of how our government segregated America. New York, NY & London, UK: Liveright Publishing.

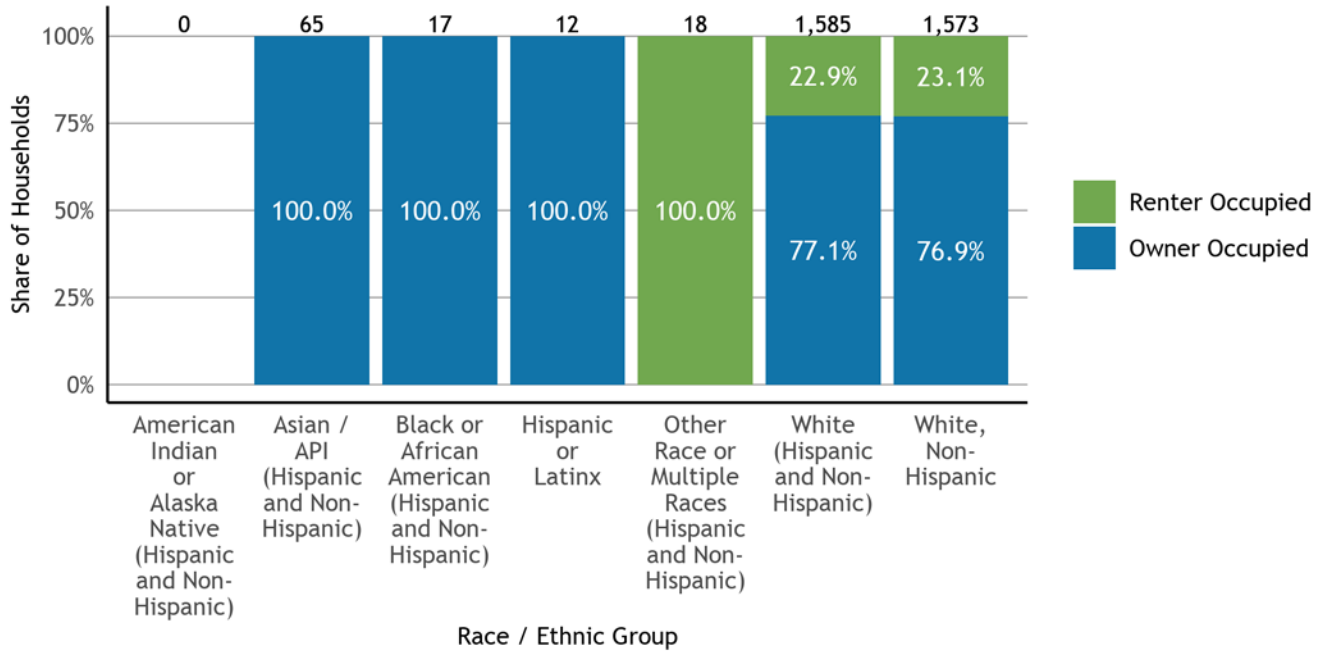

FIGURE 14: HOUSING TENURE BY RACE OF HOUSEHOLDER

Universe: Occupied housing units
Notes: For this table, the Census Bureau does not disaggregate racial groups by Hispanic/Latinx ethnicity. However, data for the white racial group is also reported for white householders who are not Hispanic/Latinx. Since residents who identify as white and Hispanic/Latinx may have very different experiences within the housing market and the economy from those who identify as white and non-Hispanic/Latinx, data for multiple white sub-groups are reported here. The racial/ethnic groups reported in this table are not all mutually exclusive. Therefore, the data should not be summed as the sum exceeds the total number of occupied housing units for this jurisdiction. However, all groups labelled "Hispanic and Non-Hispanic" are mutually exclusive, and the sum of the data for these groups is equivalent to the total number of occupied housing units.
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25003(A-I).

The age of residents who rent or own their home can also signal the housing challenges a community is experiencing. Younger households tend to rent and may struggle to buy a first home in the Bay Area due to high housing costs. At the same time, senior homeowners seeking to downsize may have limited options in an expensive housing market.

In Portola Valley, 0.0% of householders between the ages of 25 and 44 are renters, while 26.1% of householders over 65 are (see Figure 15).

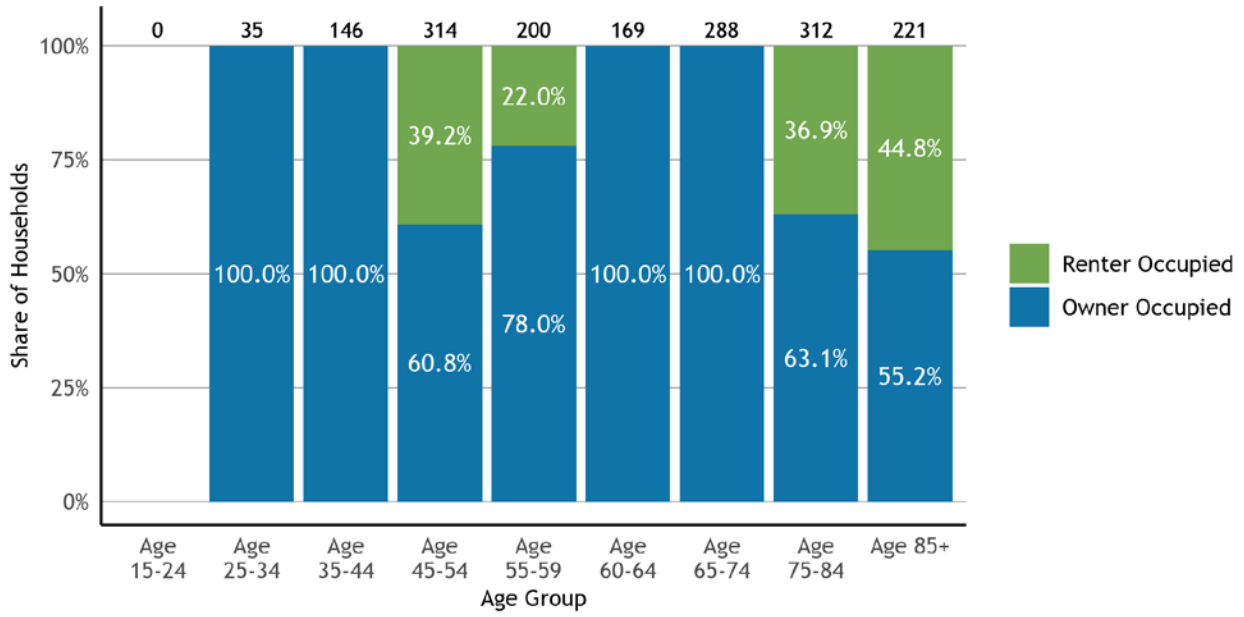

FIGURE 15: HOUSING TENURE BY AGE

Universe: Occupied housing units
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25007.

In many cities, homeownership rates for households in single-family homes are substantially higher than the rates for households in multi-family housing. In Portola Valley, 84.7% of households in detached single-family homes are homeowners, while 17.4% of households in multi-family housing are homeowners (see Figure 16).

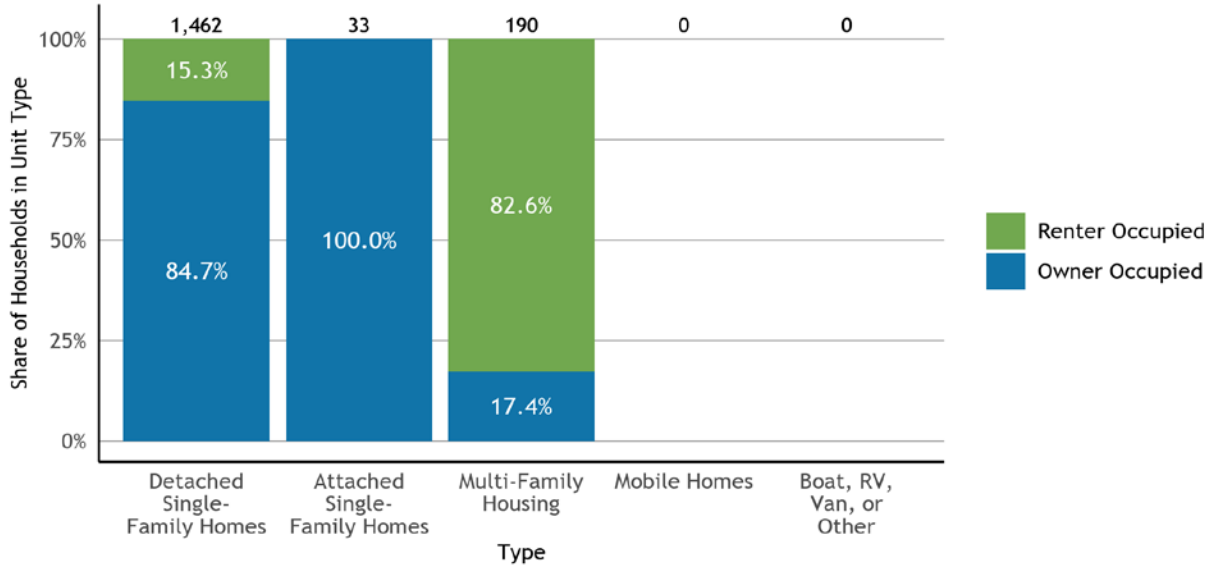

FIGURE 16: HOUSING TENURE BY HOUSING TYPE

Universe: Occupied housing units
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25032.

2.7 DISPLACEMENT

Because of increasing housing prices, displacement is a major concern in the Bay Area. Displacement has the most severe impacts on low- and moderate-income residents. When individuals or families are forced to leave their homes and communities, they also lose their support network.

The University of California, Berkeley has mapped all neighborhoods in the Bay area, identifying their risk for gentrification. They find that in Portola Valley, 0.0% of households live in neighborhoods that are susceptible to or experiencing displacement and 0.0% live in neighborhoods at risk of or undergoing gentrification.

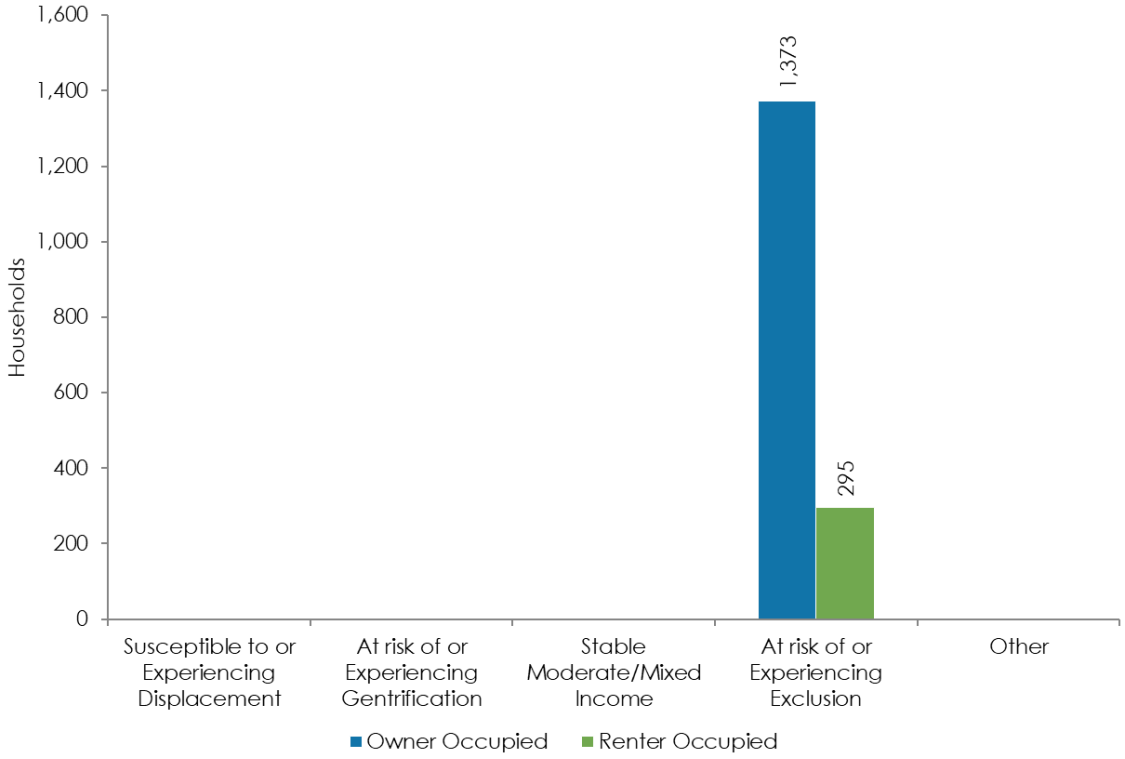

FIGURE 17: HOUSEHOLDS BY DISPLACEMENT RISK AND TENURE

Universe: Households
Notes: Displacement data is available at the census tract level. Staff aggregated tracts up to jurisdiction level using census 2010 population weights, assigning a tract to jurisdiction in proportion to block level population weights. Total household count may differ slightly from counts in other tables sourced from jurisdiction level sources. Categories are combined as follows for simplicity: At risk of or Experiencing Exclusion: At Risk of Becoming Exclusive; Becoming Exclusive; Stable/Advanced Exclusive At risk of or Experiencing Gentrification: At Risk of Gentrification; Early/Ongoing Gentrification; Advanced Gentrification Stable Moderate/Mixed Income: Stable Moderate/Mixed Income Susceptible to or Experiencing Displacement: Low-Income/Susceptible to Displacement; Ongoing Displacement Other: High Student Population; Unavailable or Unreliable Data
Source: Urban Displacement Project for classification, American Community Survey 5-Year Data (2015-2019), Table B25003 for tenure.

Equally important, some neighborhoods in the Bay Area do not have housing appropriate for a broad section of the workforce. UC Berkeley estimates that 100.0% of households in Portola Valley live in neighborhoods where low-income households are likely to be excluded due to prohibitive housing costs.[13]

[13] More information about this gentrification and displacement data is available at the Urban Displacement Project's webpage: https://www.urbandisplacement.org/. Specifically, one can learn more about the different gentrification/displacement typologies shown in Figure 18 at this link: https://www.urbandisplacement.org/sites/default/files/typology_sheet_2018_0.png. Additionally, one can view maps that show which typologies correspond to which parts of a jurisdiction here: https://www.urbandisplacement.org/san-francisco/sf-bay-area-gentrification-and-displacement

3. HOUSING STOCK CHARACTERISTICS

3.1 HOUSING TYPES, YEAR BUILT, VACANCY, AND PERMITS

In recent years, most housing produced in the region and across the state consisted of single-family homes and larger multi-unit buildings. However, some households are increasingly interested in "missing middle housing" – including duplexes, triplexes, townhomes, cottage clusters and accessory dwelling units (ADUs). These housing types may open up more options across incomes and tenure, from young households seeking homeownership options to seniors looking to downsize and age-in-place.

It is important to the Town of Portola Valley to have a variety of housing types to meet the needs of a community today and in the future, as indicated in the Housing Strategic Plan adopted in 2016 that emphasizes the needs of seniors, young people, and workers. High-cost areas, like Portola Valley, often have difficulty attracting and retaining important vital employees such as teachers, fire fighters, health care professionals, food service providers, and other essential workers that are important to the health and well-being of the Town. In 2020, 81.1% of homes in Portola Valley were single family detached, 0.0% were single family attached, 2.1% were small multifamily (2-4 units), and while Census data indicates that 16.8% were medium or large multifamily (5+ units) (see Figure 18). Within the town of Portola Valley, multi-family units are comprised of units located at the Sequoias, a multi-unit buy-in retirement community located in the central portion of the Town along Portola Road. In Portola Valley, the housing type that experienced the most growth between 2010 and 2020 was *Single-Family Home: Detached*.

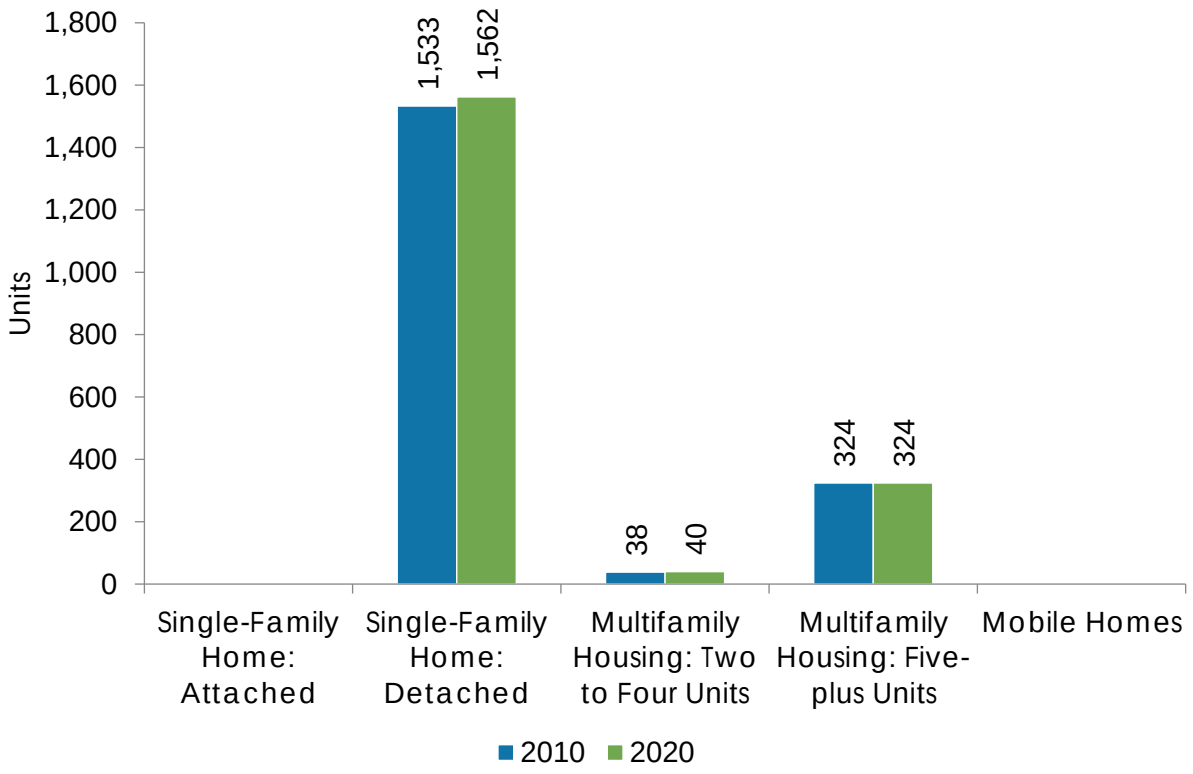

FIGURE 18: HOUSING TYPE TRENDS

Universe: Housing units
Source: California Department of Finance, E-5 series.

Production has not kept up with housing demand for several decades in the Bay Area, as the total number of units built and available has not yet come close to meeting the population and job growth experienced throughout the region. In Portola Valley, the largest proportion of the housing stock was built 1960 to 1979, with 763 units constructed during this period (see Figure 19). Since 2010, 4.4% of the current housing stock was built, which is 80 units.

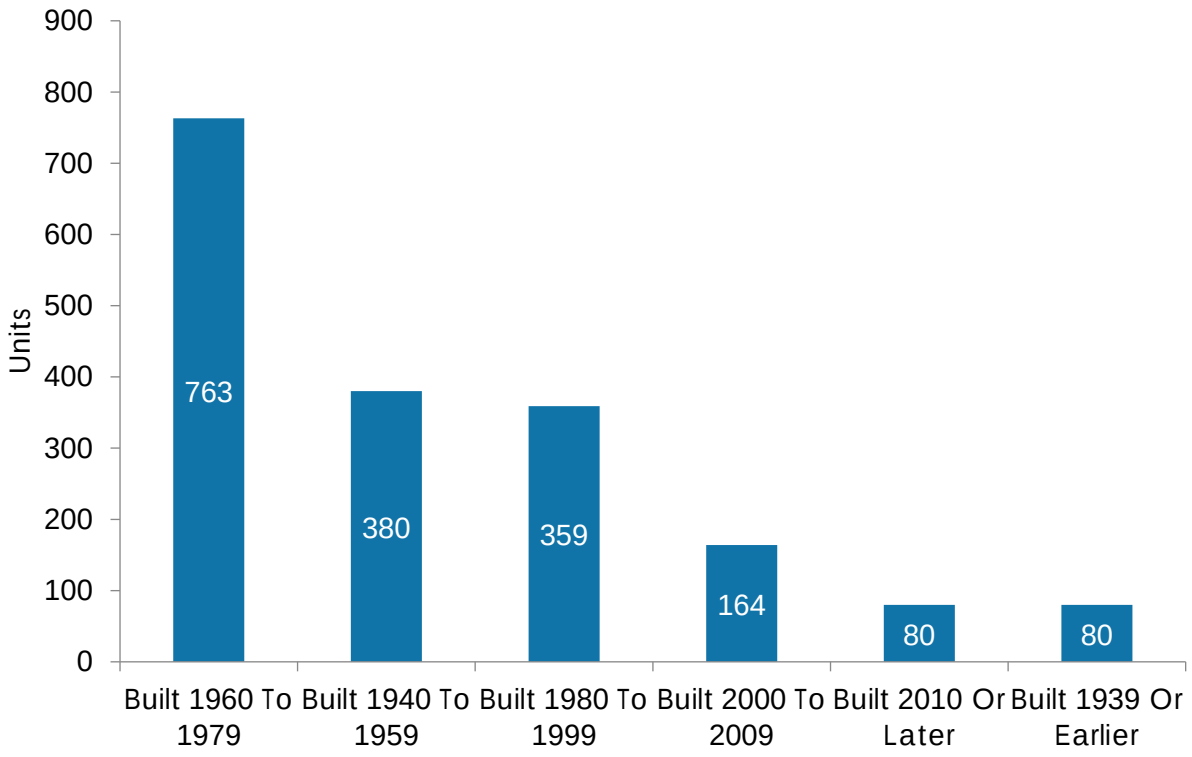

FIGURE 19: HOUSING UNITS BY YEAR STRUCTURE BUILT

Universe: Housing units
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25034.

Vacant units make up 7.7% of the overall housing stock in Portola Valley. The rental vacancy stands at 0.0%, while the ownership vacancy rate is 2.8%. Of the vacant units, the most common type of vacancy is *For Seasonal, Recreational, Or Occasional Use* (see Figure 20).[14]

Throughout the Bay Area, vacancies make up 2.6% of the total housing units, with homes listed for rent; units used for *recreational or occasional use*, and units not otherwise classified (*other vacant*) making up the majority of vacancies. The Census Bureau classifies a unit as vacant if no one is occupying it when census interviewers are conducting the American Community Survey or Decennial Census. Vacant units classified as "for recreational or occasional use" are those that are held for short-term periods of use throughout the year. Accordingly, vacation rentals and short-term rentals like Airbnb are likely to fall in this category. The Census Bureau classifies units as "other vacant" if they are vacant due to foreclosure, personal/family reasons, legal proceedings, repairs/renovations, abandonment, preparation for being rented or sold, or vacant for an extended absence for reasons

[14] The vacancy rates by tenure are for a smaller universe than the total vacancy rate first reported, which in principle includes the full stock (7.7%). The vacancy by tenure counts are rates relative to the rental stock (occupied and vacant) and ownership stock (occupied and vacant) - but exclude a significant number of vacancy categories, including the numerically significant *other vacant*.

such as a work assignment, military duty, or incarceration.[15] In a region with a thriving economy and housing market like the Bay Area, units being renovated/repaired and prepared for rental or sale are likely to represent a large portion of the "other vacant" category. Additionally, the need for seismic retrofitting in older housing stock could also influence the proportion of "other vacant" units in some jurisdictions.[16]

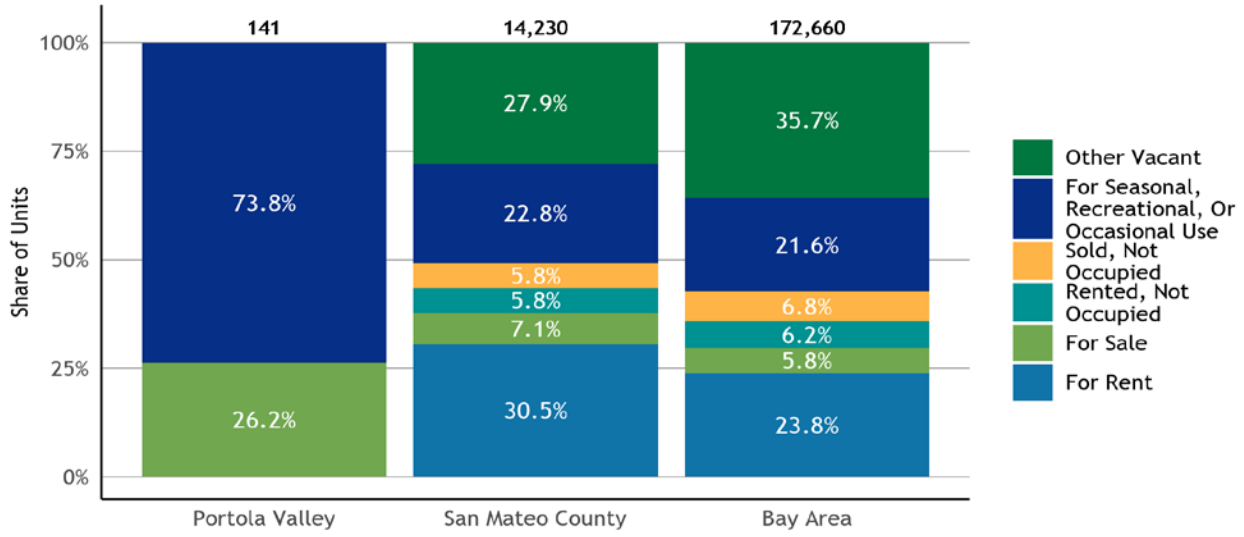

FIGURE 20: VACANT UNITS BY TYPE

Universe: Vacant housing units
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25004.

TABLE 2: HOUSING PERMITTING

Income Group	Value
Above Moderate-Income Permits	28
Very Low-Income Permits	8
Moderate-Income Permits	5
Low-Income Permits	2

Universe: Housing permits issued between 2015 and 2019
Notes: HCD uses the following definitions for the four income categories: Very Low-Income: units affordable to households making less than 50% of the Area Median Income (AMI) for the county in which the jurisdiction is located. Low-Income: units affordable to households making between 50% and 80% of the AMI for the county in which the jurisdiction is located. Moderate-Income: units affordable to households making between 80% and 120% of the AMI for the county in which the jurisdiction is located. Above Moderate-Income: units affordable to households making above 120% of the AMI for the

[15] For more information, see pages 3 through 6 of this list of definitions prepared by the Census Bureau: https://www.census.gov/housing/hvs/definitions.pdf.
[16] See Dow, P. (2018). Unpacking the Growth in San Francisco's Vacant Housing Stock: Client Report for the San Francisco Planning Department. University of California, Berkeley.

Between 2015 and 2019, 43 housing units were issued permits in Portola Valley. 65.1% of permits issued in Portola Valley were for above moderate-income housing, 11.6% were for moderate-income housing, and 23.3% were for low- or very low-income housing (see Table 2).

TABLE 2: HOUSING PERMITTING

Income Group	Value

county in which the jurisdiction is located.
Source: California Department of Housing and Community Development (HCD), 5th Cycle Annual Progress Report Permit Summary (2020).

3.2 ASSISTED HOUSING DEVELOPMENTS AT-RISK OF CONVERSION

While there is an immense need to produce new affordable housing units, ensuring that the existing affordable housing stock remains affordable is equally important. Additionally, it is typically faster and less expensive to preserve currently affordable units that are at risk of converting to market-rate than it is to build new affordable housing.

The data in the table below comes from the California Housing Partnership's Preservation Database, the state's most comprehensive source of information on subsidized affordable housing at risk of losing its affordable status and converting to market-rate housing. However, this database does not include all deed-restricted affordable units in the state, so there may be at-risk assisted units in a jurisdiction that are not captured in this data table. There are 0 assisted units in Portola Valley in the Preservation Database. Of these units, 0.0% are at *High Risk* or *Very High Risk* of conversion.[17]

TABLE 3: ASSISTED UNITS AT RISK OF CONVERSION

Income	Portola Valley	San Mateo County	Bay Area
Low	0	4,656	110,177
Moderate	0	191	3,375
High	0	359	1,854
Very High	0	58	1,053
Total Assisted Units in Database	**0**	**5,264**	**116,459**

Universe: HUD, Low-Income Housing Tax Credit (LIHTC), USDA, and CalHFA projects. Subsidized or assisted developments that do not have one of the aforementioned financing sources may not be included.
Notes: While California Housing Partnership's Preservation Database is the state's most comprehensive source of information on subsidized affordable housing at risk of losing its affordable status and converting to market-rate housing, this database does not include all deed-restricted affordable units in the state. Consequently, there may be at-risk assisted units in a jurisdiction that are not captured in this data table. Per HCD guidance, local jurisdictions must also list the specific affordable housing developments

[17] California Housing Partnership uses the following categories for assisted housing developments in its database:
Very-High Risk: affordable homes that are at-risk of converting to market rate within the next year that do not have a known overlapping subsidy that would extend affordability and are not owned by a large/stable non-profit, mission-driven developer.
High Risk: affordable homes that are at-risk of converting to market rate in the next 1-5 years that do not have a known overlapping subsidy that would extend affordability and are not owned by a large/stable non-profit, mission-driven developer.
Moderate Risk: affordable homes that are at-risk of converting to market rate in the next 5-10 years that do not have a known overlapping subsidy that would extend affordability and are not owned by a large/stable non-profit, mission-driven developer.
Low Risk: affordable homes that are at-risk of converting to market rate in 10+ years and/or are owned by a large/stable non-profit, mission-driven developer.

at-risk of converting to market rate uses. This document provides aggregate numbers of at-risk units for each jurisdiction, but local planning staff should contact Danielle Mazzella with the California Housing Partnership at dmazzella@chpc.net to obtain a list of affordable properties that fall under this designation. California Housing Partnership uses the following categories for assisted housing developments in its database: Very-High Risk: affordable homes that are at-risk of converting to market rate within the next year that do not have a known overlapping subsidy that would extend affordability and are not owned by a large/stable non-profit, mission-driven developer. High Risk: affordable homes that are at-risk of converting to market rate in the next 1-5 years that do not have a known overlapping subsidy that would extend affordability and are not owned by a large/stable non-profit, mission-driven developer. Moderate Risk: affordable homes that are at-risk of converting to market rate in the next 5-10 years that do not have a known overlapping subsidy that would extend affordability and are not owned by a large/stable non-profit, mission-driven developer. Low Risk: affordable homes that are at-risk of converting to market rate in 10+ years and/or are owned by a large/stable non-profit, mission-driven developer.
Source: California Housing Partnership, Preservation Database (2022).

3.3 SUBSTANDARD HOUSING

Housing costs in the region are among the highest in the country, which could result in households, particularly renters, needing to live in substandard conditions in order to afford housing. Generally, there is limited data on the extent of substandard housing issues in a community. However, Census Bureau data gives a sense of some of the substandard conditions that may be present, specifically a lack of kitchen and plumbing facilities which is often used as an indicator of substandard housing conditions. Per US Census Data, 31.8% of renters in Portola Valley reported lacking a kitchen and 0% of renters lack plumbing, whereas 1.2% of property owners in the Town report lacking a kitchen and 0% of property owners report lacking plumbing. It is likely that the high number of renters reporting a lack of kitchen facilities in the Town may be attributed to The Sequoias retirement community located off Portola Road. This facility accommodates over 300 senior citizens and offers meal plans/packages to residents as well as studio living arrangements.

In addition to lacking plumbing or kitchen facilities, the age of a community's housing stock can provide another indicator of overall housing conditions. Typically, housing over 30 years in age is likely to have rehabilitation needs that may include new plumbing, roof repairs, foundation work, and other repairs. In Portola Valley, the largest proportion of the housing stock was built between 1960 to 1979, with 763 units constructed during this period. While most of the Town's housing stock was constructed prior to the 30-year benchmark, due to the Town's high household incomes which allow for routine maintenance and improvements, the age of units in the Town is not believed to contribute to substandard housing conditions. More so, existing homes in the Town are bought and sold, new owners are anticipated to remodel and update housing units. Based on the above data, staff estimates that approximately 10 ownership units may require rehabilitation, mostly due to long term owners, or children of long-term owners, that may own property but lack discretionary income to fund improvements.

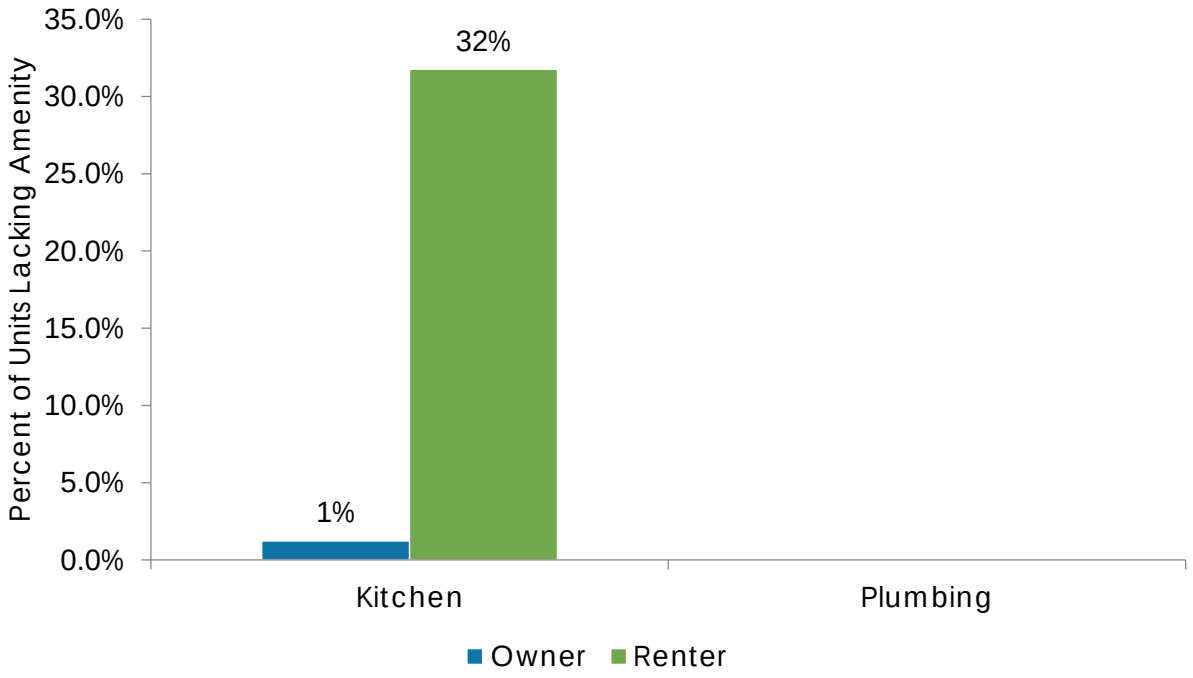

FIGURE 21: SUBSTANDARD HOUSING ISSUES

Universe: Occupied housing units
Notes: Per HCD guidance, this data should be supplemented by local estimates of units needing to be rehabilitated or replaced based on recent windshield surveys, local building department data, knowledgeable builders/developers in the community, or nonprofit housing developers or organizations.
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25053, Table B25043, Table B25049.

3.4 HOME AND RENT VALUES

Home prices reflect a complex mix of supply and demand factors, including an area's demographic profile, labor market, prevailing wages, and job outlook, coupled with land and construction costs. In the Bay Area, the costs of housing have long been among the highest in the nation. The typical home value in Portola Valley was estimated at $4,109,050 by December of 2020, per data from Zillow. The largest proportion of homes were valued between $2M+ (see Figure 22). By comparison, the typical home value is $1,418,330 in San Mateo County and $1,077,230 the Bay Area, with the largest share of units valued $1m-$1.5m (county) and $500k-$750k (region).

The region's home values have increased steadily since 2000, besides a decrease during the Great Recession. The rise in home prices has been especially steep since 2012, with the median home value in the Bay Area nearly doubling during this time. Since 2001, the typical home value has increased 184.6% in Portola Valley from $1,443,590 to $4,109,050. This change is above the change in San Mateo County, and above the change for the region (see Figure 23).

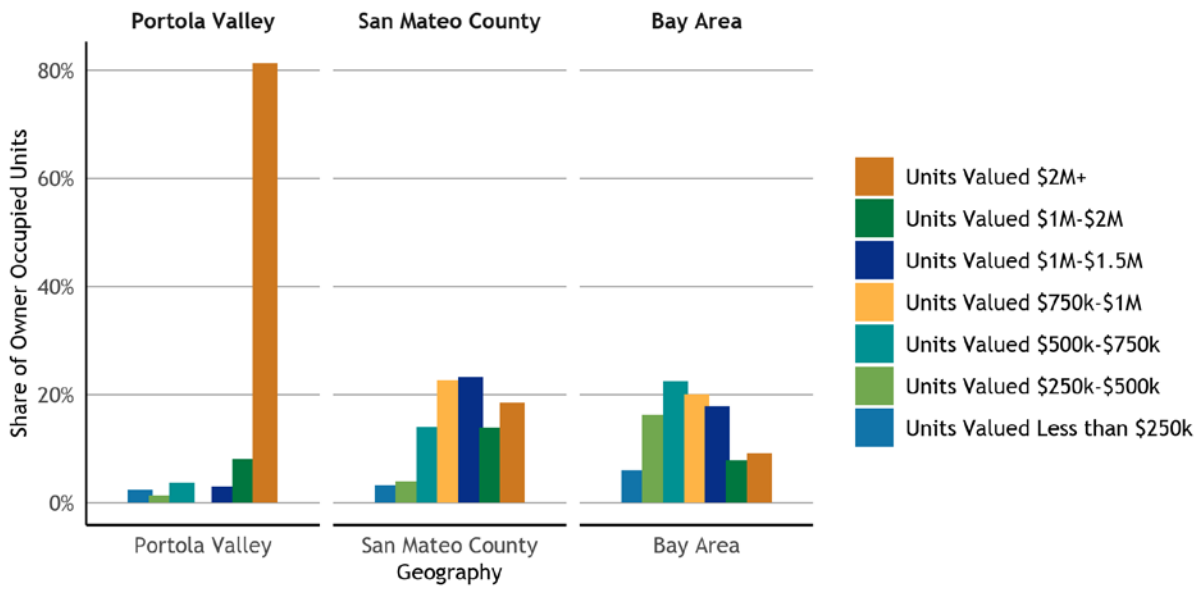

FIGURE 22: HOME VALUES OF OWNER-OCCUPIED UNITS

Universe: Owner-occupied units
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25075.

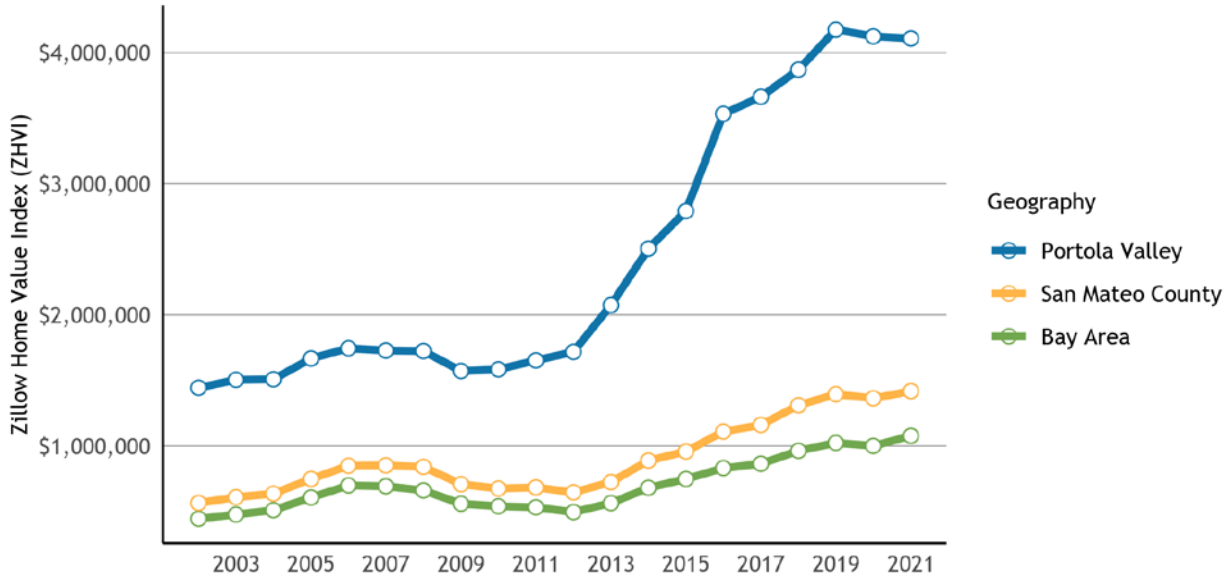

FIGURE 23: ZILLOW HOME VALUE INDEX (ZHVI)

Universe: Owner-occupied housing units
Notes: Zillow describes the ZHVI as a smoothed, seasonally adjusted measure of the typical home value and market changes across a given region and housing type. The ZHVI reflects the typical value for homes in the 35th to 65th percentile range. The ZHVI includes all owner-occupied housing units, including both single-family homes and condominiums. More information on the ZHVI is available from Zillow. The regional estimate is a household-weighted average of county-level ZHVI files, where household counts are yearly estimates from DOF's E-5 series For unincorporated areas, the value is a population weighted average of unincorporated communities in the county matched to census-designated population counts.
Source: Zillow, Zillow Home Value Index (ZHVI).

Similar to home values, rents have also increased dramatically across the Bay Area in recent years. Many renters have been priced out, evicted or displaced, particularly communities of color. Residents finding themselves in one of these situations may have had to choose between commuting long distances to their jobs and schools or moving out of the region, and sometimes, out of the state.

In Portola Valley, the largest proportion of rental units rented in the *Rent $3000 or more* category, totaling 49.4%, followed by 15.3% of units renting in the *Rent $1500-$2000* category (see Figure 24). Looking beyond the city, the largest share of units is in the *$3000 or more* category (county) compared to the *$1500-$2000* category for the region as a whole.

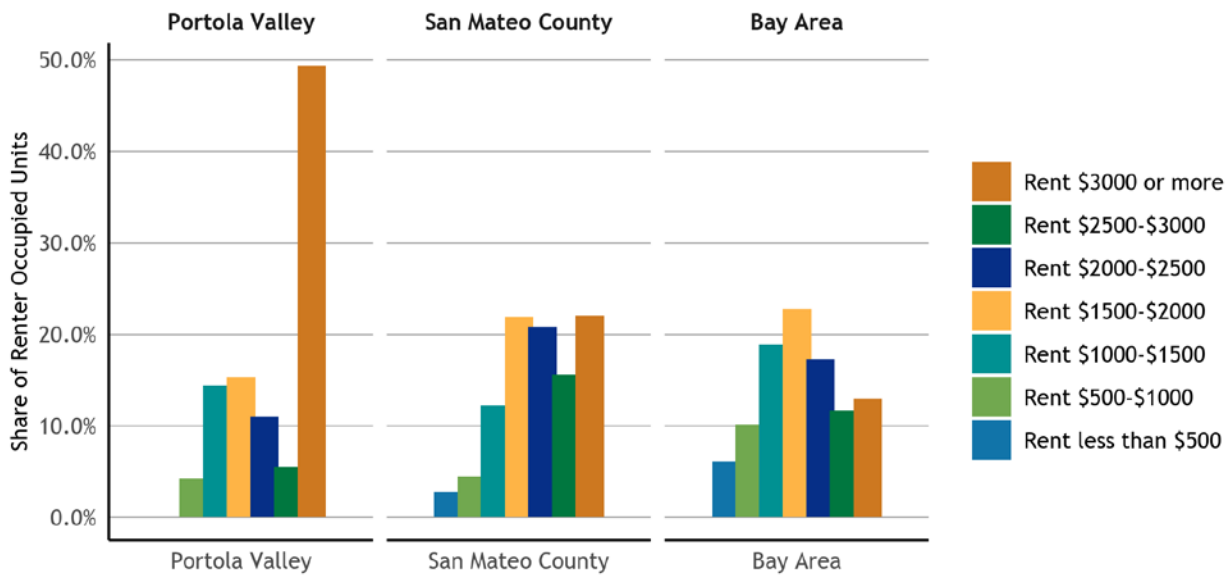

FIGURE 24: CONTRACT RENTS FOR RENTER-OCCUPIED UNITS

Universe: Renter-occupied housing units paying cash rent
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25056.

Since 2009, the median rent has increased by 47.1% in Portola Valley, from $2,000 to $2,940 per month (see Figure 25). In San Mateo County, the median rent has increased 41.1%, from $1,560 to $2,200. The median rent in the region has increased significantly during this time from $1,200 to $1,850, a 54% increase.[18]

[18] While the data on home values shown in Figure 23 comes from Zillow, Zillow does not have data on rent prices available for most Bay Area jurisdictions. To have a more comprehensive dataset on rental data for the region, the rent data in this document comes from the U.S. Census Bureau's American Community Survey, which may not fully reflect current rents. Local jurisdiction staff may want to supplement the data on rents with local realtor data or other sources for rent data that are more current than Census Bureau data.

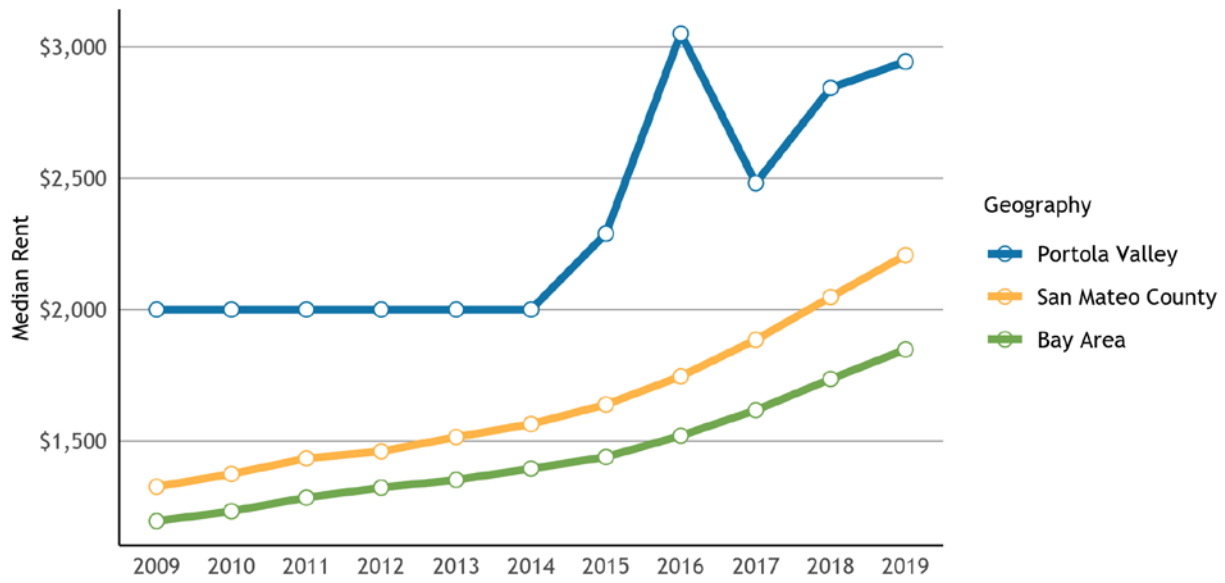

FIGURE 25: MEDIAN CONTRACT RENT

Universe: Renter-occupied housing units paying cash rent
Notes: For unincorporated areas, median is calculated using distribution in B25056.
Source: U.S. Census Bureau, American Community Survey 5-Year Data releases, starting with 2005-2009 through 2015-2019, B25058, B25056 (for unincorporated areas). County and regional counts are weighted averages of jurisdiction median using B25003 rental unit counts from the relevant year.

3.5 OVERPAYMENT AND OVERCROWDING

A household is considered "cost-burdened" if it spends more than 30% of its monthly income on housing costs, while those who spend more than 50% of their income on housing costs are considered "severely cost-burdened." Low-income residents are the most impacted by high housing costs and experience the highest rates of cost burden. Spending such large portions of their income on housing puts low-income households at higher risk of displacement, eviction, or homelessness.

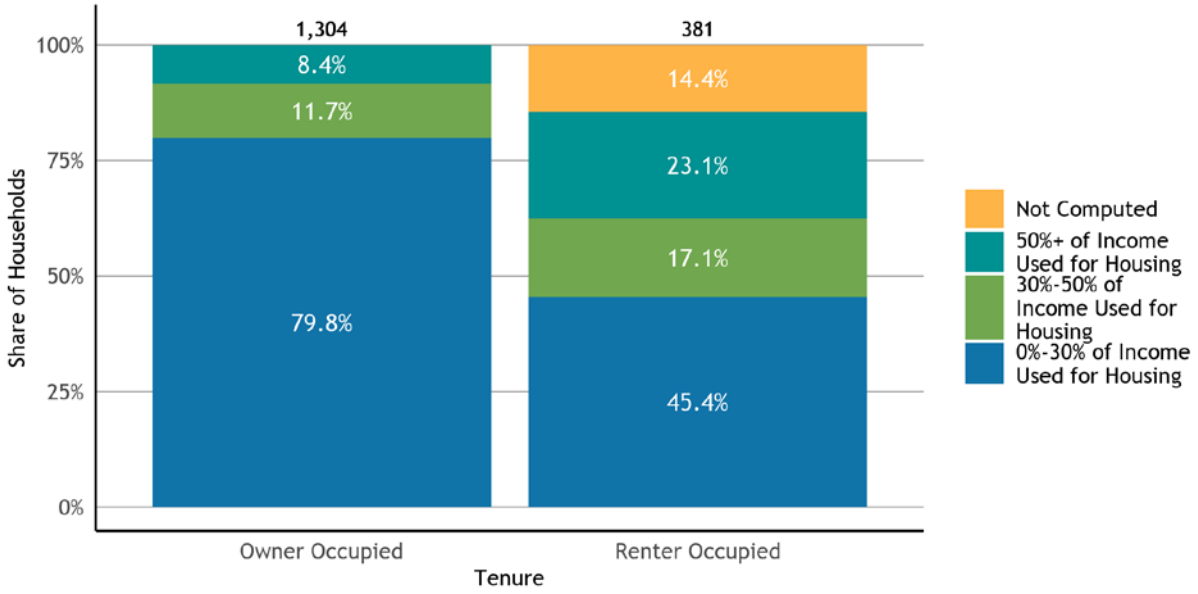

FIGURE 26: COST BURDEN BY TENURE

Universe: Occupied housing units
Notes: Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is "select monthly owner costs," which includes mortgage payment, utilities, association fees, insurance, and real estate taxes. HUD defines cost-burdened households as those whose monthly housing costs exceed 30% of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50% of monthly income.
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25070, B25091.

In Portola Valley, 13.5% of households spend 50% or more of their income on housing, while 12.9% spend 30% to 50%. However, these rates vary greatly across income categories (see Figure 27). For example, 71.4% of Portola Valley households making less than 30% of AMI spend the majority of their income on housing. For Portola Valley residents making more than 100% of AMI, just 3.8% are severely cost-burdened, and 90.2% of those making more than 100% of AMI spend less than 30% of their income on housing.

While household incomes within Portola Valley are relatively high when compared to other jurisdictions, there are still households considered some level of cost burdened. In Portola Valley, 17.1% of households spend 30% to 50% of their income on housing and are considered "cost burdened" while 11.7% of households are severely cost burdened and use over 50% of their income for housing. There are disparities in housing cost burden in Portola Valley by tenure, while 20.2% of property owners experience cost burden, 46.9% of renters experience the same. This disparity may be attributed to the Bay Area's relatively high housing prices, as well as a lack of affordable rental housing options within the Town, relative to need.

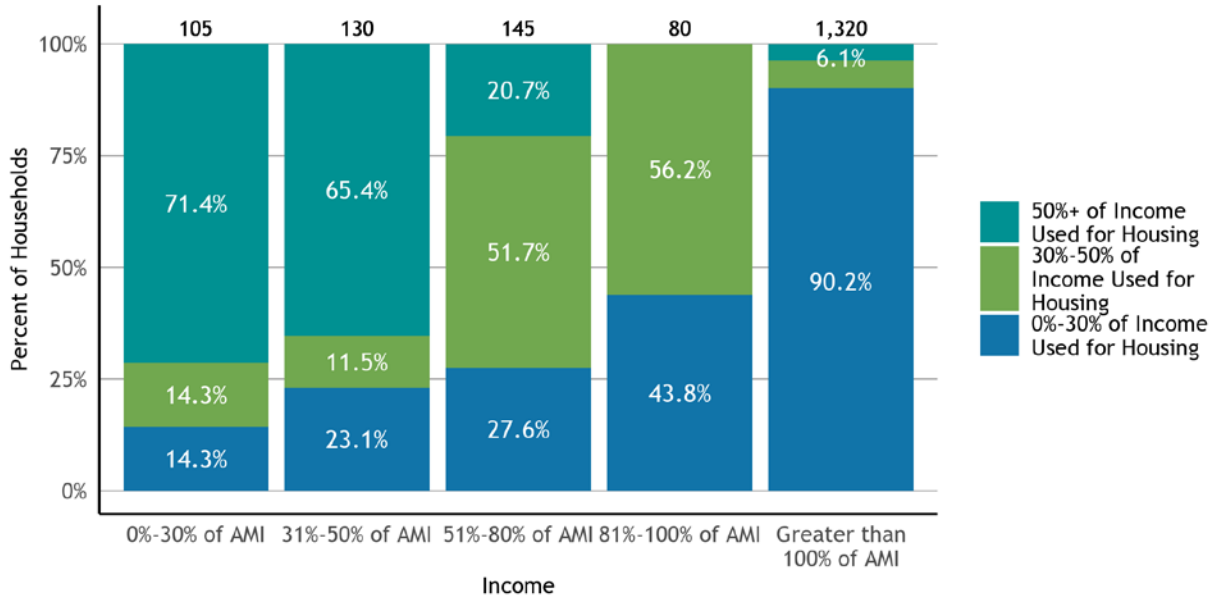

FIGURE 27: COST BURDEN BY INCOME LEVEL

Universe: Occupied housing units
Notes: Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is "select monthly owner costs," which includes mortgage payment, utilities, association fees, insurance, and real estate taxes. HUD defines cost-burdened households as those whose monthly housing costs exceed 30% of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50% of monthly income. Income groups are based on HUD calculations for Area Median Income (AMI). HUD calculates the AMI for different metropolitan areas, and the nine county Bay Area includes the following metropolitan areas: Napa Metro Area (Napa County), Oakland-Fremont Metro Area (Alameda and Contra Costa Counties), San Francisco Metro Area (Marin, San Francisco, and San Mateo Counties), San Jose-Sunnyvale-Santa Clara Metro Area (Santa Clara County), Santa Rosa Metro Area (Sonoma County), and Vallejo-Fairfield Metro Area (Solano County). The AMI levels in this chart are based on the HUD metro area where this jurisdiction is located.
Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release.

Currently, people of color are more likely to experience poverty and financial instability because of federal and local housing policies that have historically excluded them from the same opportunities extended to white residents. As a result, they often pay a greater percentage of their income on housing, and in turn, are at a greater risk of housing insecurity.

White, Non-Hispanic residents are the most cost burdened with *14.1%* spending 30% to 50% of their income on housing, and *White, Non-Hispanic* residents are the most severely cost burdened with *14.4%* spending more than 50% of their income on housing (see Figure 28).

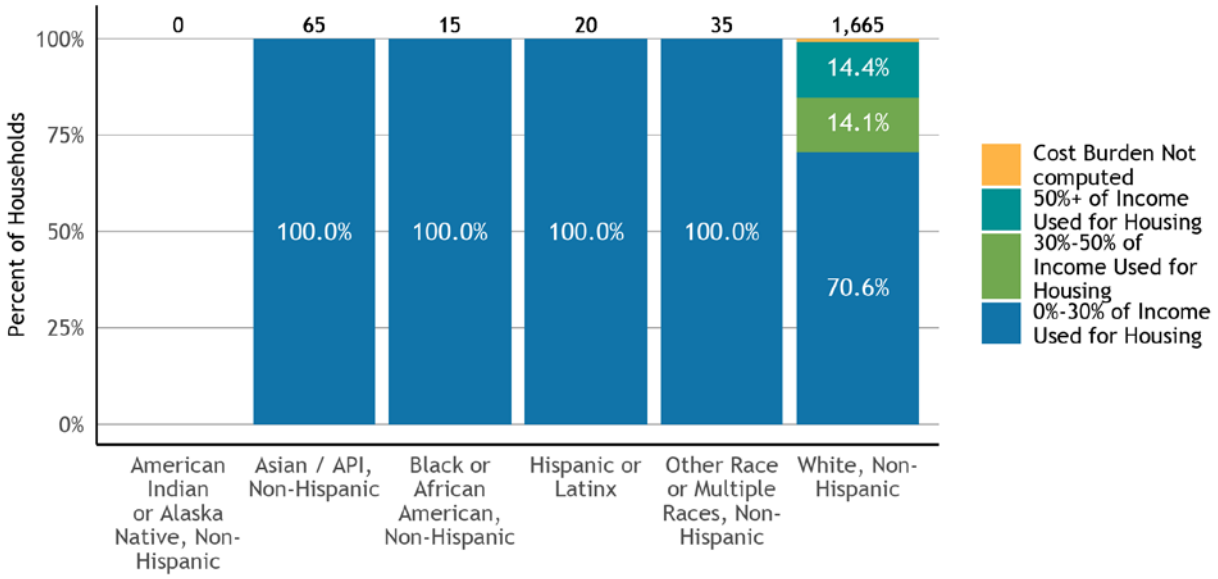

FIGURE 28: COST BURDEN BY RACE

Universe: Occupied housing units
Notes: Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is "select monthly owner costs," which includes mortgage payment, utilities, association fees, insurance, and real estate taxes. HUD defines cost-burdened households as those whose monthly housing costs exceed 30% of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50% of monthly income. For the purposes of this graph, the "Hispanic or Latinx" racial/ethnic group represents those who identify as having Hispanic/Latinx ethnicity and may also be members of any racial group. All other racial categories on this graph represent those who identify with that racial category and do not identify with Hispanic/Latinx ethnicity.
Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release.

Large family households often have special housing needs due to a lack of adequately sized affordable housing available. The higher costs required for homes with multiple bedrooms can result in larger families experiencing a disproportionate cost burden than the rest of the population and can increase the risk of housing insecurity.

In Portola Valley, 0.0% of large family households experience a cost burden of 30%-50%, while 0.0% of households spend more than half of their income on housing. Some 13.7% of all other households have a cost burden of 30%-50%, with 14.3% of households spending more than 50% of their income on housing (see Figure 29).

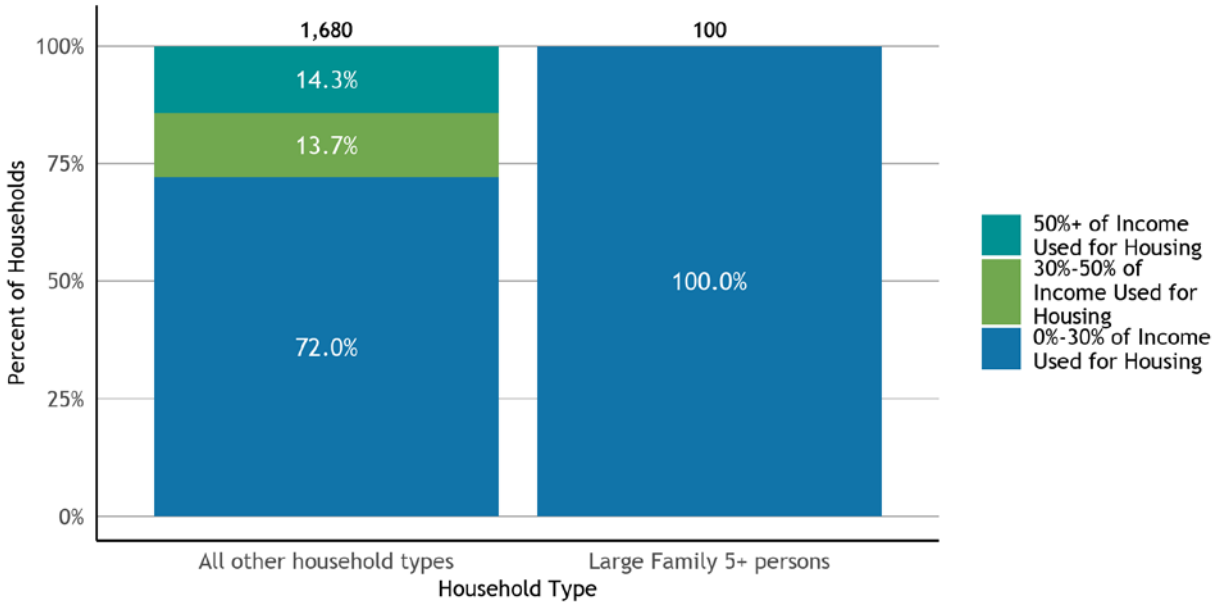

FIGURE 29: COST BURDEN BY HOUSEHOLD SIZE

Universe: Occupied housing units
Notes: Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is "select monthly owner costs," which includes mortgage payment, utilities, association fees, insurance, and real estate taxes. HUD defines cost-burdened households as those whose monthly housing costs exceed 30% of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50% of monthly income.
Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release.

When cost-burdened seniors are no longer able to make house payments or pay rents, displacement from their homes can occur, putting further stress on the local rental market or forcing residents out of the community they call home. Understanding how seniors might be cost-burdened is of particular importance due to their special housing needs, particularly for low-income seniors. 71.4% of seniors making less than 30% of AMI are spending the majority of their income on housing. For seniors making more than 100% of AMI, 94.5% are not cost-burdened and spend less than 30% of their income on housing (see Figure 30).

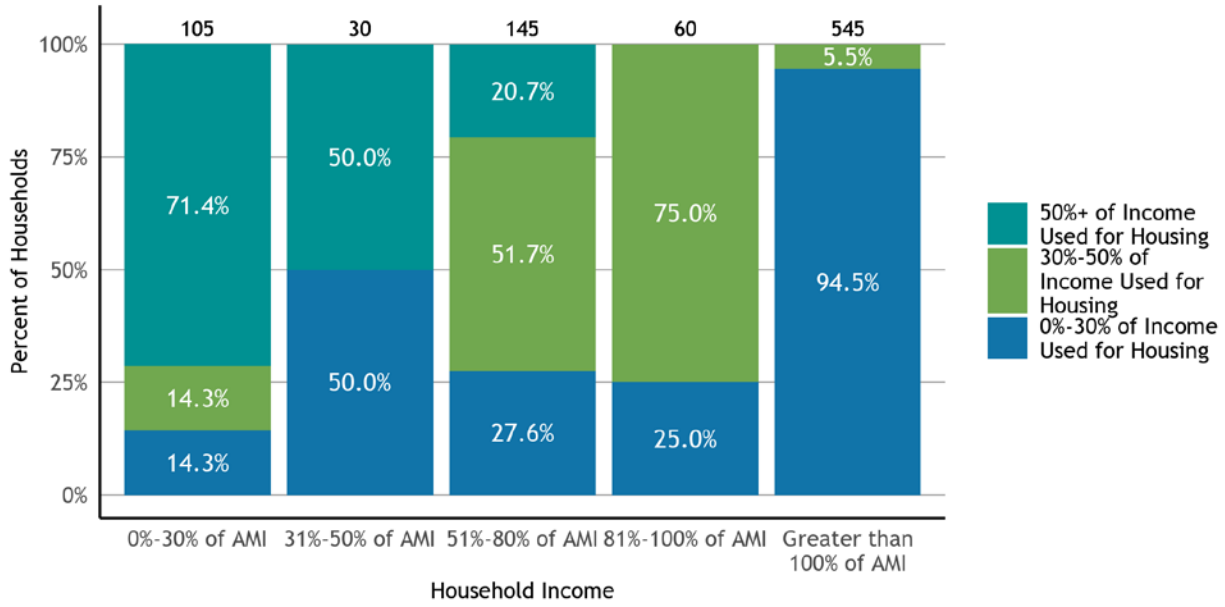

FIGURE 30: COST-BURDENED SENIOR HOUSEHOLDS BY INCOME LEVEL

Universe: Senior households
Notes: For the purposes of this graph, senior households are those with a householder who is aged 62 or older. Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is "select monthly owner costs," which includes mortgage payment, utilities, association fees, insurance, and real estate taxes. HUD defines cost-burdened households as those whose monthly housing costs exceed 30% of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50% of monthly income. Income groups are based on HUD calculations for Area Median Income (AMI). HUD calculates the AMI for different metropolitan areas, and the nine county Bay Area includes the following metropolitan areas: Napa Metro Area (Napa County), Oakland-Fremont Metro Area (Alameda and Contra Costa Counties), San Francisco Metro Area (Marin, San Francisco, and San Mateo Counties), San Jose-Sunnyvale-Santa Clara Metro Area (Santa Clara County), Santa Rosa Metro Area (Sonoma County), and Vallejo-Fairfield Metro Area (Solano County). The AMI levels in this chart are based on the HUD metro area where this jurisdiction is located.
Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release.

Overcrowding occurs when the number of people living in a household is greater than the home was designed to hold. There are several different standards for defining overcrowding, but this report uses the Census Bureau definition, which is more than one occupant per room (not including bathrooms or kitchens). Additionally, the Census Bureau considers units with more than 1.5 occupants per room to be severely overcrowded.

Overcrowding is often related to the cost of housing and can occur when demand in a city or region is high. In many cities, overcrowding is seen more amongst those that are renting, with multiple households sharing a unit to make it possible to stay in their communities. In Portola Valley, 0.0% of households that rent are severely overcrowded (more than 1.5 occupants per room), compared to 0.0% of households that own (see Figure 31). In Portola Valley, 8.1% of renters experience moderate overcrowding (1 to 1.5 occupants per room), compared to 0.0% for those own.

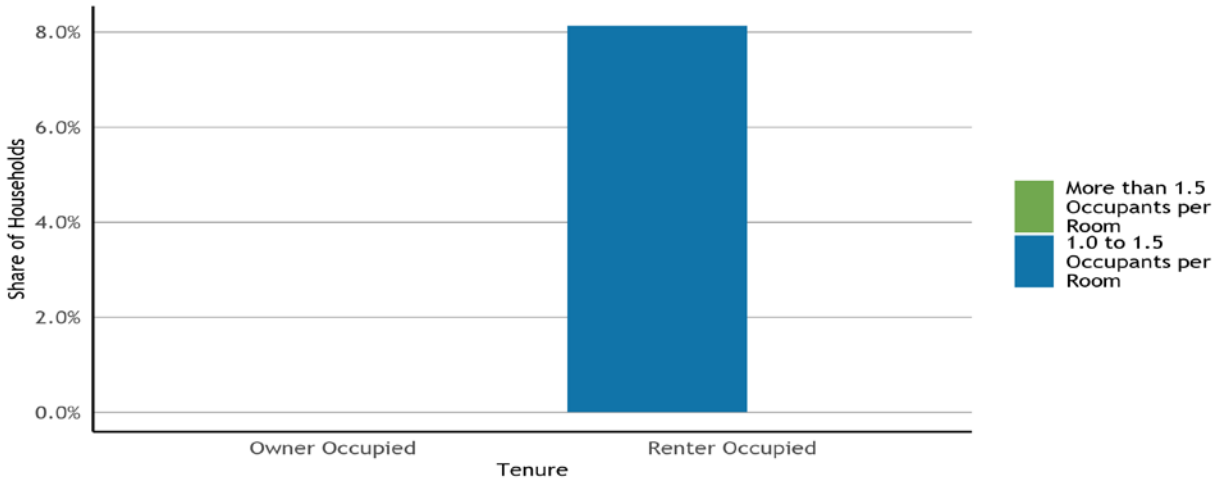

FIGURE 31: OVERCROWDING BY TENURE AND SEVERITY

Universe: Occupied housing units
Notes: The Census Bureau defines an overcrowded unit as one occupied by 1.01 persons or more per room (excluding bathrooms and kitchens), and units with more than 1.5 persons per room are considered severely overcrowded.
Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release.

Overcrowding often disproportionately impacts low-income households. 0.0% of very low-income households (below 50% AMI) experience severe overcrowding, while 0.0% of households above 100% experience this level of overcrowding (see Figure 32).

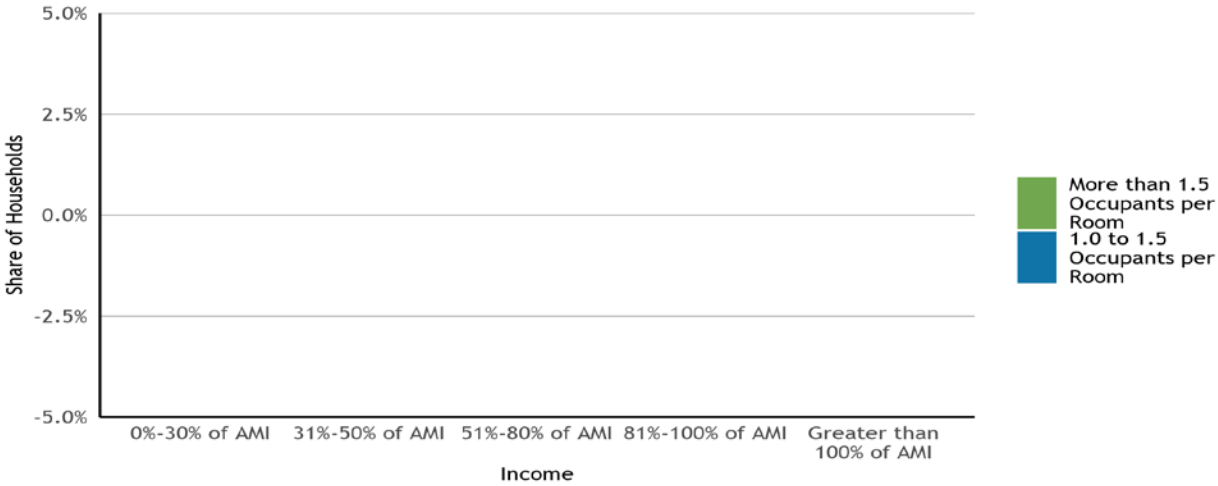

FIGURE 32: OVERCROWDING BY INCOME LEVEL AND SEVERITY

Universe: Occupied housing units
Notes: The Census Bureau defines an overcrowded unit as one occupied by 1.01 persons or more per room (excluding bathrooms and kitchens), and units with more than 1.5 persons per room are considered severely overcrowded. Income groups are based on HUD calculations for Area Median Income (AMI). HUD calculates the AMI for different metropolitan areas, and the nine county Bay Area includes the following metropolitan areas: Napa Metro Area (Napa County), Oakland-Fremont Metro Area (Alameda and Contra Costa Counties), San Francisco Metro Area (Marin, San Francisco, and San Mateo Counties), San Jose-Sunnyvale-Santa Clara Metro Area (Santa Clara County), Santa Rosa Metro Area (Sonoma County), and Vallejo-Fairfield Metro Area (Solano County). The AMI levels in this chart are based on the HUD metro area where this jurisdiction is located.
Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release.

Communities of color are more likely to experience overcrowding similar to how they are more likely to experience poverty, financial instability, and housing insecurity. People of color tend to experience overcrowding at higher rates than White residents. In Portola Valley, the racial group with the largest overcrowding rate is *White, Non-Hispanic* (see Figure 33)

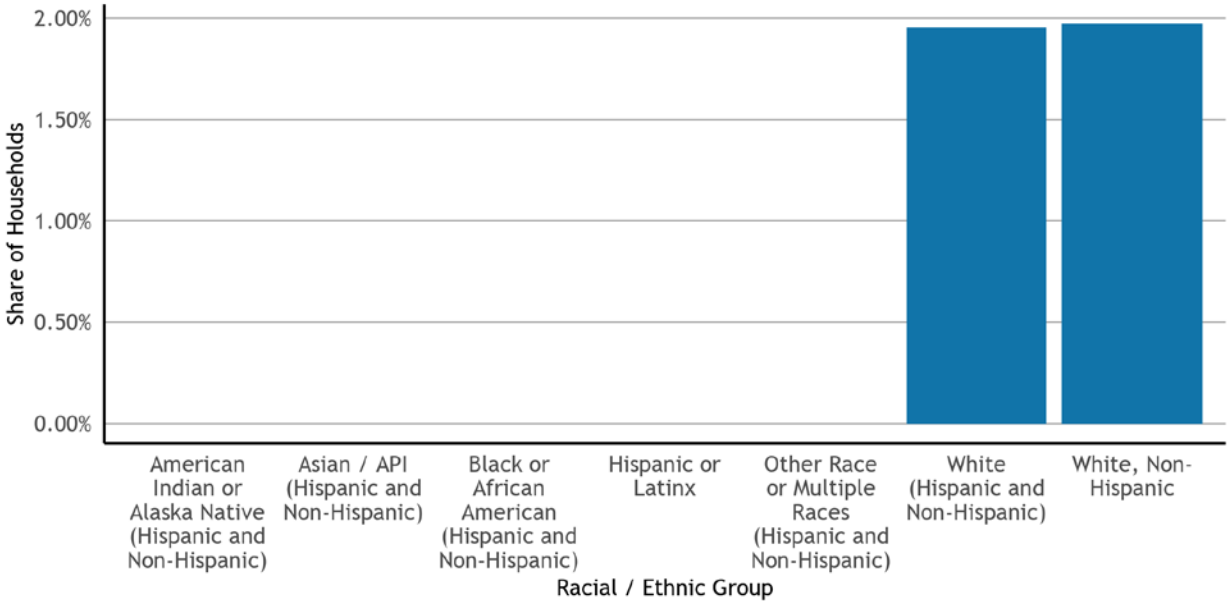

FIGURE 33: OVERCROWDING BY RACE

Universe: Occupied housing units
Notes: The Census Bureau defines an overcrowded unit as one occupied by 1.01 persons or more per room (excluding bathrooms and kitchens), and units with more than 1.5 persons per room are considered severely overcrowded. For this table, the Census Bureau does not disaggregate racial groups by Hispanic/Latinx ethnicity. However, data for the white racial group is also reported for white householders who are not Hispanic/Latinx. Since residents who identify as white and Hispanic/Latinx may have very different experiences within the housing market and the economy from those who identify as white and non-Hispanic/Latinx, data for multiple white sub-groups are reported here. The racial/ethnic groups reported in this table are not all mutually exclusive. Therefore, the data should not be summed as the sum exceeds the total number of occupied housing units for this jurisdiction. However, all groups labelled "Hispanic and Non-Hispanic" are mutually exclusive, and the sum of the data for these groups is equivalent to the total number of occupied housing units.
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25014.

4. SPECIAL HOUSING NEEDS

Some population groups may have special housing needs that require specific program responses, and these groups may experience barriers to accessing stable housing due to their specific housing circumstances. Government Code section 65583, subdivision (a)(7) requires each jurisdiction to include analyses for the following populations: large households, female-headed households, senior households, persons with disabilities (including developmental disabilities), homeless, and farmworkers.

4.1 LARGE HOUSEHOLDS

Large households often have different housing needs than smaller households. If a city's rental housing stock does not include larger apartments, large households who rent could end up living in overcrowded conditions. In Portola Valley, for large households with 5 or more persons, most units (89.6%) are owner occupied (see Figure 34). In 2017, 0.0% of large households were very low-income, earning less than 50% of the AMI.

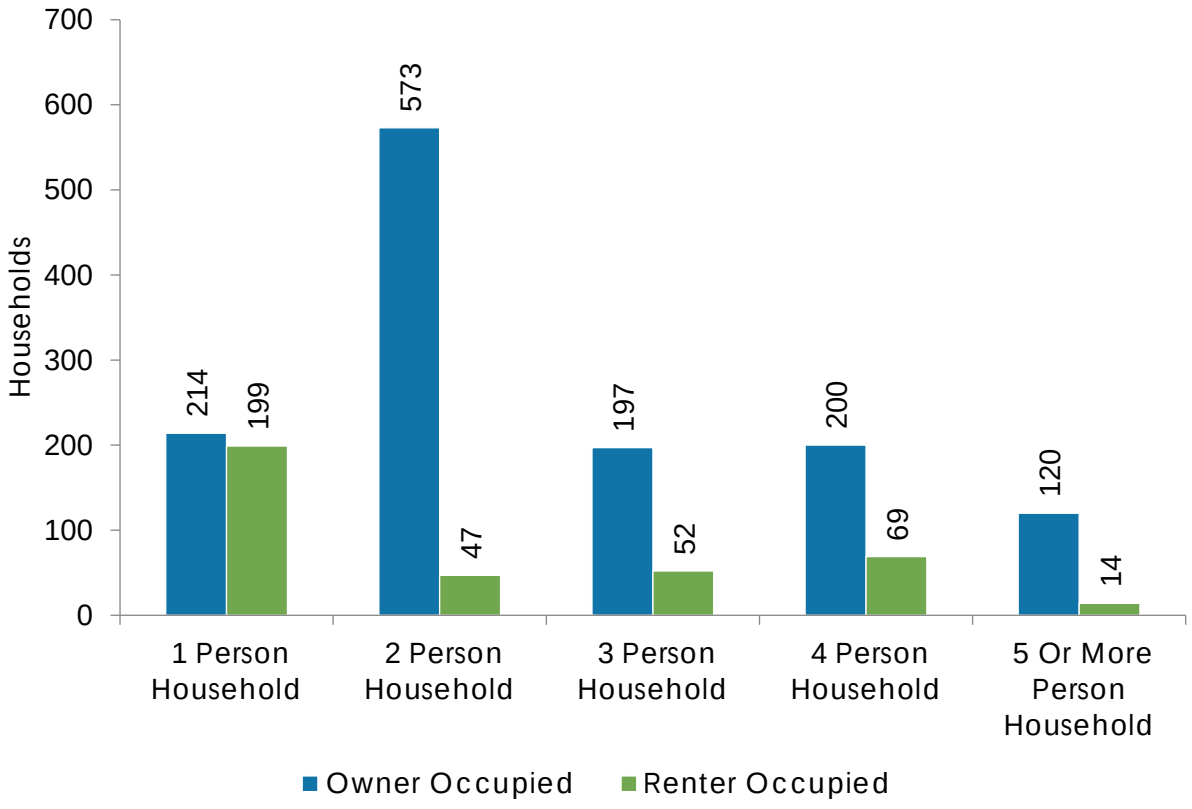

FIGURE 34: HOUSEHOLD SIZE BY TENURE

Universe: Occupied housing units
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25009.

The unit sizes available in a community affect the household sizes that can access that community. Large families are generally served by housing units with 3 or more bedrooms, of which there are 1,374 units in Portola Valley. Among these large units with 3 or more bedrooms, 9.9% are owner-occupied and 90.1% are renter occupied (see Figure 35).

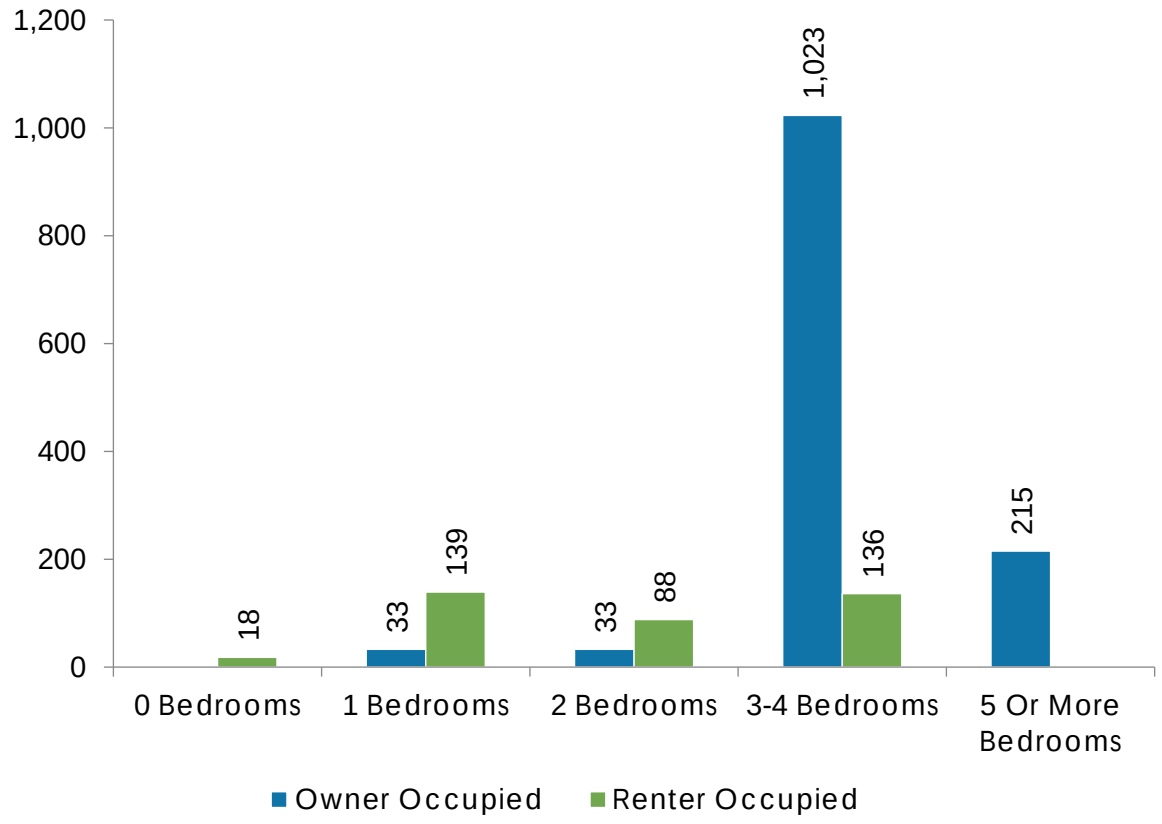

FIGURE 35: HOUSING UNITS BY NUMBER OF BEDROOMS

Universe: Housing units
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25042.

4.2 FEMALE-HEADED HOUSEHOLDS

Households headed by one person are often at greater risk of housing insecurity, particularly female-headed households, who may be supporting children or a family with only one income. In Portola Valley, the largest proportion of households is *Married-couple Family Households* at 64.2% of total, while *Female-Headed Households* make up 5.8% of all households.

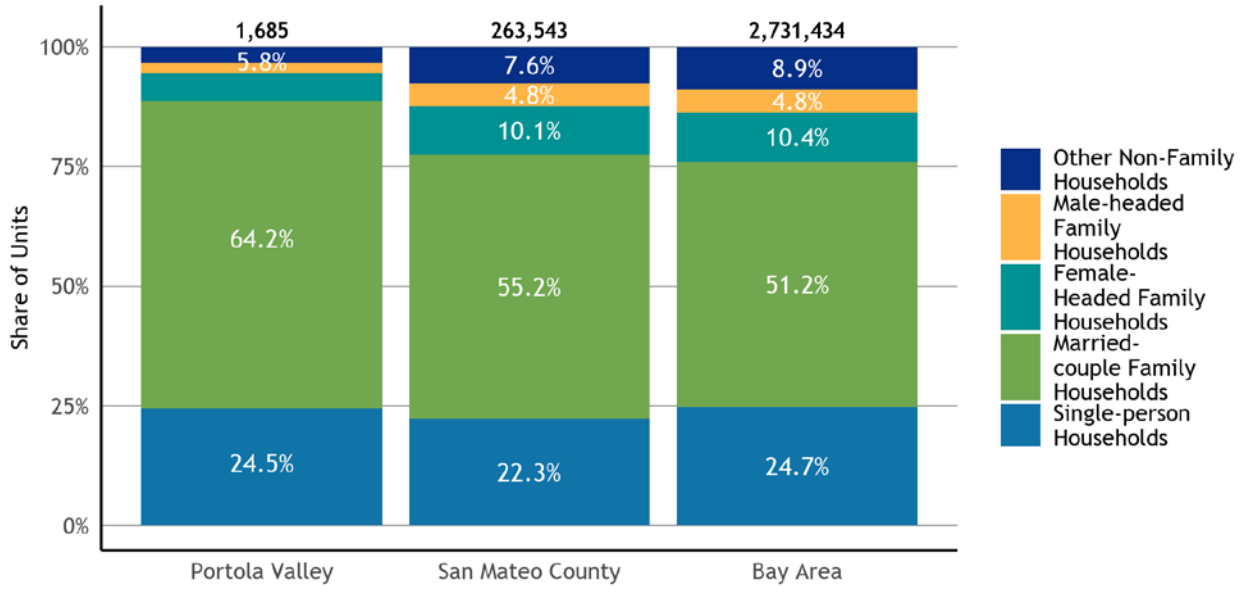

FIGURE 36: HOUSEHOLD TYPE

Universe: Households
Notes: For data from the Census Bureau, a "family household" is a household where two or more people are related by birth, marriage, or adoption. "Non-family households" are households of one person living alone, as well as households where none of the people are related to each other.
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B11001.

Female-headed households with children may face particular housing challenges, with pervasive gender inequality resulting in lower wages for women. Moreover, the added need for childcare can make finding a home that is affordable more challenging.

In Portola Valley, 0.0% of female-headed households with children fall below the Federal Poverty Line, while 0.0% of female-headed households *without* children live in poverty (see Figure 37).

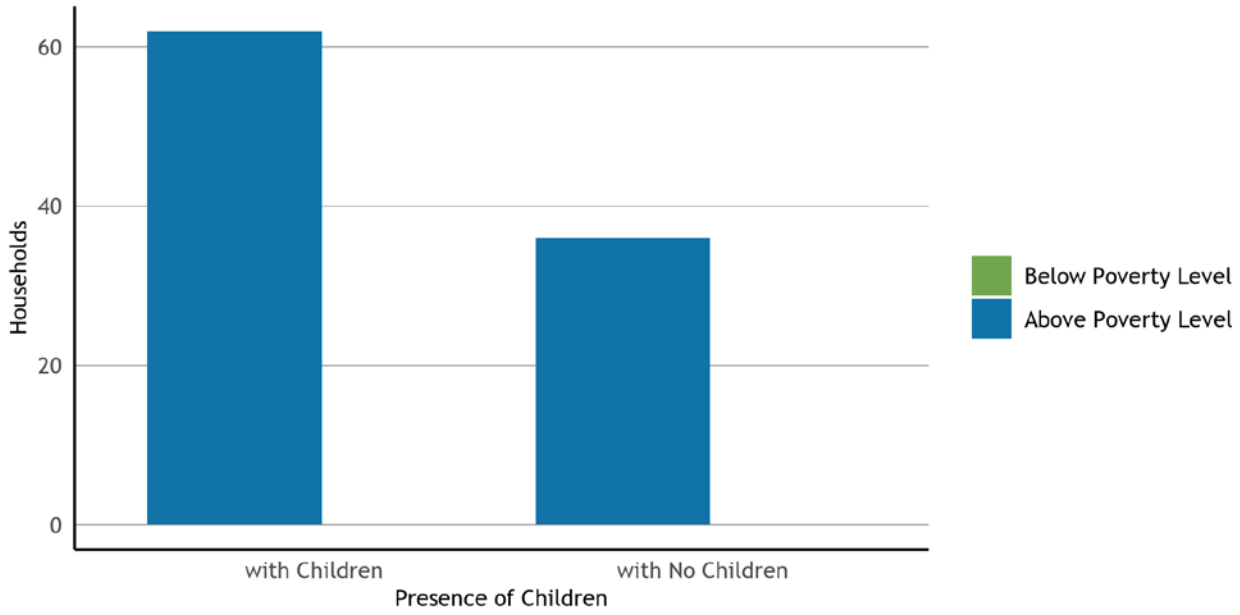

FIGURE 37: FEMALE-HEADED HOUSEHOLDS BY POVERTY STATUS

Universe: Female Households
Notes: The Census Bureau uses a federally defined poverty threshold that remains constant throughout the country and does not correspond to Area Median Income (AMI).
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B17012.

4.3 SENIORS

Senior households often experience a combination of factors that can make accessing or keeping affordable housing a challenge. They often live on fixed incomes and are more likely to have disabilities, chronic health conditions and/or reduced mobility.

Seniors who rent may be at even greater risk for housing challenges than those who own, due to income differences between these groups. The largest proportion of senior households who rent make *Greater than 100% of AMI*, while the largest proportion of senior households who are homeowners falls in the income group *Greater than 100% of AMI* (see Figure 38).

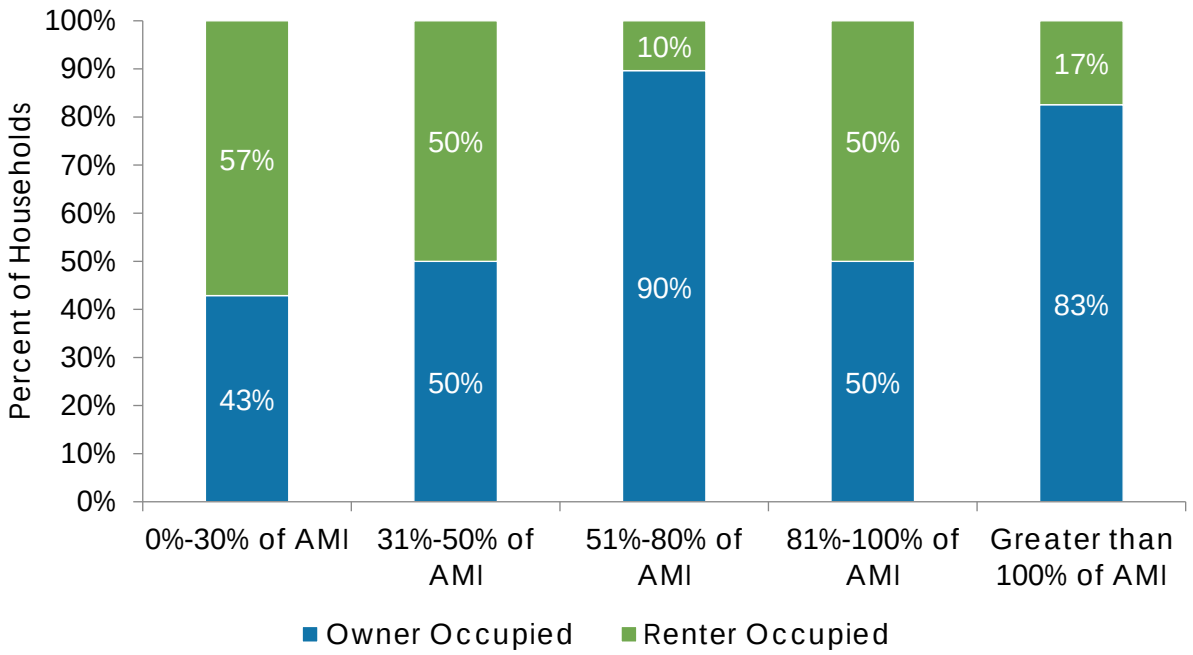

FIGURE 38: SENIOR HOUSEHOLDS BY INCOME AND TENURE

Universe: Senior households
Notes: For the purposes of this graph, senior households are those with a householder who is aged 62 or older. Income groups are based on HUD calculations for Area Median Income (AMI). HUD calculates the AMI for different metropolitan areas, and the nine county Bay Area includes the following metropolitan areas: Napa Metro Area (Napa County), Oakland-Fremont Metro Area (Alameda and Contra Costa Counties), San Francisco Metro Area (Marin, San Francisco, and San Mateo Counties), San Jose-Sunnyvale-Santa Clara Metro Area (Santa Clara County), Santa Rosa Metro Area (Sonoma County), and Vallejo-Fairfield Metro Area (Solano County). The AMI levels in this chart are based on the HUD metro area where this jurisdiction is located.
Source: U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release.

4.4 PEOPLE WITH DISABILITIES

People with disabilities face additional housing challenges. Encompassing a broad group of individuals living with a variety of physical, cognitive, and sensory impairments, many people with disabilities live on fixed incomes and are in need of specialized care, yet often rely on family members for assistance due to the high cost of care.

When it comes to housing, people with disabilities are not only in need of affordable housing but accessibly designed housing, which offers greater mobility and opportunity for independence. Unfortunately, the need typically outweighs what is available, particularly in a housing market with such high demand. People with disabilities are at a high risk for housing insecurity, homelessness, and institutionalization, particularly when they lose aging caregivers. Figure 39 shows the rates at

which different disabilities are present among residents of Portola Valley. Overall, 10.2% of people in Portola Valley have a disability of any kind.[19]

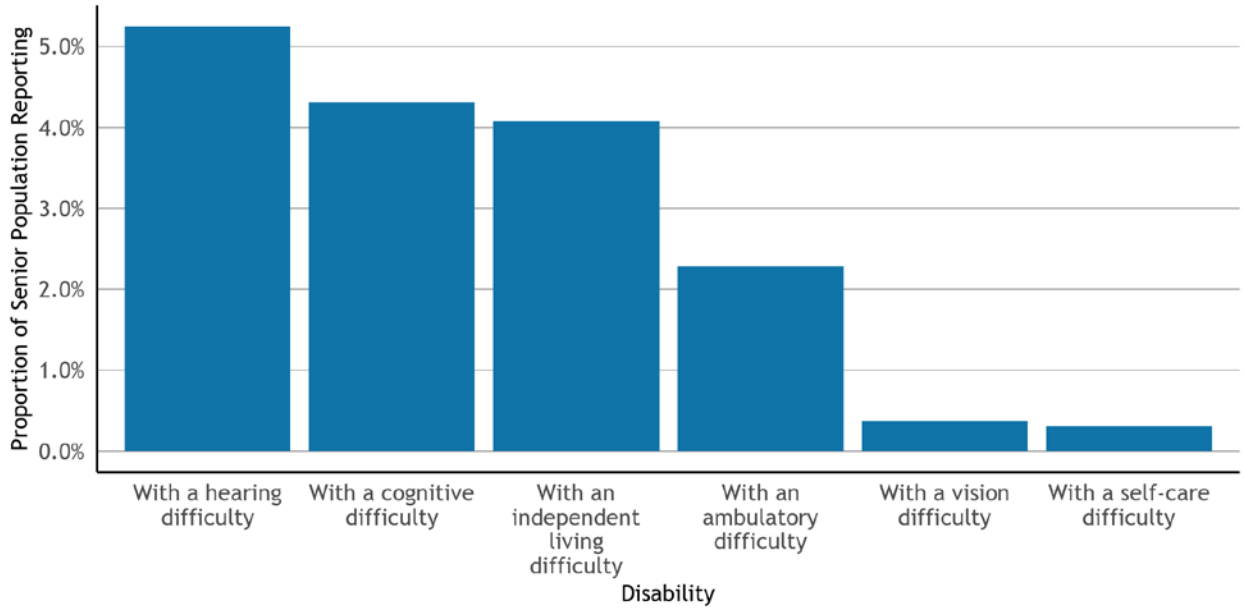

FIGURE 39: DISABILITY BY TYPE

Universe: Civilian noninstitutionalized population 18 years and over
Notes: These disabilities are counted separately and are not mutually exclusive, as an individual may report more than one disability. These counts should not be summed. The Census Bureau provides the following definitions for these disability types: Hearing difficulty: deaf or has serious difficulty hearing. Vision difficulty: blind or has serious difficulty seeing even with glasses. Cognitive difficulty: has serious difficulty concentrating, remembering, or making decisions. Ambulatory difficulty: has serious difficulty walking or climbing stairs. Self-care difficulty: has difficulty dressing or bathing. Independent living difficulty: has difficulty doing errands alone such as visiting a doctor's office or shopping.
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B18102, Table B18103, Table B18104, Table B18105, Table B18106, Table B18107.

State law also requires Housing Elements to examine the housing needs of people with developmental disabilities. Developmental disabilities are defined as severe, chronic, and attributed to a mental or physical impairment that begins before a person turns 18 years old. This can include Down's Syndrome, autism, epilepsy, cerebral palsy, and mild to severe mental retardation. Some people with developmental disabilities are unable to work, rely on Supplemental Security Income, and live with family members. In addition to their specific housing needs, they are at increased risk of housing insecurity after an aging parent or family member is no longer able to care for them.[20]

[19] These disabilities are counted separately and are not mutually exclusive, as an individual may report more than one disability. These counts should not be summed.

[20] For more information or data on developmental disabilities in your jurisdiction, contact the Golden Gate Regional Center for Marin, San Francisco and San Mateo Counties; the North Bay Regional Center for Napa, Solano and Sonoma Counties; the Regional Center for the East Bay for Alameda and Contra Costa Counties; or the San Andreas Regional Center for Santa Clara County.

According to the California Department of Developmental Services, in Portola Valley, of the population with a developmental disability, children under the age of 18 make up 50.0%, while adults account for 50.0%.

TABLE 4: POPULATION WITH DEVELOPMENTAL DISABILITIES BY AGE

Age Group	Value
Age 18+	3
Age Under 18	3

Universe: Population with developmental disabilities
Notes: The California Department of Developmental Services is responsible for overseeing the coordination and delivery of services to more than 330,000 Californians with developmental disabilities including cerebral palsy, intellectual disability, Down syndrome, autism, epilepsy, and related conditions. The California Department of Developmental Services provides ZIP code level counts. To get jurisdiction-level estimates, ZIP code counts were crosswalked to jurisdictions using census block population counts from Census 2010 SF1 to determine the share of a ZIP code to assign to a given jurisdiction.
Source: California Department of Developmental Services, Consumer Count by California ZIP Code and Age Group (2020).
This table is included in the Data Packet Workbook as Table DISAB-04.

The most common living arrangement for individuals with disabilities in Portola Valley is the home of parent /family /guardian.

TABLE 5: POPULATION WITH DEVELOPMENTAL DISABILITIES BY RESIDENCE

Residence Type	Value
Home of Parent /Family /Guardian	3
Other	0
Foster /Family Home	0
Intermediate Care Facility	0
Community Care Facility	0
Independent /Supported Living	0

Universe: Population with developmental disabilities
Notes: The California Department of Developmental Services is responsible for overseeing the coordination and delivery of services to more than 330,000 Californians with developmental disabilities including cerebral palsy, intellectual disability, Down syndrome, autism, epilepsy, and related conditions. The California Department of Developmental Services provides ZIP code level counts. To get jurisdiction-level estimates, ZIP code counts were crosswalked to jurisdictions using census block population counts from Census 2010 SF1 to determine the share of a ZIP code to assign to a given jurisdiction.
Source: California Department of Developmental Services, Consumer Count by California ZIP Code and Residence Type (2020).
This table is included in the Data Packet Workbook as Table DISAB-05.

4.5 HOMELESSNESS

Homelessness remains an urgent challenge in many communities across the state, reflecting a range of social, economic, and psychological factors. Rising housing costs result in increased risks of community members experiencing homelessness. Far too many residents who have found themselves housing insecure have ended up unhoused or homeless in recent years, either temporarily or longer term. Addressing the specific housing needs for the unhoused population remains a priority throughout the region, particularly since homelessness is disproportionately

experienced by people of color, people with disabilities, those struggling with addiction and those dealing with traumatic life circumstances. In San Mateo County, the most common type of household experiencing homelessness is those without children in their care. Among households experiencing homelessness that do not have children, 75.5% are unsheltered. Of homeless households with children, most are sheltered in transitional housing (see Figure 40).

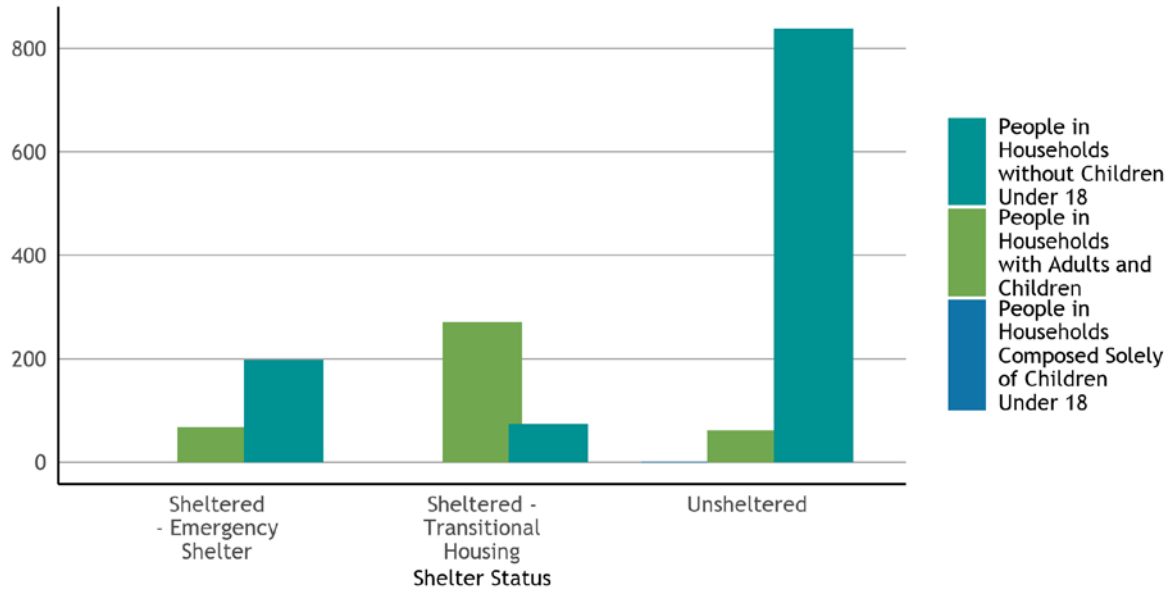

FIGURE 40: HOMELESSNESS BY HOUSEHOLD TYPE AND SHELTER STATUS, SAN MATEO COUNTY

Universe: Population experiencing homelessness
Notes: This data is based on Point-in-Time (PIT) information provided to HUD by CoCs in the application for CoC Homeless Assistance Programs. The PIT Count provides a count of sheltered and unsheltered homeless persons on a single night during the last ten days in January. Each Bay Area county is its own CoC, and so the data for this table is provided at the county-level. Per HCD's requirements, jurisdictions will need to supplement this county-level data with local estimates of people experiencing homelessness.
Source: U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC) Homeless Populations and Subpopulations Reports (2019).

People of color are more likely to experience poverty and financial instability because of federal and local housing policies that have historically excluded them from the same opportunities extended to white residents. Consequently, people of color are often disproportionately impacted by homelessness, particularly Black residents of the Bay Area. In San Mateo County, White (Hispanic and Non-Hispanic) residents represent the largest proportion of residents experiencing homelessness and account for 66.6% of the homeless population, while making up 50.6% of the overall population (see Figure 41).

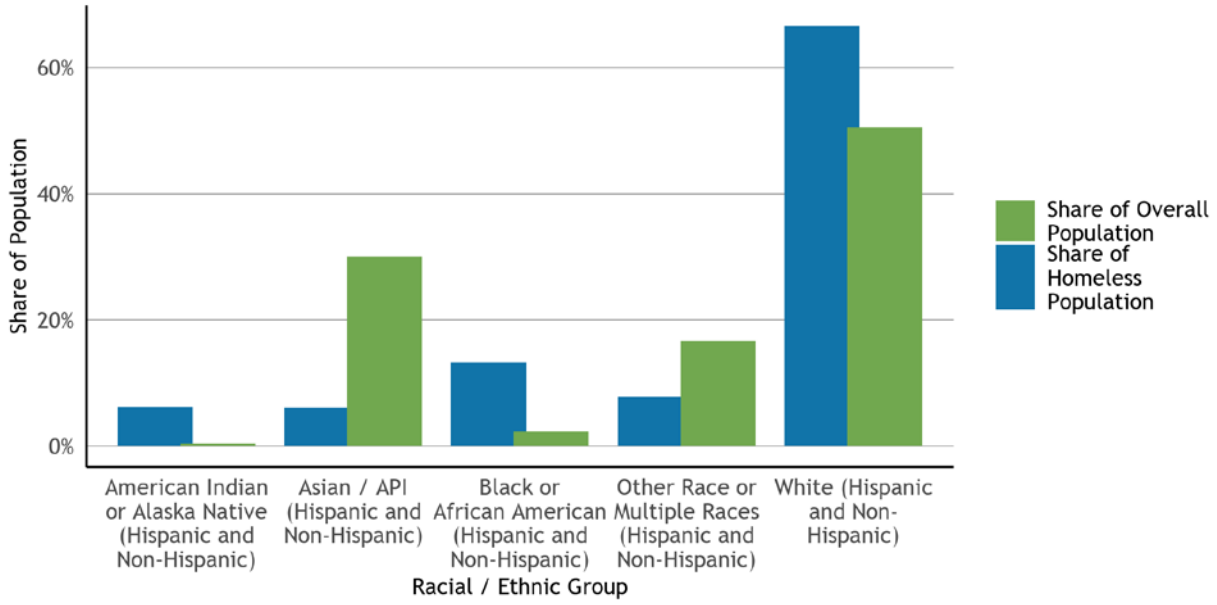

FIGURE 41: RACIAL GROUP SHARE OF GENERAL AND HOMELESS POPULATIONS, SAN MATEO COUNTY

Universe: Population experiencing homelessness
Notes: This data is based on Point-in-Time (PIT) information provided to HUD by CoCs in the application for CoC Homeless Assistance Programs. The PIT Count provides a count of sheltered and unsheltered homeless persons on a single night during the last ten days in January. Each Bay Area county is its own CoC, and so the data for this table is provided at the county-level. Per HCD's requirements, jurisdictions will need to supplement this county-level data with local estimates of people experiencing homelessness. HUD does not disaggregate racial demographic data by Hispanic/Latinx ethnicity for people experiencing homelessness. Instead, HUD reports data on Hispanic/Latinx ethnicity for people experiencing homelessness in a separate table. Accordingly, the racial group data listed here includes both Hispanic/Latinx and non-Hispanic/Latinx individuals.
Source: U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC) Homeless Populations and Subpopulations Reports (2019); U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B01001(A-I).

In San Mateo, Latinx residents represent 38.1% of the population experiencing homelessness, while Latinx residents comprise 24.7% of the general population (see Figure 42).

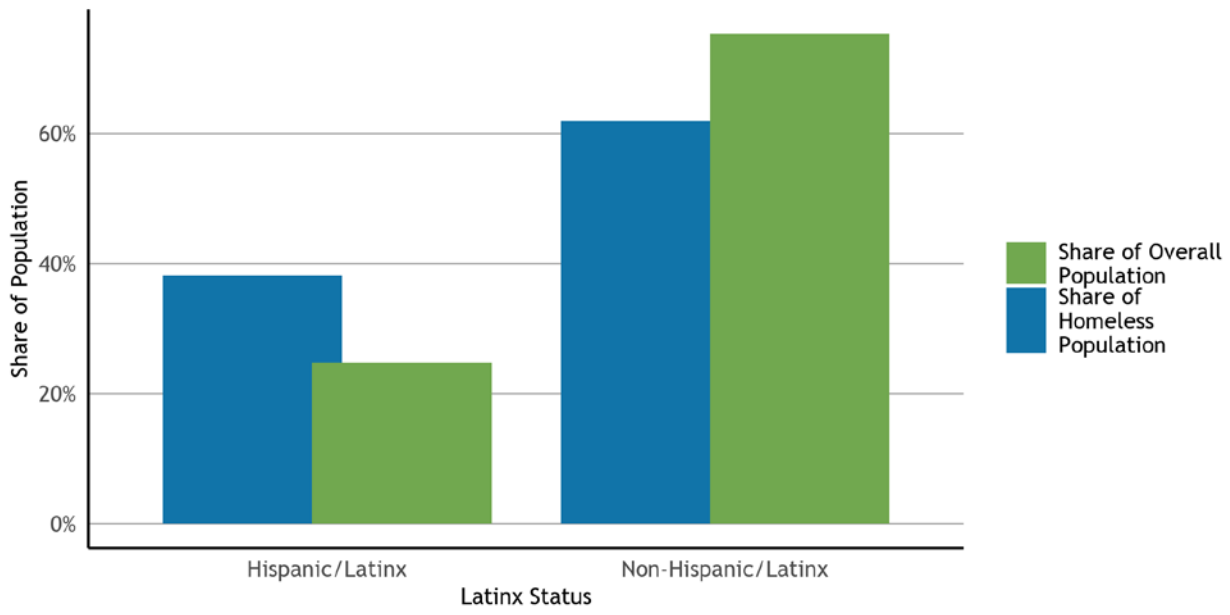

FIGURE 42: LATINX SHARE OF GENERAL AND HOMELESS POPULATIONS, SAN MATEO COUNTY

Universe: Population experiencing homelessness
Notes: This data is based on Point-in-Time (PIT) information provided to HUD by CoCs in the application for CoC Homeless Assistance Programs. The PIT Count provides a count of sheltered and unsheltered homeless persons on a single night during the last ten days in January. Each Bay Area county is its own CoC, and so the data for this table is provided at the county-level. Per HCD's requirements, jurisdictions will need to supplement this county-level data with local estimates of people experiencing homelessness. The data from HUD on Hispanic/Latinx ethnicity for individuals experiencing homelessness does not specify racial group identity. Accordingly, individuals in either ethnic group identity category (Hispanic/Latinx or non-Hispanic/Latinx) could be of any racial background.
Source: U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC) Homeless Populations and Subpopulations Reports (2019); U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B01001(A-I).

Many of those experiencing homelessness are dealing with severe issues – including mental illness, substance abuse and domestic violence – that are potentially life threatening and require additional assistance. In San Mateo County, homeless individuals are commonly challenged by severe mental illness, with 305 reporting this condition (see Figure 43). Of those, some 62.0% are unsheltered, further adding to the challenge of handling the issue.

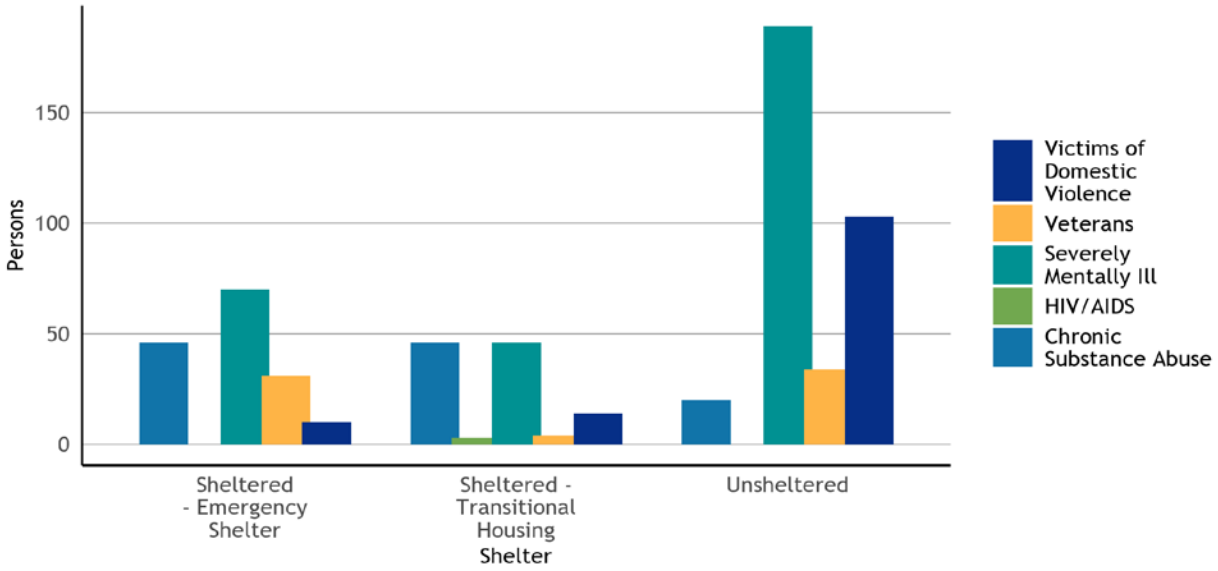

FIGURE 43: CHARACTERISTICS FOR THE POPULATION EXPERIENCING HOMELESSNESS, SAN MATEO COUNTY

Universe: Population experiencing homelessness
Notes: This data is based on Point-in-Time (PIT) information provided to HUD by CoCs in the application for CoC Homeless Assistance Programs. The PIT Count provides a count of sheltered and unsheltered homeless persons on a single night during the last ten days in January. Each Bay Area county is its own CoC, and so the data for this table is provided at the county-level. Per HCD's requirements, jurisdictions will need to supplement this county-level data with local estimates of people experiencing homelessness. These challenges/characteristics are counted separately and are not mutually exclusive, as an individual may report more than one challenge/characteristic. These counts should not be summed.
Source: U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC) Homeless Populations and Subpopulations Reports (2019).

San Mateo County conducted the latest point-in-time (PIT) Count on February 24, 2022. Volunteers were deployed to conduct an observational count of those experiencing unsheltered homelessness. San Mateo County conducted the unsheltered homeless survey through March 3, 2022. In both 2019 and 2022, Portola Valley had 0 homeless individuals according to the most recent PIT San Mateo County data (https://www.smcgov.org/hsa/2022-one-day-homeless-count) (see Table 6).

TABLE 6: UNSHELTERED HOMELESS COUNT BY SAN MATEO COUNTY JURISDICTION

City/Town	2011 Count	2013 Count	2015 Count	2017 Count	2019 Count	2022 Count
Atherton	1	0	1	0	1	**3**
Belmont	1	43	11	3	7	**13**
Brisbane	0	34	21	19	4	**6**
Burlingame	3	13	7	21	25	**10**
Colma	1	7	3	1	8	**1**
Daly City	44	27	32	17	66	**49**
East Palo Alto	385	119	95	98	107	**169**
Foster City	0	7	0	6	4	**4**
Half Moon Bay	41	114	84	43	54	**68**
Hillsborough	0	0	0	0	0	**0**
Menlo Park	72	16	27	47	27	**56**
Millbrae	1	21	8	7	9	**9**
Pacifica	95	150	63	112	116	**161**
Portola Valley	**16**	**2**	**0**	**1**	**0**	**0**
Redwood City	233	306	223	94	221	**245**
San Bruno	14	98	8	26	12	**63**
San Carlos	9	10	20	28	30	**14**
San Francisco International Airport	9	5	1	3	21	**14**
San Mateo	68	103	82	48	74	**60**
South San Francisco	122	173	55	33	42	**42**
Unincorporated	47	46	32	30	73	**105**
Woodside	0	6	2	0	0	**0**
Total	**1,162**	**1,299**	**775**	**637**	**901**	**1,092**

Note: Universe: Population experiencing homelessness.
Source: San Mateo County: Annual Point in Time Count Report.

In Portola Valley, there were no reported students experiencing homeless in the 2019-20 school year. By comparison, San Mateo County has seen a 37.5% decrease in the population of students experiencing homelessness since the 2016-17 school year, and the Bay Area population of students experiencing homelessness decreased by 8.5%. During the 2019-2020 school year, there were still some 13,718 students experiencing homelessness throughout the region, adding undue burdens on learning and thriving, with the potential for longer term negative effects.

TABLE 7: STUDENTS IN LOCAL PUBLIC SCHOOLS EXPERIENCING HOMELESSNESS

Academic Year	Portola Valley	San Mateo County	Bay Area
2016-17	0	1,910	14,990
2017-18	0	1,337	15,142
2018-19	0	1,934	15,427
2019-20	0	1,194	13,718

Universe: Total number of unduplicated primary and short-term enrollments within the academic year (July 1 to June 30), public schools
Notes: The California Department of Education considers students to be homeless if they are unsheltered, living in temporary shelters for people experiencing homelessness, living in hotels/motels, or temporarily doubled up and sharing the housing of other persons due to the loss of housing or economic hardship. The data used for this table was obtained at the school site level, matched to a file containing school locations, geocoded and assigned to jurisdiction, and finally summarized by geography.
Source: California Department of Education, California Longitudinal Pupil Achievement Data System (CALPADS), Cumulative Enrollment Data (Academic Years 2016-2017, 2017-2018, 2018-2019, 2019-2020).
This table is included in the Data Packet Workbook as Table HOMELS-05.

4.6 FARMWORKERS

Across the state, housing for farmworkers has been recognized as an important and unique concern. Farmworkers generally receive wages that are considerably lower than other jobs and may have temporary housing needs. Finding decent and affordable housing can be challenging, particularly in the current housing market.

In Portola Valley, there were no reported students of migrant workers in the 2019-20 school year. The trend for the region for the past few years has been a decline of 2.4% in the number of migrant worker students since the 2016-17 school year. The change at the county level is a 57.1% decrease in the number of migrant worker students since the 2016-17 school year.

TABLE 8: MIGRANT WORKER STUDENT POPULATION

Academic Year	Portola Valley	San Mateo County	Bay Area
2016-17	0	657	4,630
2017-18	0	418	4,607
2018-19	0	307	4,075
2019-20	0	282	3,976

Universe: Total number of unduplicated primary and short-term enrollments within the academic year (July 1 to June 30), public schools
Notes: The data used for this table was obtained at the school site level, matched to a file containing school locations, geocoded and assigned to jurisdiction, and finally summarized by geography.
Source: California Department of Education, California Longitudinal Pupil Achievement Data System (CALPADS), Cumulative Enrollment Data (Academic Years 2016-2017, 2017-2018, 2018-2019, 2019-2020)
This table is included in the Data Packet Workbook as Table FARM-01.

According to the U.S. Department of Agriculture Census of Farmworkers, the number of permanent farm workers in San Mateo County has decreased since 2002, totaling 978 in 2017, while the number of seasonal farm workers has decreased, totaling 343 in 2017 (see Figure 44).

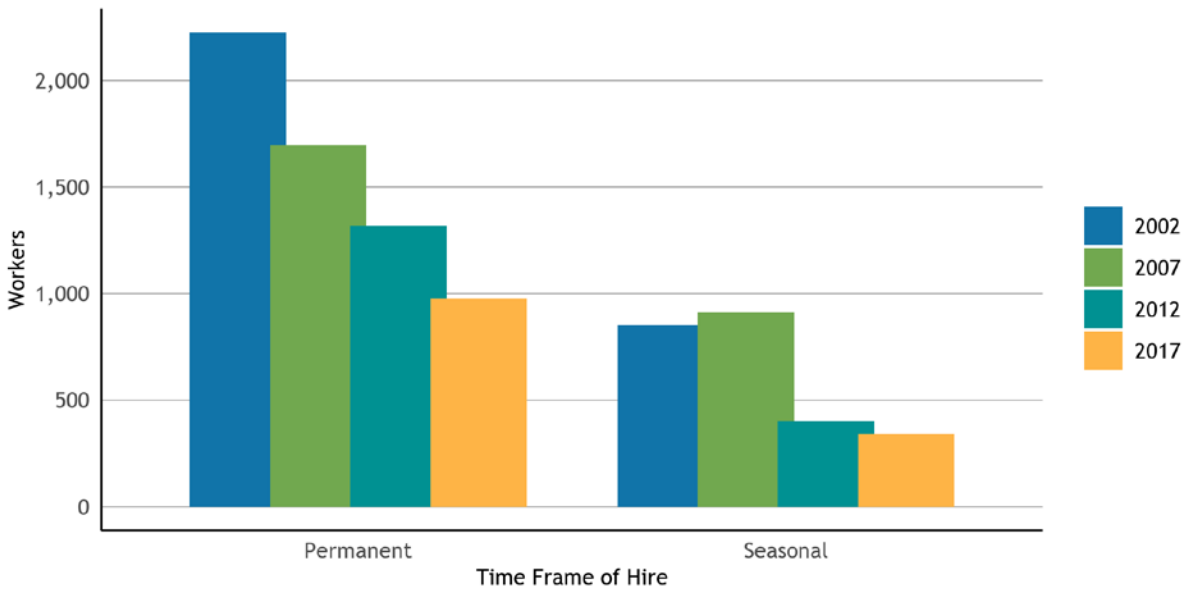

FIGURE 44: FARM OPERATIONS AND FARM LABOR BY COUNTY, SAN MATEO COUNTY

Universe: Hired farm workers (including direct hires and agricultural service workers who are often hired through labor contractors)
Notes: Farm workers are considered seasonal if they work on a farm less than 150 days in a year, while farm workers who work on a farm more than 150 days are considered to be permanent workers for that farm.
Source: U.S. Department of Agriculture, Census of Farmworkers (2002, 2007, 2012, 2017), Table 7: Hired Farm Labor.

4.7 NON-ENGLISH SPEAKERS

California has long been an immigration gateway to the United States, which means that many languages are spoken throughout the Bay Area. Since learning a new language is universally challenging, it is not uncommon for residents who have immigrated to the United States to have limited English proficiency. This limit can lead to additional disparities if there is a disruption in housing, such as an eviction, because residents might not be aware of their rights, or they might be wary to engage due to immigration status concerns. In Portola Valley, 1.8% of residents 5 years and older identify as speaking English not well or not at all, which is below the proportion for San Mateo County. Throughout the region the proportion of residents 5 years and older with limited English proficiency is 8%.

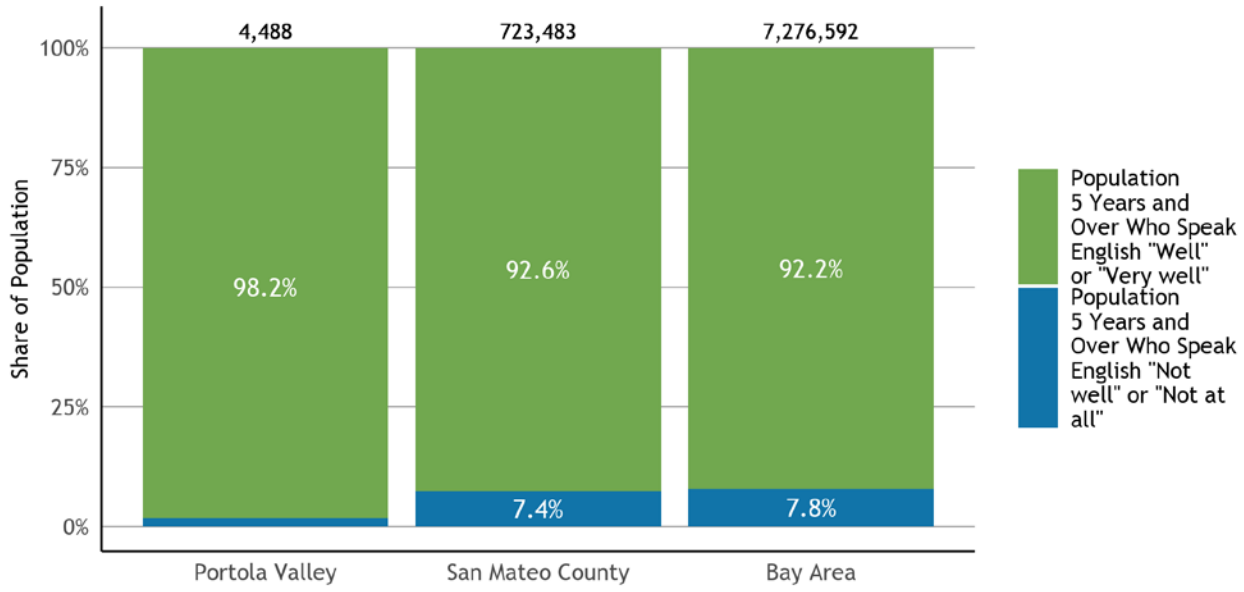

FIGURE 45: POPULATION WITH LIMITED ENGLISH PROFICIENCY

Universe: Population 5 years and over
Source: U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B16005.

APPENDIX C: PORTOLA VALLEY FAIR HOUSING ASSESSMENT

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1. REPORT CONTENT AND ORGANIZATION

This Fair Housing Assessment follows the April 2021 State of California State Guidance for AFFH. The study was conducted as part of the 21 Elements process, which facilitates the completion of Housing Elements for all San Mateo County jurisdictions.

Section 1. Introduction and Primary Findings

Section 2. Fair Housing Enforcement and Outreach Capacity reviews lawsuits/enforcement actions/complaints against the jurisdiction; compliance with state fair housing laws and regulations; and jurisdictional capacity to conduct fair housing outreach and education.

Section 3. Integration and Segregation identifies areas of concentrated segregation, degrees of segregation, and the groups that experience the highest levels of segregation, including racially or ethnically concentrated areas of poverty or affluence.

Section 4. Access to Opportunity examines differences in access to education, transportation, economic development, and healthy environments.

Section 5. Disproportionate Housing Needs identifies which groups have disproportionate housing needs including displacement risk.

Section 6. Contributing Factors identifies the primary factors contributing to fair housing challenges.

Section 7. Site Inventory Analysis analyzes the Sites Inventory to ensure sites for lower-income housing are located equitably with fair access to opportunities and resources.

Section 8. Policies and Programs provides the plan for taking meaningful actions to improve access to housing and economic opportunity.

2. INTRODUCTION AND PRIMARY FINDINGS

2.1 WHAT IS AFFH?

The State of California's 2018 Assembly Bill (AB 686) requires that all public agencies in the state affirmatively further fair housing (AFFH) beginning January 1, 2019. Public agencies receiving funding from the U.S. Department of Housing and Urban Development (HUD) are also required to demonstrate their commitment to AFFH. The federal obligation stems from the fair housing component of the federal Civil Rights Act mandating federal fund recipients to take "meaningful actions" to address segregation and related barriers to fair housing choice.

AB 686 requires all public agencies to "administer programs and activities relating to housing and community development in a manner that affirmatively furthers fair housing and take no action inconsistent with this obligation."[1]

AB 686 also makes changes to Housing Element Law to incorporate requirements to AFFH as part of the housing element and general plan to include an analysis of fair housing outreach and capacity, integration and segregation, access to opportunity, disparate housing needs, and current fair housing practices.

AFFIRMATIVELY FURTHERING FAIR HOUSING

"Affirmatively furthering fair housing" means taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws. The duty to affirmatively further fair housing extends to all of a public agency's activities and programs relating to housing and community development. (Gov. Code, § 8899.50, subd. (a)(1).)"

Source: California Department of Housing and Community Development Guidance, 2021, page 14.

[1] California Department of Housing and Community Development Guidance, 2021, page 9.

2.2 HISTORY OF SEGREGATION IN THE REGION

The United States' oldest cities have a history of mandating segregated living patterns—and Northern California cities are no exception. ABAG, in its recent Fair Housing Equity Assessment, attributes segregation in the Bay Area to historically discriminatory practices—highlighting redlining and discriminatory mortgage approvals—as well as "structural inequities" in society, and "self-segregation" (i.e., preferences to live near similar people).

Researcher Richard Rothstein's 2017 book *The Color of Law: A Forgotten History of How Our Government Segregated America* chronicles how the public sector contributed to the segregation that exists today. Rothstein highlights several significant developments in the Bay Area region that played a large role in where the region's non-White residents settled.

This history of segregation in the region is important not only to understand how residential settlement patterns came about—but, more importantly, to explain differences in housing opportunity among residents today. In sum, not all residents had the ability to build housing wealth or achieve economic opportunity. This historically unequal playing field in part determines why residents have different housing needs today.

Pre-civil rights San Mateo County faced resistance to racial integration, yet it was reportedly less direct than in some Northern California communities, taking the form of "blockbusting" and "steering" or intervention by public officials. These local discriminatory practices were exacerbated by actions of the Federal Housing Administration which excluded low-income neighborhoods, where the majority of people of color lived, from its mortgage loan program.

According to the San Mateo County Historical Association. San Mateo County's early African Americans worked in a variety of industries, from logging, to agriculture, to restaurants and entertainment. Expansion of jobs, particularly related to shipbuilding during and after World War II attracted many new residents into the Peninsula, including the first sizable migration of African Americans. Enforcement of racial covenants after the war forced the migration of the county's African Americans into neighborhoods where they were allowed to occupy housing—housing segregated into less desirable areas, next to highways, and concentrated in public housing and urban renewal developments.

The private sector contributed to segregation through activities that discouraged (blockbusting) or prohibited (restrictive covenants) integrated neighborhoods. "White only" covenants were common in homeownership developments in San Mateo County, as were large lot and exclusive zoning practices. A prominent developer who deeds that specified that only "members of the Caucasian or White race shall be permitted" to occupy sold homes—the exception being "domestics in the employ[ment] on the premises"[2] went on to develop many race-restricted neighborhoods in the Bay Area, became president of the National Association of Home Builders (NAHB), became national president of the Urban Land Institute (ULI), and was inducted into California's Homebuilding Foundation Hall of Fame.

[2] https://www.nytimes.com/2020/08/14/opinion/sunday/blm-residential-segregation.html

Residents of color were denied ownership in cases where prices had been raised through "blockbusting." The segregatory effect of blockbusting activities is well-documented in East Palo Alto. In 1954, after a White family in East Palo Alto sold their home to an African American family, the then-president of the California Real Estate Association set up an office in East Palo Alto to scare White families into selling their homes ("for fear of declining property values") to agents and speculators. These agents then sold these homes at over-inflated prices to African American buyers, some of whom had trouble making their payments. Within six years, East Palo Alto—initially established with "whites only" neighborhoods—became 82% African American. The FHA prevented re-integration by refusing to insure mortgages held by White buyers residing in East Palo Alto.

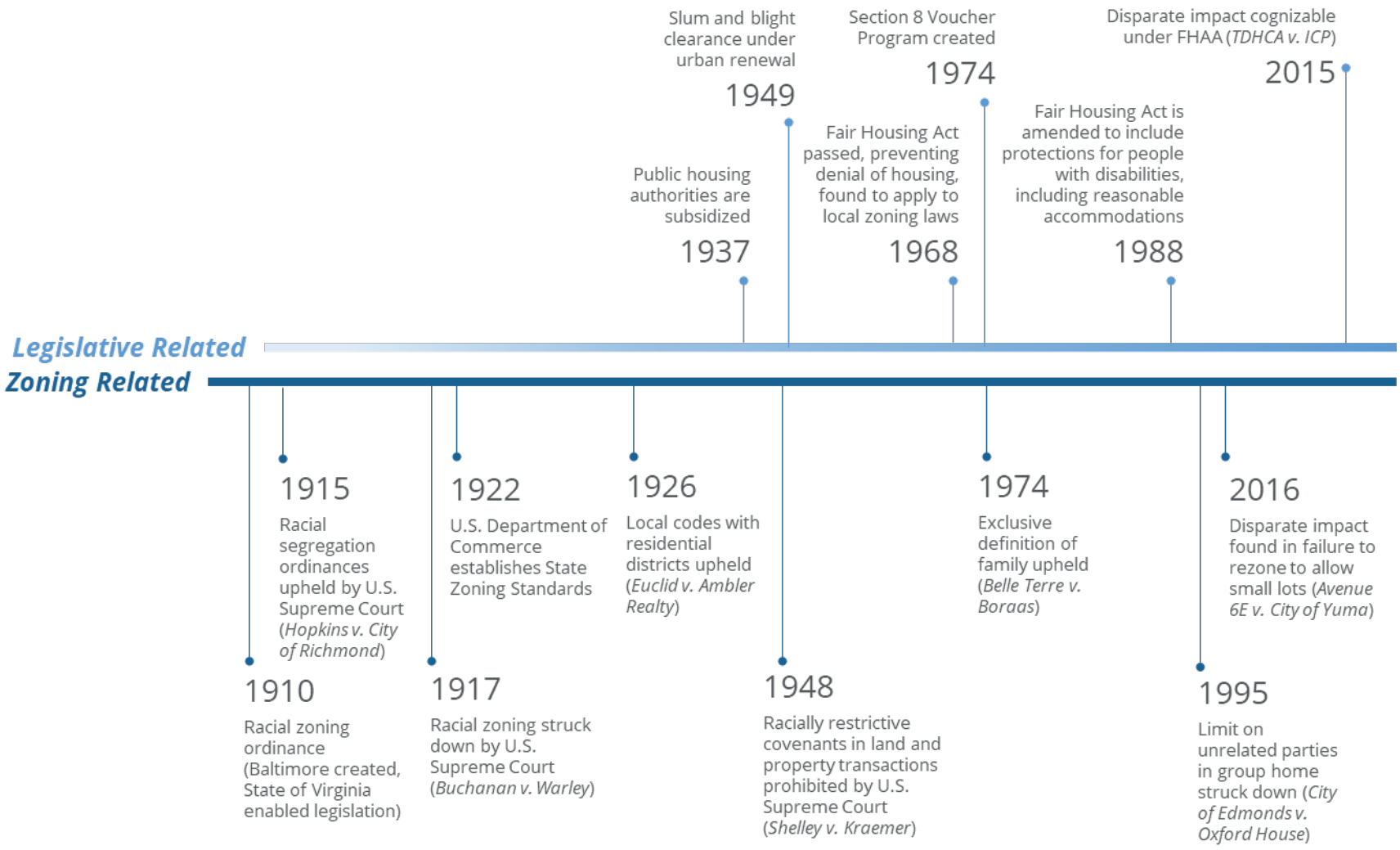
Throughout the county, neighborhood associations and city leaders attempted to thwart integration of communities. Although some neighborhood residents supported integration, most did not, and it was not unusual for neighborhood associations to require acceptance of all new buyers. Builders with intentions to develop for all types of buyers (regardless of race) found that their development sites were rezoned by planning councils, required very large minimum lot sizes, and\or were denied public infrastructure to support their developments or charged prohibitively high amounts for infrastructure.

The timeline of major federal Acts and court decisions related to fair housing choice and zoning and land use appears on the following page. As shown in the timeline, exclusive zoning practices were common in the early 1900s. Courts struck down only the most discriminatory and allowed those that would be considered today to have a "disparate impact" on classes protected by the Fair Housing Act. For example, the 1926 case *Village of Euclid v. Amber Realty Co. (272 U.S. 365)* supported the segregation of residential, business, and industrial uses, justifying separation by characterizing apartment buildings as "mere parasite(s)" with the potential to "utterly destroy" the character and desirability of neighborhoods. At that time, multi-family apartments were the only housing options for people of color, including immigrants.

The Federal Fair Housing Act was not enacted until nearly 60 years after the first racial zoning ordinances appeared in U.S. cities. This coincided with a shift away from federal control over low-income housing toward locally-tailored approaches (block grants) and market-oriented choice (Section 8 subsidies)—the latter of which is only effective when adequate affordable rental units are available.

2.2.1 History of Portola Valley

Portola Valley, California, sits in a peaceful valley astride the San Andreas Fault, one of the most dangerous earthquake faults in the world. Since incorporation in 1964, development has been slow and the town has kept a rural ambiance reminiscent of days gone by. The origins of the modern town of Portola Valley are in the logging Town of Searsville that stood along Sand Hill Road from the 1850s until 1891. It offered services for the men who came to cut the redwoods for the post gold rush building boom.



Major Public and Legal Actions that Influence Fair Access to Housing

At the dawn of the twentieth century, Andrew Hallidie (inventor of San Francisco's cable cars) lived on a large estate extending from Portola Road to the Skyline. He offered a portion of his Eagle Home Farm as a site for a school to replace the one at Searsville, and the small village of Portola developed around it near today's Episcopal church. The area became a place of small farms and large estates. Immigrants from Ireland, Portugal, Croatia, Italy, China, the Philippines, Chile, and Germany joined the Californios to raise strawberries, herd cattle and cut firewood. The large landowners came from San Francisco to escape the summer fog. A few were year-round residents.

Extensive residential development did not begin until after World War II, and by the early 1960s, many residents had become alarmed by increasing pressures for housing and business expansion. Therefore, in 1964, they voted to incorporate to have local control over development. The goals were to preserve the beauty of the land, to foster low-density housing, to keep government costs low by having a cadre of volunteers, and to limit services to those necessary for residents.

2.2.2 Past Affordable Housing Development Attempts

Currently, the only multi-family housing that serves lower income residents is at the Priory School. The Town does not have any multi-family zoning, and several attempts at developing affordable housing in the town have failed. This section describes four attempts to develop affordable housing in Portola Valley that ultimately were abandoned by Town Council due to various levels of community concerns.

Nathhorst Development

In 2003, an affordable housing development proposed of smaller condo units was approved by the Town Council, as well as a zoning change to permit 5.3 houses per acre. However, the Town held a referendum to defeat it. The Town had an earlier affordable housing plan that was rejected by voters. In 2003, the council rezoned 3.6 acres near the corner of Alpine and Portola roads for 15 to 20 small homes. Residents concerned about higher housing densities and their presumed effects on property values put a referendum on the ballot, and a narrow majority overturned the zoning decision.

Blue Oaks

To comply with the Town's inclusionary housing ordinance adopted in 1991, the Blue Oaks developer made several efforts to build eight moderate income housing units in Blue Oaks subdivision. In 1999, unsuccessful in their efforts to build the affordable housing, the developer conveyed the lots at Blue Oaks set aside for the moderate-income units to the Town. After extensive conversations with five affordable housing partners as well as consideration of alternative locations within the Blue Oaks subdivision, the Town determined that the development of eight moderate income housing units was not economically feasible on the Blue Oaks land. There was a negative reaction from the Blue Oaks residents about the implementation of the affordable units. For example, property owners said that potential future residents of the affordable units would not be allowed to use the Homeowners Association's (HOAs) pool. It was therefore determined that the Town should investigate alternative options that would result in the construction of affordable units.

In 2009, the Town adopted an update to the Housing Element of the Town's General Plan which included an option of selling the Town's land in Blue Oaks so that the Town could pursue affordable housing at another site. The Town's Blue Oaks lots (3 and 5 Buck Meadow Drive) were listed for sale in September 2012. The Town sold one to the Blue Oaks HOA (now permanent open space) and the other one was sold for market rate development. The sales generated $2,790,096 which was deposited to the Town's Inclusionary Housing Fund to go toward purchasing what would become the Windmill property. Eventually, the $100,000 deposit for the purchase of 900 Portola Road was returned to the Town following the expiration of the purchase and sale agreement for the site. There were some suggestions to locate the affordable units on property in Los Trancos, but that idea was not pursued.

Windmill School Property

In June 2012, the Town announced its intent to purchase 900 Portola Road as a potential site for construction of the Housing Element required moderate income housing units. The site was the former location of Al's Nursery, which had environmental contamination issues. To fund the purchase of 900 Portola Road for such housing, the Town would use proceeds from the sale of the Blue Oaks lots. A full Town Council meeting included opponents of the housing plan and advocates for Windmill School, a private preschool that had been considering the site for a permanent home. A notice from the County of San Mateo regarding progress on the hazardous material cleanup had raised concerns. In addition, Town residents were very concerned to lose the school, citing personal memories from their children attending the school. Others felt Windmill School's proposed relocation to 990 Portola Road would enable the school to offer more of the programs families desired. Opponents spoke during the oral communications period at the start of the meeting. Speakers for the school and against the housing were well represented. There were not comments in favor of the affordable housing project. Since the matter was not on the formal agenda, the Council could not comment. The site was not pursued for affordable housing and Windmill School eventually gained approval for the preschool to move to the site.

After the Town's sale of the lots at Blue Oaks and attempt to purchase 900 Portola Road for affordable housing, several residents became aware of and interested in addressing the challenge of affordable housing in the community. The Town Council, therefore, established the Affordable Housing Ad-Hoc Committee to focus on addressing some of the challenges associated with affordable housing in town.

2.2.3 PRIMARY FINDINGS

This section summarizes the primary findings from the Fair Housing Assessment for Portola Valley including the following sections: fair housing enforcement and outreach capacity, integration and segregation, access to opportunity, disparate housing needs, and contributing factors and the Town's fair housing action plan.

- **No fair housing complaints were filed** in Portola Valley from 2017 to 2021. Even so, the Town of Portola Valley **could improve the accessibility of fair housing information** on their website and resources for residents experiencing housing discrimination. The Town does include information

on fair housing but it is located under a "State Housing Element Requirement" heading page.[3] As part of this Update, a new program proposes elevating fair housing information to the "Housing in Portola Valley" page and identifying it as a resources for residents to understand and report housing discrimination.

- Compared to the county overall, **Portola Valley has limited racial and ethnic diversity:** Countywide, racial/ethnic minorities account for 61% of the overall population; however, they only account for 18% in Portola Valley.
- **Economic diversity is also limited:** 73% of households in Portola earn more than 100% AMI compared to 49% in the county overall. All census block groups in the town have median incomes above $125,000 and poverty is low throughout Portola Valley.
- Countywide, racial and ethnic minority populations are **disproportionately impacted by poverty, low household incomes, cost burden, overcrowding, and homelessness** compared to the non-Hispanic White population. Additionally, racial and ethnic minorities are more likely **to live in moderate resources areas and be denied for a home mortgage loan.**
- Similar disparities are *not* evident in the Town of Portola Valley, however, in part due to the limited racial/ethnic and economic diversity noted above. In the regional context, Portola Valley represents **a high opportunity area with relatively low accessibility to low- and moderate-income households**, which are more likely to be racial/ethnic minorities.
- Portola Valley is entirely contained within a single census tract—the standard geographic measure for "neighborhoods" in U.S. Census data products. As such, the town does not contain any racial/ethnic concentrations, poverty concentrations, nor concentrations of housing problems.
- The composite opportunity score for Portola Valley shows the town to be a "highest resource area" and the Social Vulnerability Index (SVI) provided by the Centers for Disease Control and Prevention (CDC) ranks the town as "low vulnerability to a disaster (based on four themes of socioeconomic status, household composition, race or ethnicity, and housing and transportation).
- Portola Valley has a **slight concentration of residents with a disability with 10% of the population compared to 8% in the county.** Even so, unemployment among residents living with a disability (3%) in Portola Valley is the same those without a disability (3%) and similar to the county overall.
- Disparities by race and ethnicity are prevalent for home mortgage applications, particularly in denial rates. **Hispanic (29% denial rate) and Asian households (19%) had the highest denial rates for mortgage loan** applications in 2018 and 2019. Conversely, non-Hispanic White (15%) and households of unknown race/ethnicity (11%) have the lowest denial rates during the same time.

[3] https://www.portolavalley.net

3. FAIR HOUSING ENFORCEMENT AND OUTREACH CAPACITY

This section discusses fair housing legal cases and inquiries, fair housing protections and enforcement, and outreach capacity.

Fair housing legal cases and inquiries. California fair housing law extends beyond the protections in the Federal Fair Housing Act (FHA). In addition to the FHA protected classes—race, color, ancestry/national origin, religion, disability, sex, and familial status—**California law offers protections for age, sexual orientation, gender identity or expression, genetic information, marital status, military or veteran status, and source of income** (including federal housing assistance vouchers).

The California Department of Fair Employment in Housing (DFEH) was established in 1980 and is now the **largest civil rights agency in the United States.** According to their website, the DFEH's mission is, "to protect the people of California from unlawful discrimination in employment, housing and public accommodations (businesses) and from hate violence and human trafficking in accordance with the Fair Employment and Housing Act (FEHA), Unruh Civil Rights Act, Disabled Persons Act, and Ralph Civil Rights Act."[4]

DFEH receives, evaluates, and investigates fair housing complaints. DFEH plays a particularly significant role in investigating fair housing complaints against protected classes that are not included in federal legislation and therefore not investigated by HUD. DFEH's website provides detailed instructions for filing a complaint, the complaint process, appealing a decision, and other frequently asked questions.[5] Fair housing complaints can also be submitted to HUD for investigation.

Additionally, San Mateo County has a number of **local enforcement organizations** including Project Sentinel, the Legal Aid Society of San Mateo County, and Community Legal Services of East Palo Alto. These organizations receive funding from the County and participating jurisdictions to support fair housing enforcement and outreach and education in the County.

From 2017 to 2021, **57 fair housing complaints in San Mateo County were filed with the U.S. Department of Housing and Urban Development (HUD) though none were in the Town of Portola Valley.** Countywide, most complaints cited disability status as the bias (56%) followed by race (19%), and familial status (14%). No cause determination was found in 27 complaints followed by successful conciliation or settlement with 22 complaints. Fair housing inquiries in 2020 were primarily submitted to HCD from the City of San Mateo, Redwood City, Daly City, and Menlo Park.

[4] https://www.dfeh.ca.gov/aboutdfeh/
[5] https://www.dfeh.ca.gov/complaintprocess/

Name	Service Area	Address	Phone	Website
Project Sentinel	Northern California	1490 El Camino Real, Santa Clara, CA 95050	(800) 339-6043	https://www.housing.org/
Legal Aid Society of San Mateo County	San Mateo County	330 Twin Dolphin Drive, Suite 123, Redwood City, CA 94065	(650) 558-0915	https://www.legalaidsmc.org/housing-resources
Community Legal Services of East Palo Alto	East Palo Alto, Menlo Park, Burlingame, Mountain View, Redwood City, and San Francisco	1861 Bay Road, East Palo Alto, CA 94303	(650)-326-6440	https://clsepa.org/services/#housing

FIGURE 1: FAIR HOUSING ASSISTANCE ORGANIZATIONS, SAN MATEO COUNTY

Source: Organization Websites

	2017	2018	2019	2020	2021	2017-2021 Total	
						Cases	% of Total
Disability	8	9	3	9	3	32	56%
Race	3	5	2	1		11	19%
Familial Status	4	3			1	8	14%
National Origin	2				1	3	5%
Religion		1		1		2	4%
Sex					1	1	2%
Total cases	17	18	5	11	6	57	100%

FIGURE 2. FAIR HOUSING COMPLAINTS FILED WITH HUD BY BASIS, SAN MATEO COUNTY, 2017-2021

Source: HUD.

Fair Housing Complaints and Inquiries

Fair Housing Complaints, by Basis, San Mateo County, 2017-2021

	Number	Percent
Disability	32	56%
Race	11	19%
Familial Status	8	14%
National Origin	3	5%
Religion	2	4%
Sex	1	2%
Total cases	**57**	**100%**

HCD Fair Housing Inquiries (2013- 2021) and HUD Fair Housing Complaints (2017- 2021)

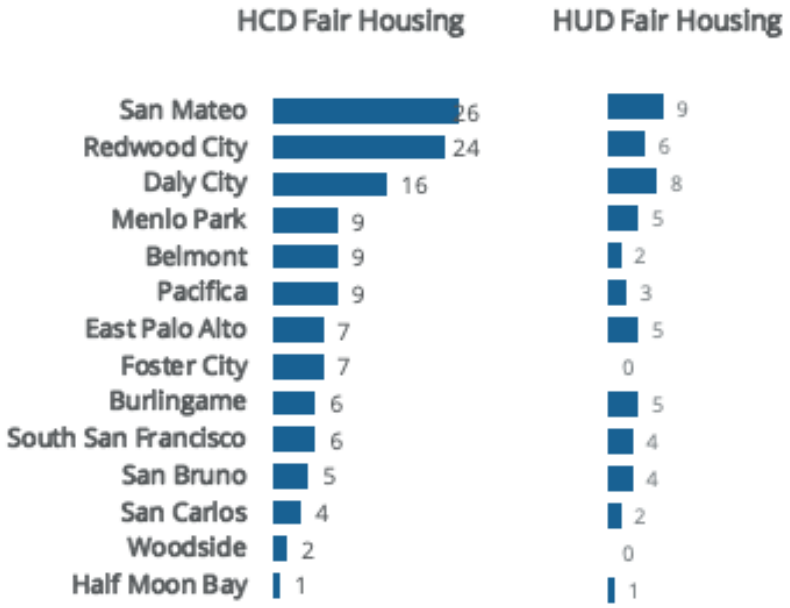


FIGURE 3: FAIR HOUSING ENFORCEMENT SUMMARY

Note: No fair housing inquiries were reported in Portola Valley.
Source: HUD, California Department of Housing and Community Development AFFH Data Viewer

Fair housing complaints filed with HUD by San Mateo County residents have been on a declining trend since 2018, when 18 complaints were filed. In 2019, complaints dropped to 5, increased to 11 in 2020, and had reached 6 by mid-2021.

Nationally, the National Fair Housing Alliance (NFHA) reported a "negligible" decrease in the number of complaints filed between 2019 and 2020. The primary bases for complaints nationally were nearly identical to San Mateo County's: disability (55%) and race (17%). Familial status represented 8% of complaints nationally, whereas this basis comprised 14% of cases in the county.

NFHA identifies three significant trends in 2020 that are relevant for San Mateo County:

- First, fair lending cases referred to the Department of Justice from federal banking regulators has been declining, indicating that state and local government entities may want to play a larger role in examining fair lending barriers to homeownership.
- Second, NFHA identified a significant increase in the number of complaints of harassment—1,071 complaints in 2020 compared to 761 in 2019.
- Finally, NFHA found that 73% of all fair housing complaints in 2020 were processed by private fair housing organizations, rather than state, local, and federal government agencies—reinforcing the need for local, active fair housing organizations and increased funding for such organizations.[6]

Outreach and capacity. The Town of Portola Valley could improve the accessibility of fair housing information on their website and resources for residents experiencing housing discrimination. The Town does include information on fair housing but it is located under a "State Housing Element Requirement" heading page.[7] One proposed policy as part of this Update is to elevate fair housing information to the "Housing in Portola Valley" page and identifying it as a resources for residents to understand and report housing discrimination.

3.1 COMPLIANCE WITH STATE LAW

Portola Valley is compliant with the follow state laws that promote fair and affordable housing. The Town has not been alleged or found in violation of the following: Housing Accountability Act (Gov. Code. Section 65589.5) requiring adoption of a Housing Element and compliance with RHNA allocations;

- No Net Loss Law (Gov. Code Section 65863) requiring that adequate sites be maintained to accommodate unmet RHNA allocations;
- Least Cost Zoning Law (Gov. Code. Section 65913.1);
- Excessive Subdivision Standards Law (Gov. Code. Section 65913.2);
- Limits on Growth Controls Law (Gov. Code. Section 65589.5).

Housing specific policies enacted locally. The Town of Portola Valley identified the following local policies that contribute to the regulatory environment for affordable housing development in the city.

[6] https://nationalfairhousing.org/2021/07/29/annual-fair-housing-report-shows-increase-in-housing-harassment/
7 https://www.portolavalley.net

Local policies in place to encourage housing development.

- Density Bonus Ordinances
- Reduced Fees or Waivers
- In-Lieu Fees (Inclusionary Zoning)
- Home sharing programs
- ADU Ordinance

Local barriers to affordable housing development.

- Lack of zoning for a variety of housing types beyond single-family detached homes
- Lack of land zoned for multi-family development
- Height limits
- Extensive time period/requirements to develop properties
- No local ordinances or procedures to address reasonable accommodations for persons with disabilities
- No policies to mitigate displacement of low income households

Local policies in place to mitigate or prevent displacement of low-income households.

- **Inclusionary zoning**
- **Fair housing legal services**

Local policies that are NOT in place but have potential Council interest for further exploration.

- **Dedicating surplus land for affordable housing**
- **Establish multi-family zoning districts**
- **Promoting streamlined processing of ADUs**

According to the California Department of Housing and Community Development AFFH Data Viewer (HCD data viewer), Portola Valley does not have any public housing buildings (see Figure 4). Most of the public housing buildings in the surrounding region are in San Francisco and the East Bay. As illustrated in Figure 5, data are not available on the use of housing choice vouchers in Portola Valley.

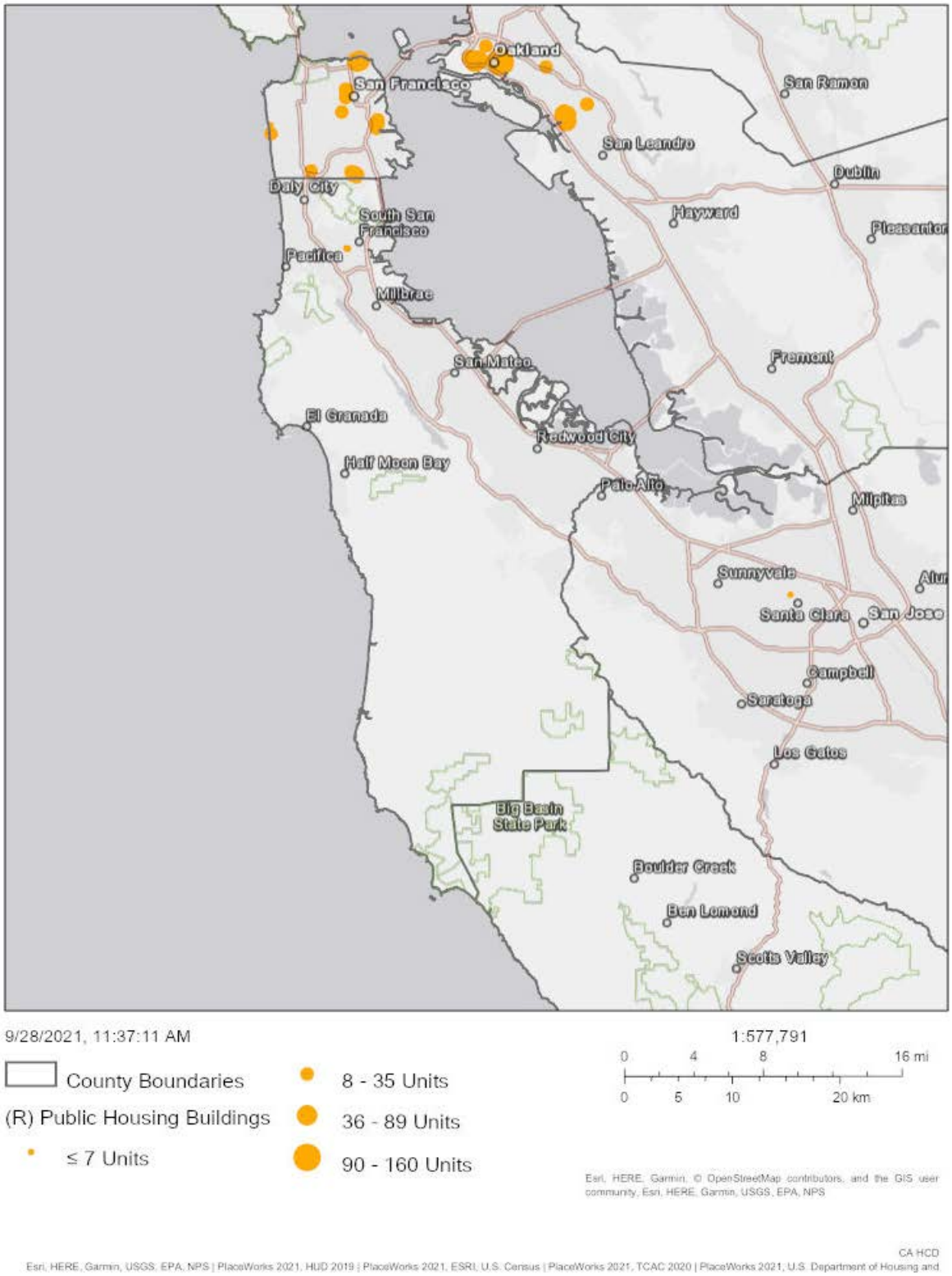


FIGURE 4: PUBLIC HOUSING BUILDINGS, SAN MATEO COUNTY

Source: California Department of Housing and Community Development AFFH Data Viewer

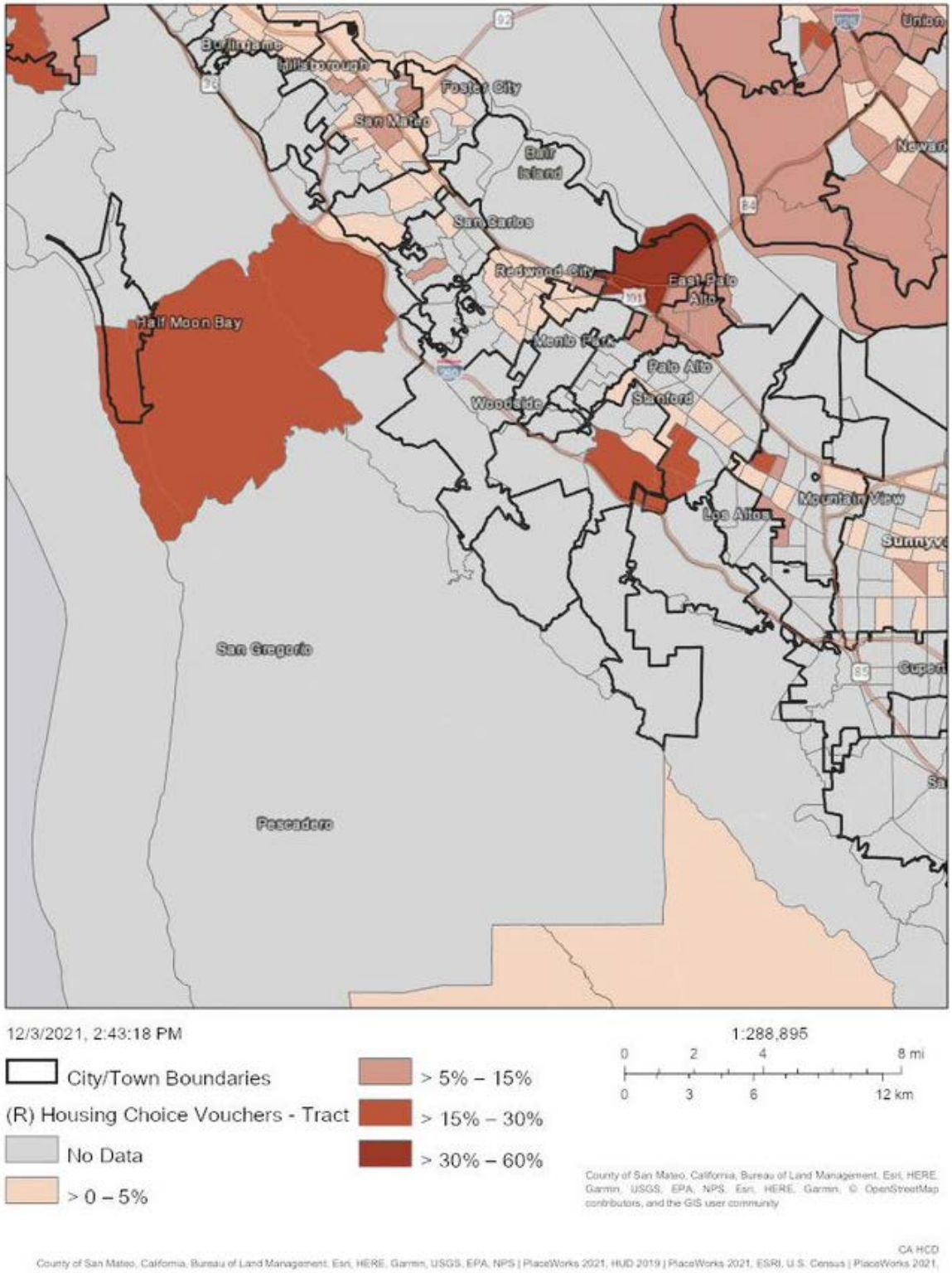


FIGURE 5: HOUSING CHOICE VOUCHERS BY CENSUS TRACT

Source: California Department of Housing and Community Development AFFH Data Viewer

4. INTEGRATION AND SEGREGATION

This section begins with background information and then analyzes racial segregation first at the neighborhood level within Portola Valley and then at a larger scale to compare regional trends in San Mateo County and Bay Area region to Portola Valley. It then examines income segregation at the neighborhood level and then regional level. The section closes out with the geographic distribution of persons with special housing needs, including persons with disabilities, familial status (large families,

DEFINITION OF TERMS – GEOGRAPHIES

Neighborhood: In this report, "neighborhoods" are approximated by block groups.[1] Block groups are statistical geographic units defined by the U.S. Census Bureau for the purposes of disseminating data. In the Bay Area, block groups contain on average 1,500 residents.

Jurisdiction: Jurisdiction is used to refer to the 109 cities, towns, and unincorporated county areas that are members of ABAG. Though not all ABAG jurisdictions are cities, this report also uses the term "city" interchangeably with "jurisdiction" in some places.

Region: The region is the nine-county San Francisco Bay Area, which is comprised of Alameda County, Contra Costa County, Marin County, Napa County, San Francisco County, San Mateo County, Santa Clara County, Solano County, and Sonoma County.

Definition of Terms - Racial/Ethnic Groups

The U.S. Census Bureau classifies racial groups (e.g., white or Black/African American) separately from Hispanic/Latino ethnicity.[2] This report combines U.S. Census Bureau definitions for race and ethnicity into the following racial groups:

White: Non-Hispanic white

Latinx: Hispanic or Latino of any race[3]

Black: Non-Hispanic Black/African American

Asian/Pacific Islander: Non-Hispanic Asian or Non-Hispanic Pacific Islander

People of Color: All who are not non-Hispanic white (including people who identify as "some other race" or "two or more races")[4]

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[1] Census block groups are subdivisions of census tracts. Nearly all Bay Area jurisdictions contain at least two census tracts, with larger jurisdictions containing dozens of tracts. However, five Bay Area jurisdictions contain only one census tract: Brisbane, Calistoga, Portola Valley, Rio Vista, and Yountville. For the 104 jurisdictions with two or more census tracts, segregation measures are calculated by comparing the demographics of a jurisdiction's census tracts to the jurisdiction's demographics. Census tract data has greater reliability than block group data and is generally preferable to use for calculations. However, as census tract-based calculations cannot be made for the five jurisdictions with only one census tract, block group data is used for the segregation measures presented in this report. Accordingly, the segregation measures in this report are calculated by comparing the demographics of this jurisdiction's block groups to the demographics of the jurisdiction as a whole.

[2] More information about the Census Bureau's definitions of racial groups is available here: https://www.census.gov/topics/population/race/about.html.

[3] The term Hispanic has historically been used to describe people from numerous Central American, South American, and Caribbean countries. In recent years, the term Latino or Latinx has become preferred. This report generally uses Latinx to refer to this racial/ethnic group.

[4] Given the uncertainty in the data for population size estimates for racial and ethnic groups not included in the Latinx, Black, or Asian/Pacific Islander categories, this report only analyzes these racial groups in the aggregate People of Color category.

female-headed no-spouse/no-partners households), and households using Housing Choice Vouchers (HCVs).

The majority of the information in this section is provided by the Association of Bay Area Governments (ABAG) in collaboration with UC Merced. Therefore, parenthetical references are used in the same manner as they were quoted in the report they were pulled from, as opposed to footnotes.

4.1 DEFINING SEGREGATION

Segregation is the separation of different demographic groups into different geographic locations or communities, meaning that groups are unevenly distributed across geographic space.

INTEGRATION AND SEGREGATION

"Integration generally means a condition in which there is not a high concentration of persons of a particular race, color, religion, sex, familial status, national origin, or having a disability or a particular type of disability when compared to a broader geographic area.

Segregation generally means a condition in which there is a high concentration of persons of a particular race, color, religion, sex, familial status, national origin, or having a disability or a type of disability in a particular geographic area when compared to a broader geographic area."

Source: California Department of Housing and Community Development Guidance, 2021, page 31.

This report examines two spatial forms of segregation: neighborhood level segregation *within* a local jurisdiction and city level segregation *between* jurisdictions in the Bay Area.

SEGREGATION FORMS

Neighborhood level segregation (*within* a jurisdiction, or *intra-city*): Segregation of race and income groups can occur from neighborhood to neighborhood *within* a city. For example, if a local jurisdiction has a population that is 20% Latinx, but some neighborhoods are 80% Latinx while others have nearly no Latinx residents, that jurisdiction would have segregated neighborhoods.

City level segregation (*between* jurisdictions in a region, or *inter-city*): Race and income divides also occur *between* jurisdictions in a region. A region could be very diverse with equal numbers of white, Asian, Black, and Latinx residents, but the region could also be highly segregated with each city comprised solely of one racial group.

Source: California Department of Housing and Community Development Guidance, 2021, page 31.

There are many factors that have contributed to the generation and maintenance of segregation. Historically, racial segregation stemmed from explicit discrimination against people of color, such as restrictive covenants, redlining, and discrimination in mortgage lending. This history includes many overtly discriminatory policies made by federal, state, and local governments (Rothstein 2017). Segregation patterns are also affected by policies that appear race-neutral, such as land use decisions and the regulation of housing development.

Segregation has resulted in vastly unequal access to public goods such as quality schools, neighborhood services and amenities, parks and playgrounds, clean air and water, and public safety (Trounstine 2015). This generational lack of access for many communities, particularly people of color

and lower income residents, has often resulted in poor life outcomes, including lower educational attainment, higher morbidity rates, and higher mortality rates (Chetty and Hendren 2018, Ananat 2011, Burch 2014, Cutler and Glaeser 1997, Sampson 2012, Sharkey 2013).

4.2 SEGREGATION PATTERNS IN THE BAY AREA

Across the San Francisco Bay Area, white residents and above moderate-income residents are significantly more segregated from other racial and income groups (see Appendix 2). The highest levels of racial segregation occur between the Black and white populations. The analysis completed for this report indicates that the amount of racial segregation both *within* Bay Area cities and *across* jurisdictions in the region has decreased since the year 2000. This finding is consistent with recent research from the Othering and Belonging Institute at UC Berkeley, which concluded that "[a]lthough 7 of the 9 Bay Area counties were more segregated in 2020 than they were in either 1980 or 1990, racial residential segregation in the region appears to have peaked around the year 2000 and has generally declined since."[8] However, compared to cities in other parts of California, Bay Area jurisdictions have more neighborhood level segregation between residents from different racial groups. Additionally, there is also more racial segregation *between* Bay Area cities compared to other regions in the state.

4.3 SEGREGATION AND LAND USE

It is difficult to address segregation patterns without an analysis of both historical and existing land use policies that impact segregation patterns. Land use regulations influence what kind of housing is built in a city or neighborhood (Lens and Monkkonen 2016, Pendall 2000). These land use regulations in turn impact demographics: they can be used to affect the number of houses in a community, the number of people who live in the community, the wealth of the people who live in the community, and where within the community they reside (Trounstine 2018). Given disparities in wealth by race and ethnicity, the ability to afford housing in different neighborhoods, as influenced by land use regulations, is highly differentiated across racial and ethnic groups (Bayer, McMillan, and Reuben 2004).[9] ABAG/MTC plans to issue a separate report detailing the existing land use policies that influence segregation patterns in the Bay Area.

4.3.1 RACIAL SEGREGATION IN PORTOLA VALLEY

Compared to the county overall, **Portola Valley has limited racial and ethnic diversity:** Countywide, racial/ethnic minorities account for 61% of the overall population; however, they only account for 18% in Portola Valley. Eighty-two percent of the population identifies as non-Hispanic White, 7% identifies as Hispanic, another 7% identifies as Asian, and 4% identifies as other or multiple races.[10] **Older**

[8] For more information, see https://belonging.berkeley.edu/most-segregated-cities-bay-area-2020.

[9] Using a household-weighted median of Bay Area county median household incomes, regional values were $61,050 for Black residents, $122,174 for Asian/Pacific Islander residents, $121,794 for white residents, and $76,306 for Latinx residents. For the source data, see U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B19013B, Table B19013D, B19013H, and B19013I.

[10] The share of the population that identifies as African American or American Indian or Alaska Native is less than 1%.

residents are even less diverse with 93% of the population older than 65 years identifying as White compared to 80% of the population for children less than 18 years old.

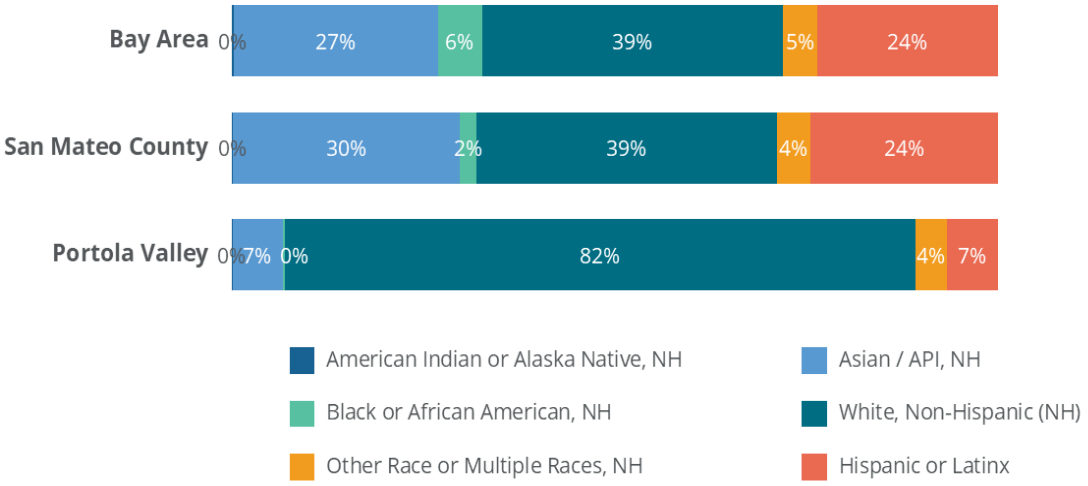


FIGURE 6: POPULATION BY RACE AND ETHNICITY, 2019

Source: ABAG Housing Needs Data Workbook

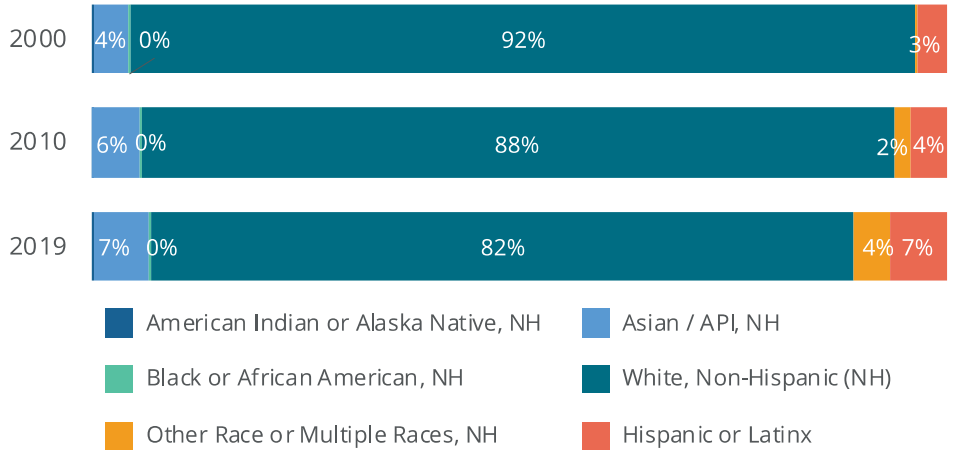


FIGURE 7: POPULATION BY RACE AND ETHNICITY, PORTOLA VALLEY, 2000-2019

Source: ABAG Housing Needs Data Workbook

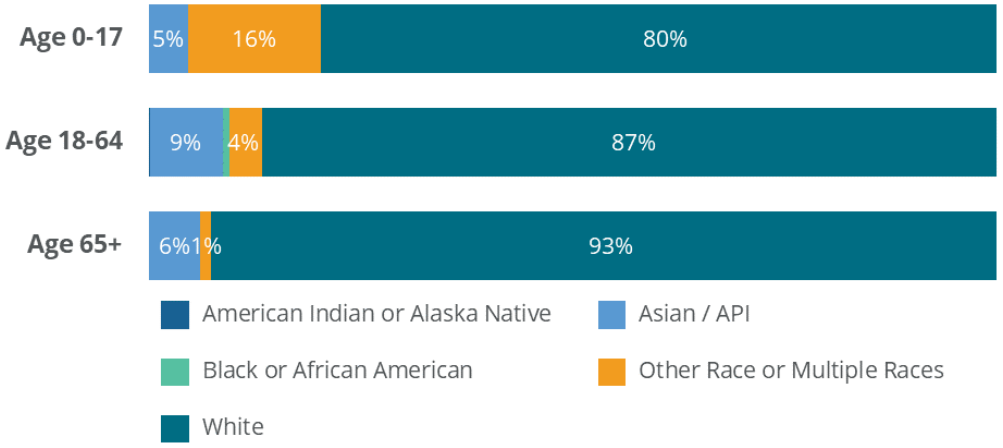


FIGURE 8: SENIOR AND YOUTH POPULATION BY RACE, PORTOLA VALLEY, 2000-2019

Source: ABAG Housing Needs Data Workbook

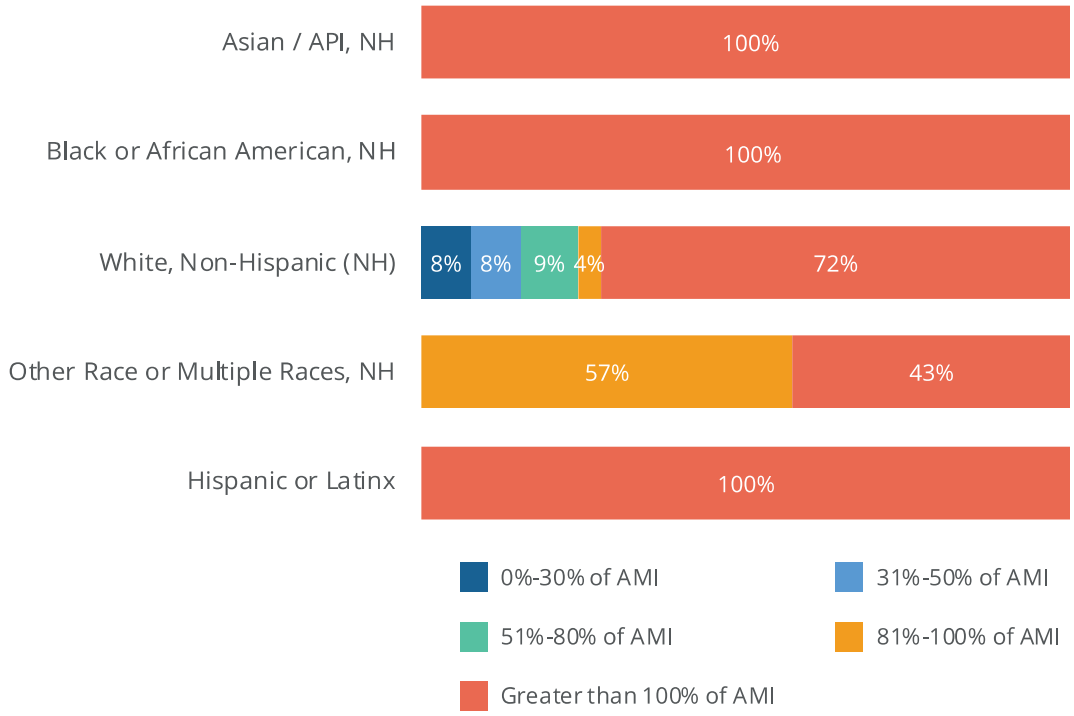


FIGURE 9: AREA MEDIAN INCOME BY RACE AND ETHNICITY, PORTOLA VALLEY, 2019

Note: Data not available for American Indian or Alaska Native.
Source: ABAG Housing Needs Data Workbook

Poverty rates for all racial and ethnic groups are under 3% in Portola Valley.

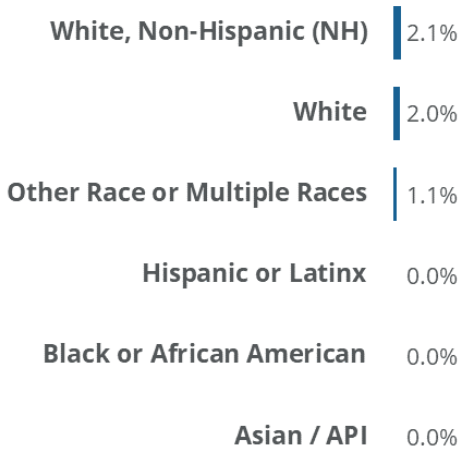


FIGURE 10: POVERTY RATE BY RACE AND ETHNICITY, PORTOLA VALLEY, 2019

Note: Sample size for American Indian or Alaska Native populations are too small to report poverty data.
Source: ABAG Housing Needs Data Workbook

Neighborhood Level Racial Segregation (*within* Town of Portola Valley)

Racial dot maps are useful for visualizing how multiple racial groups are distributed within a specific geography. The racial dot map of Portola Valley in Figure 11 below offers a visual representation of the spatial distribution of racial groups within the jurisdiction.[11] Generally, when the distribution of dots does not suggest patterns or clustering, segregation measures tend to be lower. Conversely, when clusters of certain groups are apparent on a racial dot map, segregation measures may be higher. The vast majority of dots are blue because Portola Valley is less diverse than the Bay Area as a whole with a population that is 82% White, 6.7% Hispanic or Latinx, 6.5% Asian, and 0.4% Black or African American. While there are very few dots signifying groups of Asian, Latinx, or Other racial groups (and none that signify a group of at least 18 Black residents in any given area), the few that do appear are not concentrated in any one portion of the Town.

[11] Throughout this report, neighborhood level segregation measures are calculated using census block group data. However, the racial dot maps in Figure 1 and Figure 5 use data from census blocks. These maps use data derived from a smaller geographic scale to better show spatial differences in where different racial groups live. Census blocks are subdivisions of block groups, and in the Bay Area census blocks contain on average 95 people.

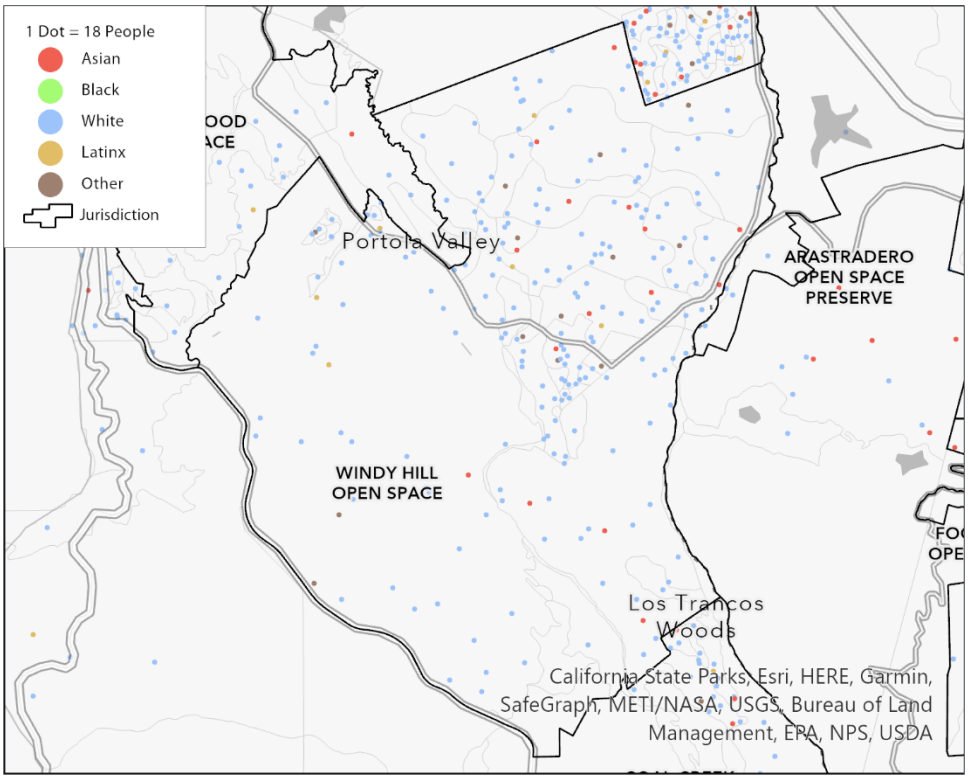


FIGURE 11: RACIAL DOT MAP OF PORTOLA VALLEY (2020)

Universe: Population. Source: U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.
Note: The plot shows the racial distribution at the census block level for Town of Portola Valley and vicinity. Dots in each census block are randomly placed and should not be construed as actual placement of people.

There are many ways to quantitatively measure segregation. Each measure captures a different aspect of the ways in which groups are divided within a community. One way to measure segregation is by using an **isolation index**:

- The isolation index compares each neighborhood's composition to the jurisdiction's demographics as a whole.
- This index ranges from 0 to 1. Higher values indicate that a particular group is more isolated from other groups.
- Isolation indices indicate the potential for contact between different groups. The index can be interpreted as the experience of the average member of that group. For example, if the isolation index is .65 for Latinx residents in a city, then the average Latinx resident in that city lives in a neighborhood that is 65% Latinx.

Within Town of Portola Valley the most isolated racial group is white residents. Portola Valley's isolation index of 0.796 for white residents means that the average white resident lives in a neighborhood that is 79.6% white. Other racial groups are less isolated, meaning they may be more likely to encounter other racial groups in their neighborhoods. The isolation index values for all racial groups in Portola Valley for the years 2000, 2010, and 2020 can be found in Table 1 below. Among all

racial groups in this jurisdiction, the white population's isolation index has changed the most over time, becoming less segregated from other racial groups between 2000 and 2020.

The "Bay Area Average" column in this table provides the average isolation index value across Bay Area jurisdictions for different racial groups in 2020.[12] The data in this column can be used as a comparison to provide context for the levels of segregation experienced by racial groups in this jurisdiction. For example, Table 1 indicates the average isolation index value for white residents across all Bay Area jurisdictions is 0.504, meaning that in the average Bay Area jurisdiction a white resident lives in a neighborhood that is 50.4% white. **This is significantly lower than the isolation index for white residents within Portola Valley, which is 0.796, meaning the average white resident in the town lives in a neighborhood that is 79.6% white.**

TABLE 1: RACIAL ISOLATION INDEX VALUES FOR SEGREGATION WITHIN PORTOLA VALLEY

	Portola Valley			Bay Area Average
Race	**2000**	**2010**	**2020**	**2020**
Asian/Pacific Islander	0.042	0.058	0.080	0.248
Black/African American	0.005	0.005	0.003	0.057
Latinx	0.037	0.044	0.052	0.262
White	0.910	0.877	0.796	0.504

Universe: Population.
Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, Census 2010, Table P4. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.

Similar to Figure 11, Figure 12 below evaluates the racial isolation indices of Bay Area jurisdictions, including Portola Valley, and how these indices are distributed compared to the overall Bay Area average. In this figure, each dot represents a Bay Area jurisdiction with the town of Portola Valley's indices indicated in a solid black line, and a red, dashed line representing the overall Bay Area average for each racial group. Based on the figure it is evident, just as it was in Figure 1, that the town's isolation index for white residents is significantly higher than the Bay Area average and many other Bay Area jurisdictions represented by dots. Conversely, the town's racial isolation indices for non-white racial groups are significantly lower than the Bay Area average of these groups, and that of other jurisdictions, as was also evident in Figure 12.

To better evaluate isolation indices for the town of Portola Valley compared to the overall Bay Area, demographic data of the town and the overall Bay Area, can be utilized to achieve a better understanding of segregation trends. For instance, while Portola Valley may have a significantly higher

[12] In the reports produced for the 104 jurisdictions with two or more census tracts, this average and all comparisons of segregation measures only include data from these 104 jurisdictions, as measures calculated with census tract data are not comparable to the measures calculated with block group data used in the reports for the five jurisdictions with only one census tract (Brisbane, Calistoga, Portola Valley, Rio Vista, and Yountville). However, for the reports produced for the five jurisdictions with only one census tract, segregation measures for all 109 jurisdictions were recalculated using block group data to produce Bay Area averages and make comparisons across the region. Therefore, the Bay Area averages presented in these five reports are different from those provided in the other 104 reports.

isolation index among white residents than the Bay Area average, and lower values among non-white racial groups this is likely attributed to the town's overrepresentation of white residents compared to that of the Bay Area as a whole. Whereas the Bay Area's 2020 population was 35.84% white, 82.3% of Portola Valley's 2019 population was white. Similarly, while the town's isolation indices for non-white racial groups are well below regional averages, this is likely due to the underrepresentation of these racial groups within the town, rather than intra-city level segregation trends. Whereas 27.69% of the Bay Area's 2020 population was Asian/API, just 6.5% of Portola Valley's 2019 population was. Whereas 24.36% of the Bay Area's 2020 population was Latinx, just 6.7% of the Town's 2019 population was. Therefore, the isolation indices compared within both Figures 1 and 2, when supplemented with demographic data, help illustrate inter-city segregation trends across jurisdictional boundaries in the Bay Area. These trends are evident in the overrepresentation of white residents within the town compared to the overall Bay Area, as well as the underrepresentation of non-white racial groups compared to the overall region.

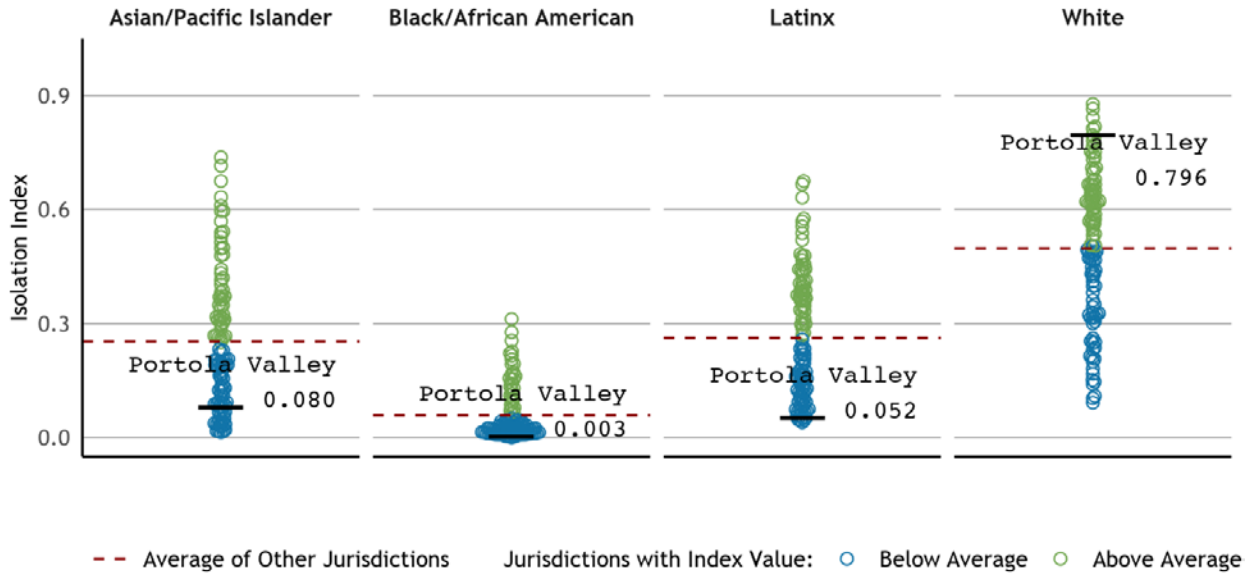


FIGURE 12: RACIAL ISOLATION INDEX VALUES FOR PORTOLA VALLEY COMPARED TO OTHER BAY AREA JURISDICTIONS (2020)

Universe: Bay Area Jurisdictions.
Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.

Another way to measure segregation is by using a **dissimilarity index**:

- This index measures how evenly any two groups are distributed across neighborhoods relative to their representation in a city overall. The dissimilarity index at the jurisdiction level can be interpreted as the share of either group that would have to move neighborhoods to create perfect integration for these two groups.
- The dissimilarity index ranges from 0 to 1. Higher values indicate that groups are more unevenly distributed (e.g., they tend to live in different neighborhoods).

DISSIMILARITY INDEX GUIDANCE FOR CITIES WITH SMALL RACIAL GROUP POPULATIONS

The analysis conducted for this report suggests that dissimilarity index values are unreliable for a population group if that group represents approximately less than 5% of the jurisdiction's total population.

HCD's AFFH guidance requires the Housing Element to include the dissimilarity index values for racial groups, but also offers flexibility in emphasizing the importance of various measures. ABAG/MTC recommends that when cities have population groups that are less than 5% of the jurisdiction's population (see Table Error! Reference source not found.), jurisdiction staff use the isolation index or Thiel's H-Index to gain a more accurate understanding of their jurisdiction's neighborhood-level segregation patterns (*intra*-city segregation).

If a jurisdiction has a very small population of a racial group, this indicates that segregation between the jurisdiction and the region (*inter*-city segregation) is likely to be an important feature of the jurisdiction's segregation patterns.

In Town of Portola Valley, the Black/African American group is 0.2 percent of the population - so staff should

Table 2 below provides the dissimilarity index values of racial groups within the town, indicating the levels of segregation in Portola Valley between white residents and residents who are Black, Latinx, or Asian/Pacific Islander. The table also provides the dissimilarity index between white residents and all residents of color in the jurisdiction, and dissimilarity indices for the years 2000, 2010, and 2020.

TABLE 2: RACIAL DISSIMILARITY INDEX VALUES FOR SEGREGATION WITHIN PORTOLA VALLEY

	Portola Valley			Bay Area Average
Race	**2000**	**2010**	**2020**	**2020**
Asian/Pacific Islander vs. White	0.065*	0.041	0.107	0.226
Black/African American vs. White	0.115*	0.280*	0.175*	0.312
Latinx vs. White	0.149*	0.099*	0.060	0.246
People of Color vs. White	0.035	0.035	0.076	0.198

Universe: Population.
Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, Census 2010, Table P4. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.
Note: If a number is marked with an asterisk (*), it indicates that the index is based on a racial group making up less than 5 percent of the jurisdiction population, leading to unreliable numbers.

In Portola Valley, the highest dissimilarity index is between Black and white residents (see Table 2). Portola Valley's Black /white dissimilarity index of 0.175 means that 17.5% of Black (or white) residents would need to move to a neighborhood of differing racial prominence to create a distribution of Black and white residents in each neighborhood, equal to that of the entire town. However, per HCD guidance included in the above callout box, this dissimilarity index value is not a reliable data point due to the relatively small population size of Black residents as a portion of the entire town population (2 percent). While the Black/white dissimilarity index in Portola Valley is relatively low and is typically associated with "low segregation" levels per HUD standards, it is not necessarily indicative of high levels of integration within the town. The "Bay Area Average" column is included in this table to also provide the average dissimilarity index values for these racial group pairings across Bay Area jurisdictions in 2020. The data in this column can be used as a comparison to provide context for the

levels of segregation between communities of color are from white residents in this jurisdiction. For example, Table 2 indicates that the average Latinx/white dissimilarity index for a Bay Area jurisdiction is 0.246, so on average 24.6% of Latinx (or white residents) in a Bay Area jurisdiction would need to move to a neighborhood of differing racial prominence within that jurisdiction to create a distribution of Latinx and white residents that resembles that of the larger jurisdiction. This index is nearly 4 times that of Portola Valley's for the same racial groups in the same year. The Latinx/white dissimilarity index in Portola Valley in 2020 was 0.060, meaning 6% of Latinx (or white residents) in the town would need to move to a neighborhood of differing racial prominence within that town to create a distribution of Latinx and white residents that resembles that of the overall town.

The **Theil's H Index** can be used to measure segregation between all groups within a jurisdiction:

- This index measures how diverse each neighborhood is compared to the diversity of the whole city. Neighborhoods are weighted by their size, so that larger neighborhoods play a more significant role in determining the total measure of segregation.
- The index ranges from 0 to 1. A Theil's H Index value of 0 would mean all neighborhoods within a city have the same demographics as the whole city. A value of 1 would mean each group lives exclusively in their own, separate neighborhood.
- For jurisdictions with a high degree of diversity (multiple racial groups comprise more than 10% of the population), Theil's H offers the clearest summary of overall segregation.

The Theil's H Index values for neighborhood racial segregation in Portola Valley for the years 2000, 2010, and 2020 can be found in Table 3 below. The "Bay Area Average" column in the table provides the average Theil's H Index across Bay Area jurisdictions in 2020. Between 2010 and 2020, the Theil's H Index for racial segregation in Portola Valley declined, suggesting that there is now less neighborhood level racial segregation within the jurisdiction. In 2020, the Theil's H Index for racial segregation in Portola Valley was lower than the average value for Bay Area jurisdictions, indicating that neighborhood level racial segregation in Portola Valley is less than in the average Bay Area city. Since Portola Valley has a low degree of diversity, this measure is not as useful as it would be in more diverse communities.

TABLE 3: THEIL'S H INDEX VALUES FOR RACIAL SEGREGATION WITHIN PORTOLA VALLEY

	Portola Valley			Bay Area Average
Race	**2000**	**2010**	**2020**	**2020**
Theil's H Multi-racial	0.008	0.005	0.004	0.055

Universe: Population.
Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, Census 2010, Table P4. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.

Geospatially, all census tracts (i.e., neighborhoods) in Portola Valley are White majority census tracts.[13,14]

[13] Majority census tracts show the predominant racial or ethnic group by tract compared to the next most populous.
[14] Redlining maps, otherwise known as Home Owners' Loan Corporation (HOLC) maps, are not available for San Mateo County.

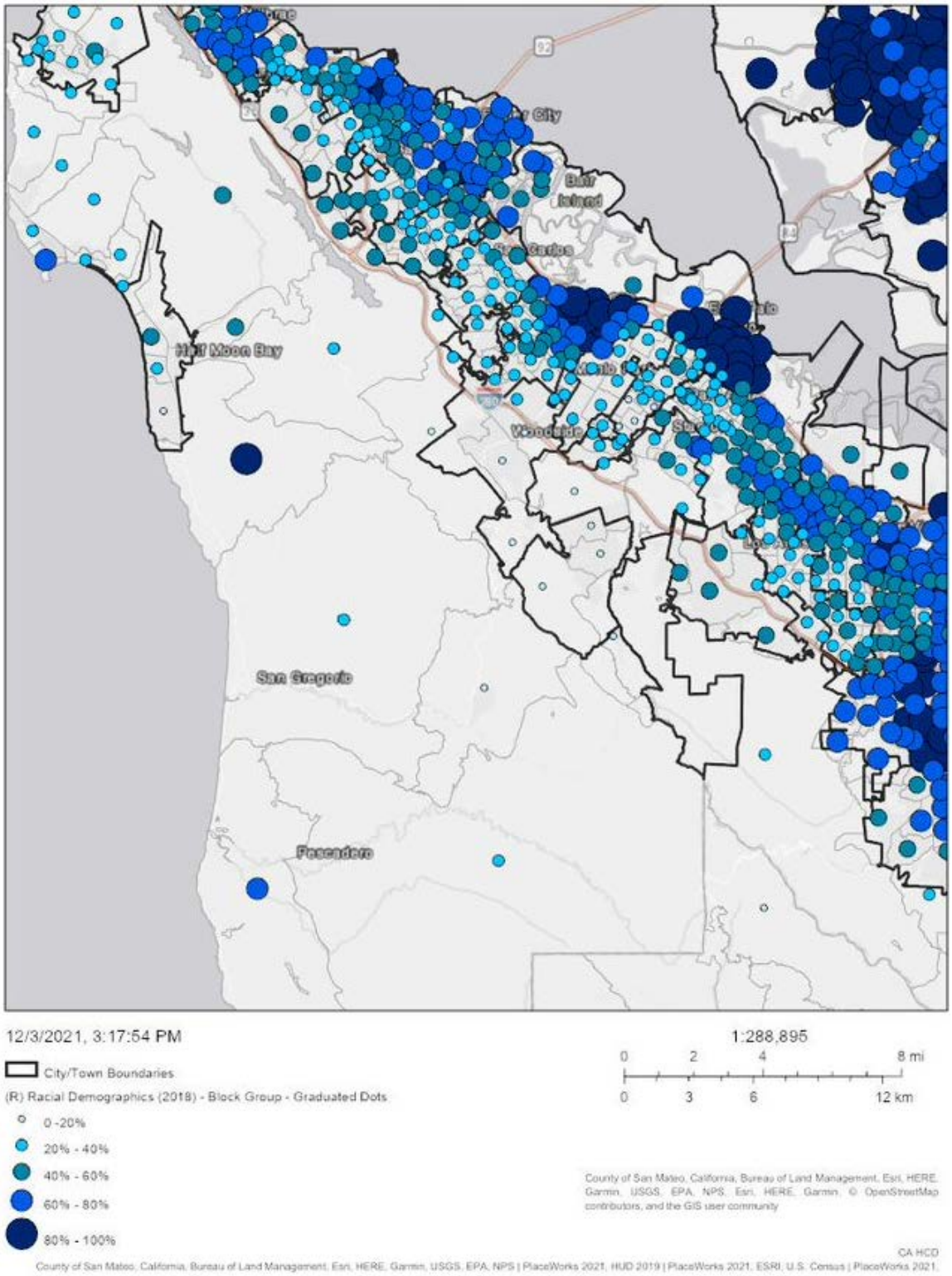


FIGURE 13: PERCENT NON-WHITE POPULATION BY CENSUS BLOCK GROUPS, 2018

Source: California Department of Housing and Community Development AFFH Data Viewer

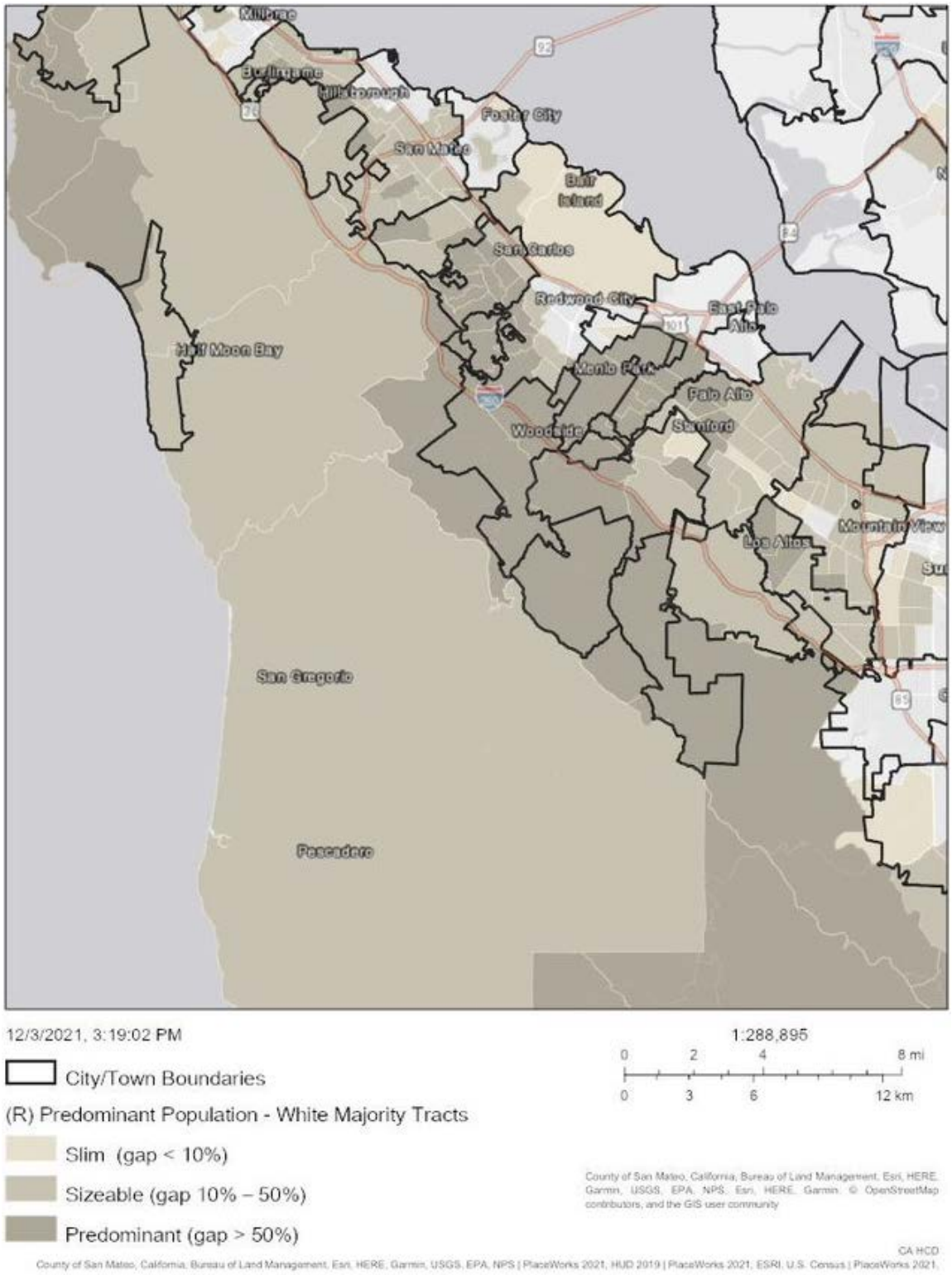


FIGURE 14: WHITE MAJORITY CENSUS TRACTS

Source: California Department of Housing and Community Development AFFH Data Viewer

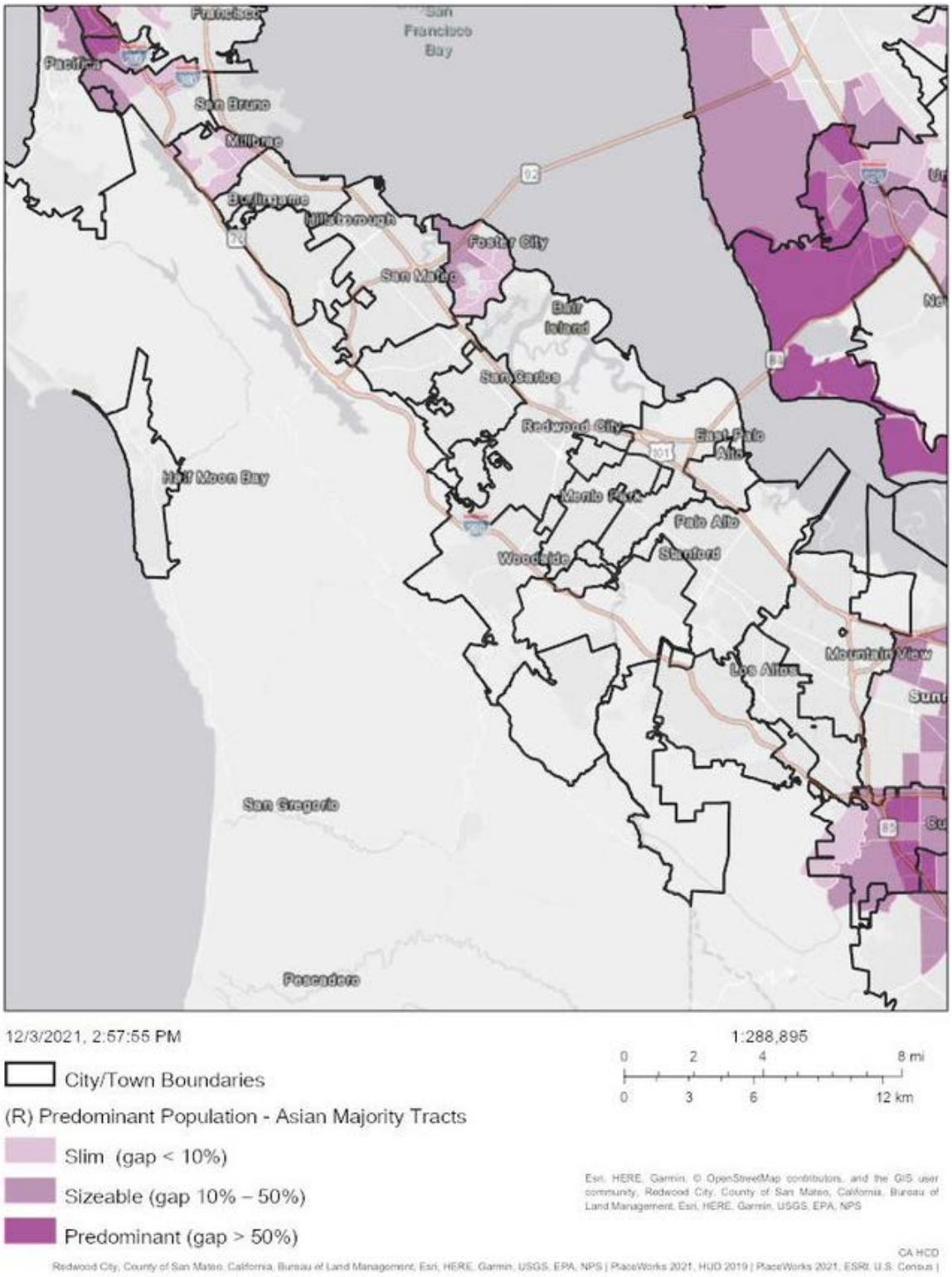


FIGURE 15: ASIAN MAJORITY CENSUS TRACTS

Source: California Department of Housing and Community Development AFFH Data Viewer

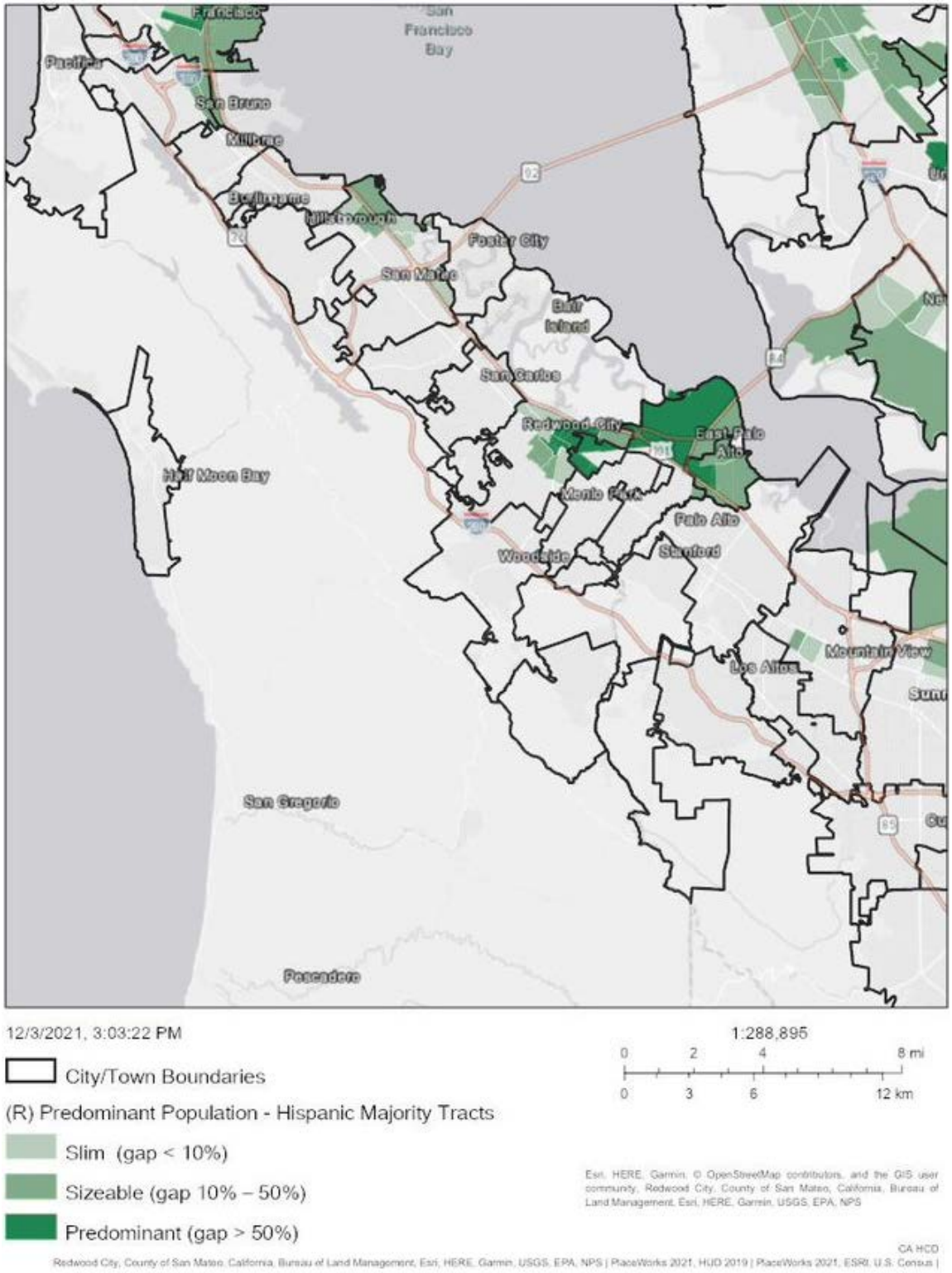


FIGURE 16: HISPANIC MAJORITY CENSUS TRACTS

Source: California Department of Housing and Community Development AFFH Data Viewer

Regional Racial Segregation (*Between* Portola Valley and Other Jurisdictions)

At the regional level, segregation is measured between *cities* instead of between *neighborhoods*. Racial dot maps are not only useful for examining neighborhood racial segregation within a jurisdiction, but these maps can also be used to explore the racial demographic differences between different jurisdictions in the region. Figure 17 below presents a racial dot map showing the spatial distribution of racial groups in Portola Valley as well as in nearby Bay Area cities. The map reflects first that Portola Valley has a much less dense population than many of the surrounding cities to the East, and that Asian residents are concentrated in Castro City, Mountain View, and Palo Alto. Latinx and Black residents are concentrated in East Palo Alto. White residents make up the majority of dots in Portola Valley and other less dense areas like Woodside.

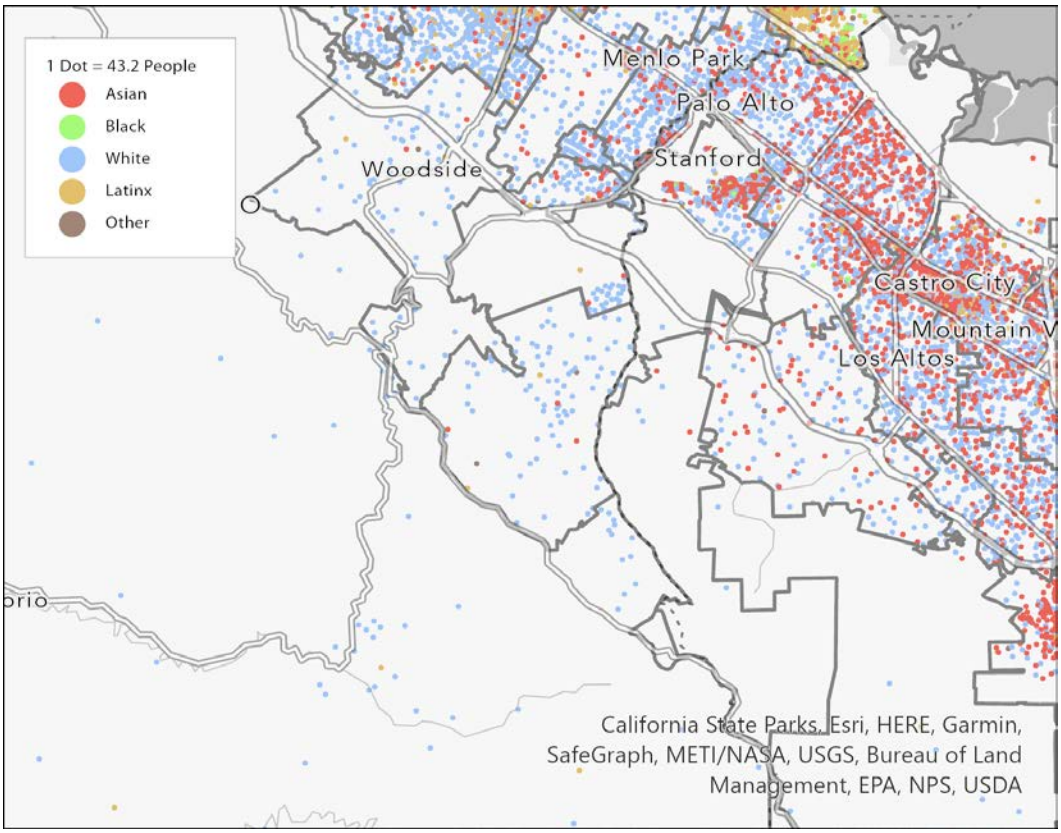


FIGURE 17: RACIAL DOT MAP OF PORTOLA VALLEY AND SURROUNDING AREAS (2020)

Universe: Population.
Source: U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.
Note: The plot shows the racial distribution at the census block level for Town of Portola Valley and vicinity. Dots in each census block are randomly placed and should not be construed as actual placement of people.

To understand how each city contributes to the total segregation of the Bay Area, one can look at the difference in the racial composition of a jurisdiction compared to the racial composition of the region as a whole. The racial demographics in Portola Valley for the years 2000, 2010, and 2020 can be found in Table 4 below. The table also provides the racial composition of the nine-county Bay Area. As of 2020, Portola Valley has a higher share of white residents than the Bay Area as a whole, a much lower share of Latinx, Black, and Asian/Pacific Islander residents.

TABLE 4: POPULATION BY RACIAL GROUP, PORTOLA VALLEY, AND THE REGION

	Portola Valley			Bay Area
Race	**2000**	**2010**	**2020**	**2020**
Asian/Pacific Islander	4.0%	5.6%	7.7%	28.2%
Black/African American	0.4%	0.3%	0.2%	5.6%
Latinx	3.3%	4.0%	5.2%	24.4%
Other or Multiple Races	1.4%	1.9%	7.4%	5.9%
White	90.8%	88.2%	79.5%	35.8%

Universe: Population.
Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, Census 2010, Table P4. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.

Figure 18 below compares the racial demographics in Portola Valley to those of all 109 Bay Area jurisdictions. In this chart, each dot represents a Bay Area jurisdiction. For each racial group, the spread of dots represents the range of that group's representation among Bay Area jurisdictions. Additionally, the black line within each racial group notes the percentage of the population of Town of Portola Valley represented by that group and how that percentage ranks among all 109 jurisdictions. Of all Bay Area jurisdictions, Portola Valley is ranked 6th for the highest percentage of white residents. The Town is near the bottom of the percentage of Black and Latinx residents, with rankings of 107 and 103, respectively.

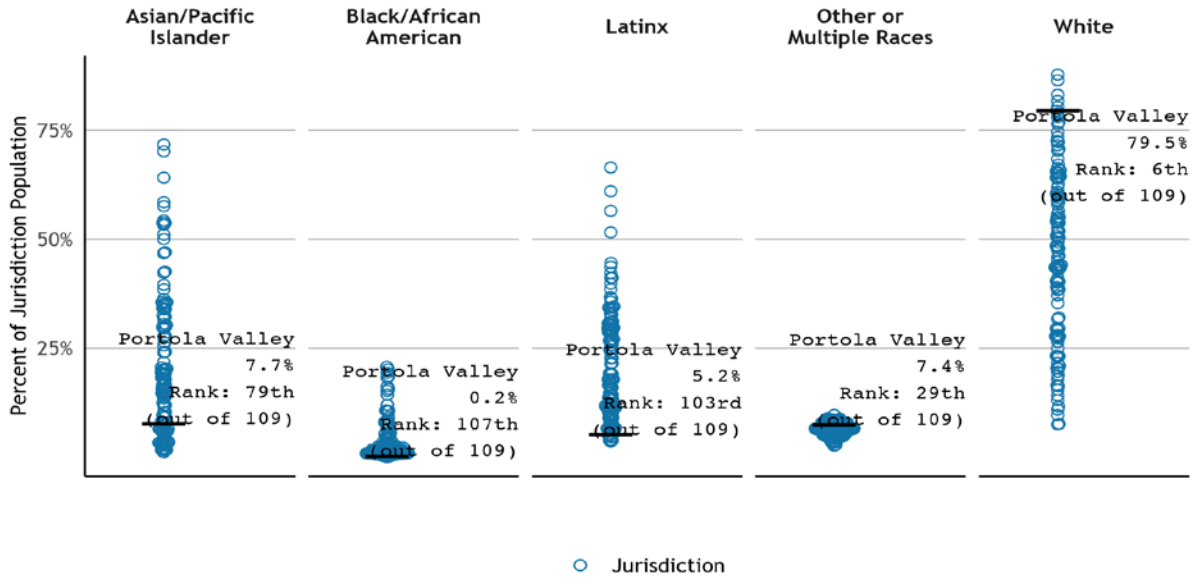


FIGURE 18: RACIAL DEMOGRAPHICS OF PORTOLA VALLEY COMPARED TO ALL BAY AREA JURISDICTIONS (2020)

Universe: Bay Area Jurisdictions.
Source U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.

The map in Figure 19 below also illustrates regional racial segregation between Portola Valley and other jurisdictions. This map demonstrates how the percentage of people of color in Portola Valley and surrounding jurisdictions compares to the Bay Area as a whole:

- Jurisdictions shaded orange have a share of people of color that is less than the Bay Area as a whole, and the degree of difference is greater than five percentage points.
- Jurisdictions shaded white have a share of people of color comparable to the regional percentage of people of color (within five percentage points).
- Jurisdictions shaded grey have a share of people of color that is more than five percentage points greater than the regional percentage of people of color.

Portola Valley, like many surrounding jurisdictions on the Bay Area peninsula, has a share of people of color that is less than the Bay Area as a whole (greater than five percentage points). People of color are more concentrated in East Palo Alto, Millbrae, Cupertino, and Sunnyvale (among others).

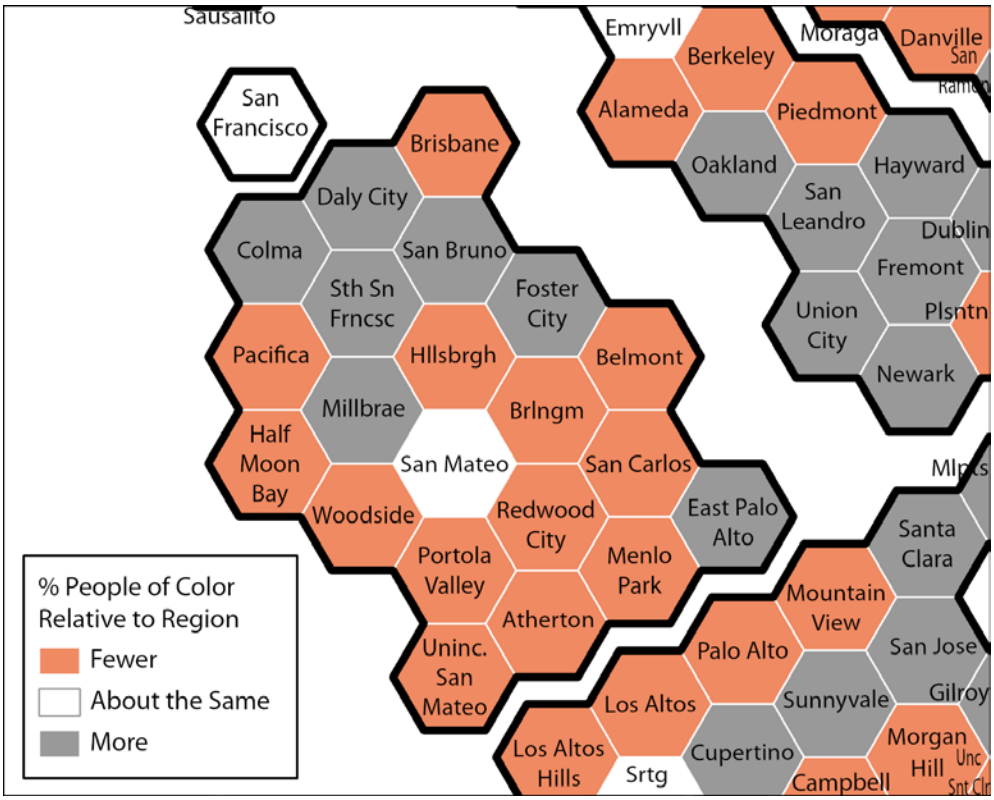


FIGURE 19: COMPARING THE SHARE OF PEOPLE OF COLOR IN PORTOLA VALLEY AND VICINITY TO THE BAY AREA (2020)

Universe: Population.
Source: U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002.
Note: People of color refer to persons not identifying as non-Hispanic white. The nine-county Bay Area is the reference region for this map.

Segregation between jurisdictions in the region can also be analyzed by calculating regional values for the segregation indices discussed previously. Table 5 presents dissimilarity index, isolation index, and Theil's H index values for racial segregation for the entire nine-county Bay Area in 2010 and 2020. In the previous section of this report focused on neighborhood level racial segregation, these indices were calculated by comparing the racial demographics of the census tracts within a jurisdiction to the demographics of the jurisdiction as a whole. In Table 5, these measures are calculated by comparing the racial demographics of local jurisdictions to the region's racial makeup. For example, looking at the 2020 data, Table 5 shows the white isolation index value for the region is 0.429, meaning that on average white Bay Area residents live in a jurisdiction that is 42.9% white in 2020. An example of regional dissimilarity index values in Table 5 is the Black/white dissimilarity index value of 0.459, which means that across the region 45.9% of Black (or white) residents would need to move to a different jurisdiction to evenly distribute Black and white residents across Bay Area jurisdictions. The dissimilarity index values in Table 5 reflect recommendations made in HCD's AFFH guidance for calculating dissimilarity at the region level.[15] The regional value for the Theil's H index measures how diverse each Bay Area jurisdiction is compared to the racial diversity of the whole region. A Theil's H Index value of 0 would mean all *jurisdictions* within the Bay Area have the same racial demographics as the entire region, while a value of 1 would mean each racial group lives exclusively in their own separate jurisdiction. The regional Theil's H index value for racial segregation decreased slightly between 2010 and 2020, meaning that racial groups in the Bay Area are now slightly less separated by the borders between jurisdictions.

TABLE 5: REGIONAL RACIAL SEGREGATION MEASURES

Index	Group	2010	2020
Isolation Index Regional Level	Asian/Pacific Islander	0.317	0.378
	Black/African American	0.144	0.118
	Latinx	0.283	0.291
	White	0.496	0.429
	People of Color	0.629	0.682
Dissimilarity Index Regional Level	Asian/Pacific Islander vs. White	0.384	0.369
	Black/African American vs. White	0.475	0.459
	Latinx vs. White	0.301	0.297
	People of Color vs. White	0.296	0.293
Theil's H Multi-racial	All Racial Groups	0.103	0.097

Universe: Population.
Source: IPUMS National Historical Geographic Information System (NHGIS). U.S. Census Bureau, 2020 Census State Redistricting Data (Public Law 94-171) Summary File, 2020 Census of Population and Housing, Table P002. Data from 2010 is from U.S. Census Bureau, 2010 Census of Population and Housing, Table P4.

[15] For more information on HCD's recommendations regarding data considerations for analyzing integration and segregation patterns, see page 31 of the AFFH Guidance Memo.

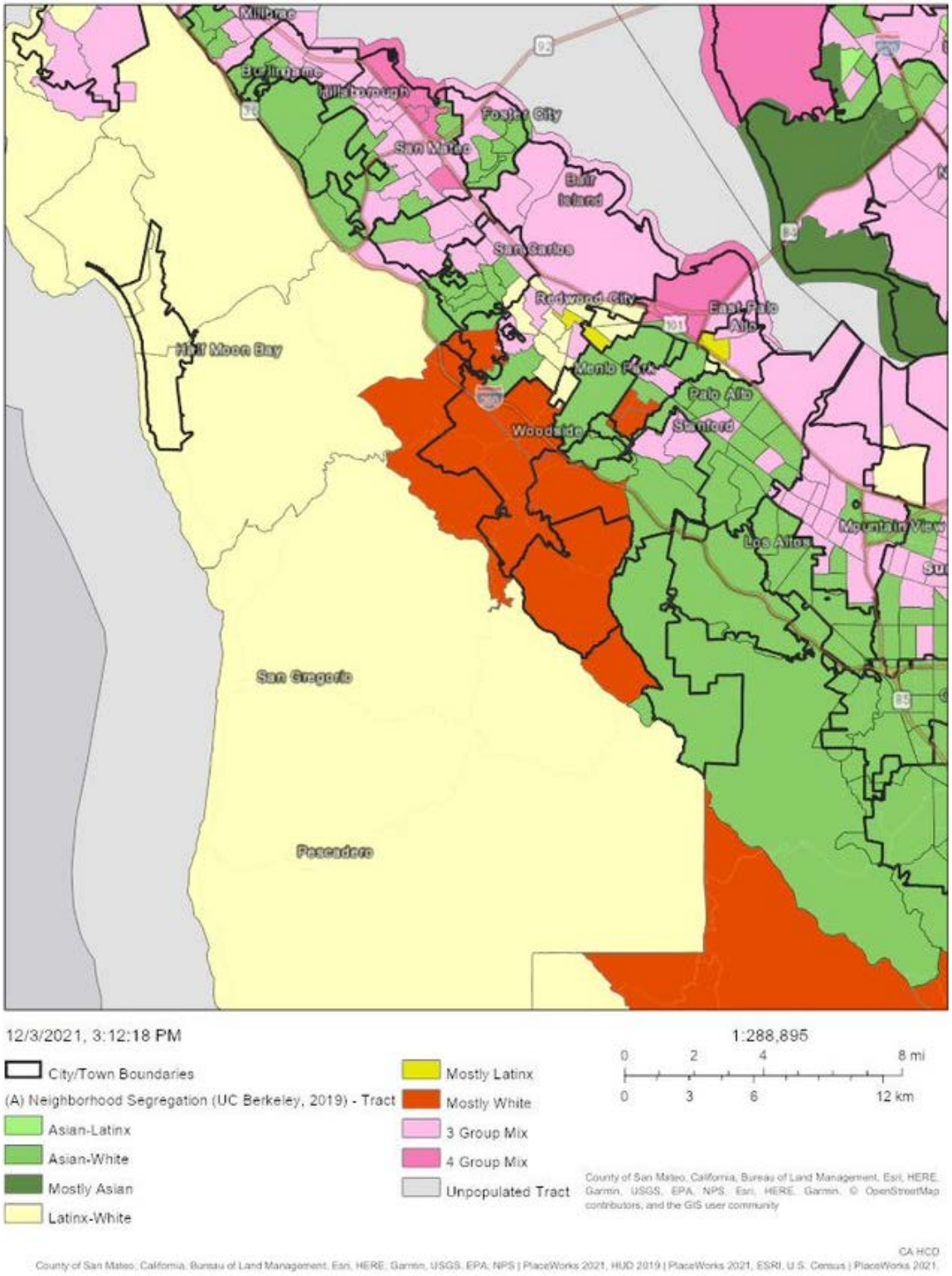


FIGURE 20: NEIGHBORHOOD SEGREGATION BY CENSUS TRACT, 2019

Source: California Department of Housing and Community Development AFFH Data Viewer

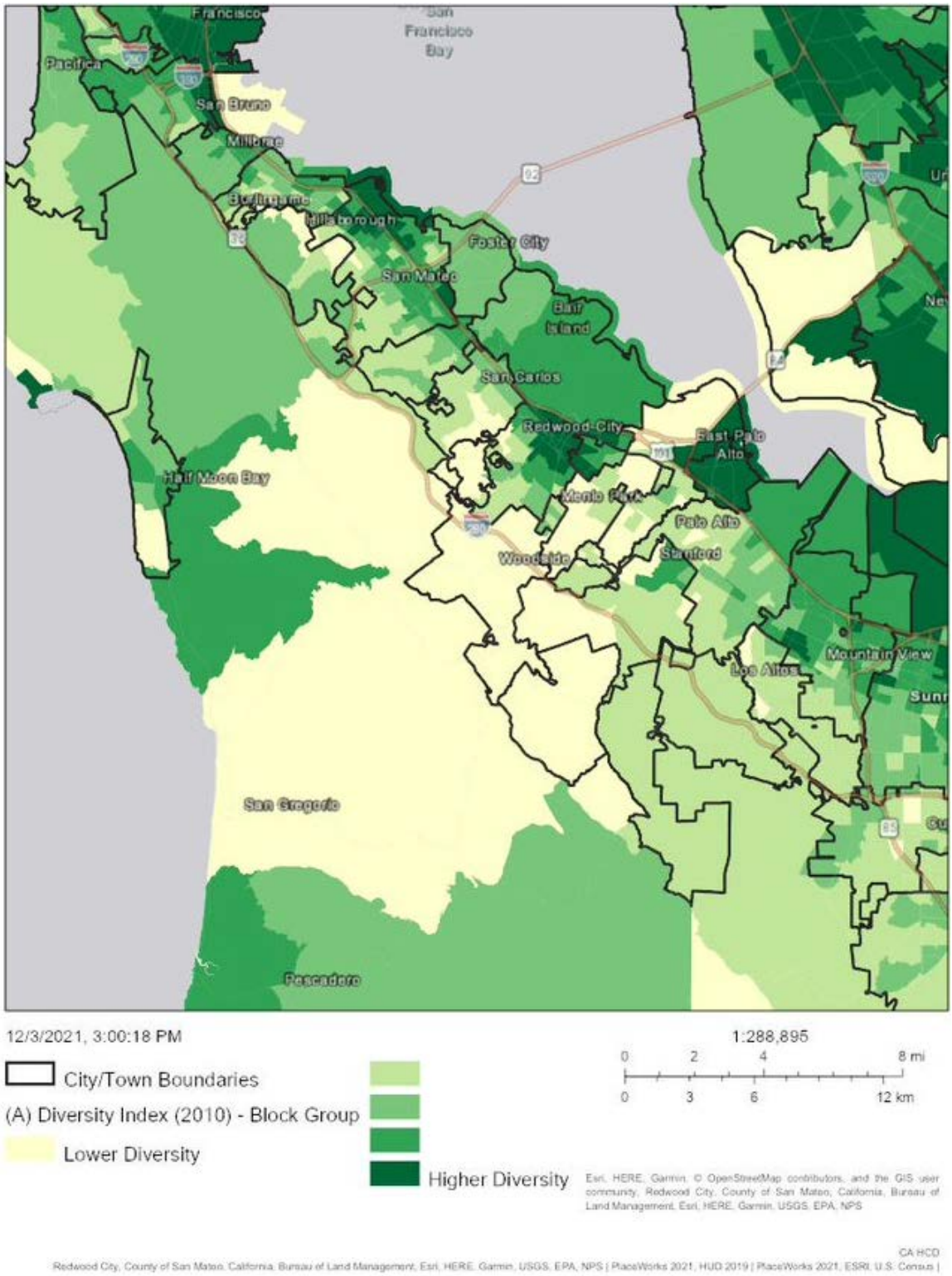


FIGURE 21: DIVERSITY INDEX BY BLOCK GROUP, 2010

Source: California Department of Housing and Community Development AFFH Data Viewer

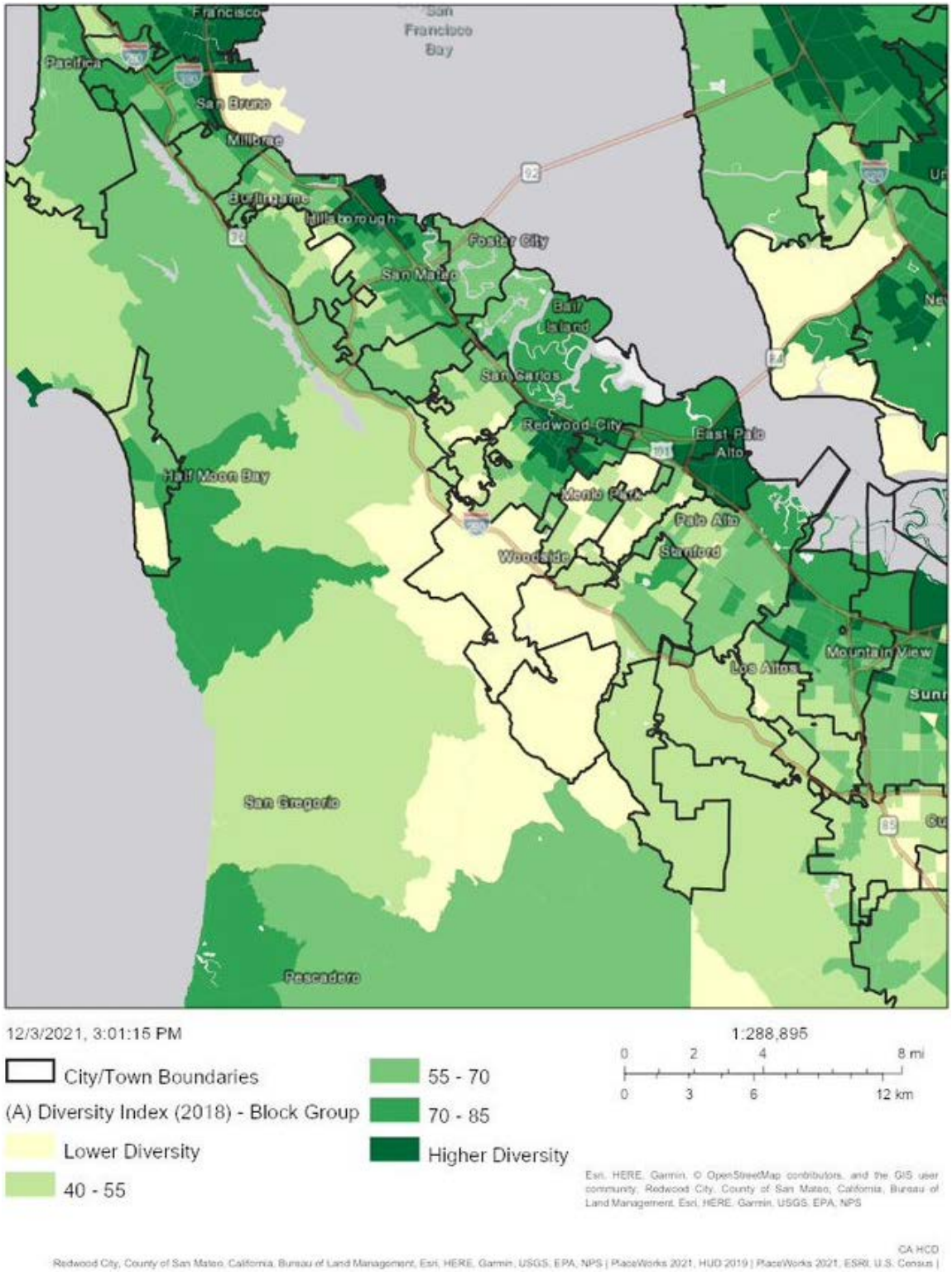


FIGURE 22: DIVERSITY INDEX BY BLOCK GROUP, 2018

Source: California Department of Housing and Community Development AFFH Data Viewer

4.3.2 INCOME SEGREGATION IN TOWN OF PORTOLA VALLEY

DEFINITION OF TERMS – INCOME GROUPS

When analyzing segregation by income, this report uses income group designations consistent with the Regional Housing Needs Allocation and the Housing Element:

Very low-income: individuals earning less than 50% of Area Median Income (AMI)

Low-income: individuals earning 50%-80% of AMI

Moderate-income: individuals earning 80%-120% of AMI

Above moderate-income: individuals earning 120% or more of AMI

Additionally, this report uses the term "lower-income" to refer to all people who earn less than 80% of AMI, which includes both low-income and very low-income individuals.

The income groups described above are based on U.S. Department of Housing and Urban Development (HUD) calculations for AMI. HUD calculates the AMI for different metropolitan areas, and the nine county Bay Area includes the following metropolitan areas: Napa Metro Area (Napa County), Oakland-Fremont Metro Area (Alameda and Contra Costa Counties), San Francisco Metro Area (Marin, San Francisco, and San Mateo Counties), San Jose-Sunnyvale-Santa Clara Metro Area (Santa Clara County), Santa Rosa Metro Area (Sonoma County), and Vallejo-Fairfield Metro Area (Solano County).

The income categories used in this report are based on the AMI for the HUD metro area where this jurisdiction is located.

The household income distribution by percent of area median income (AMI) in Portola Valley reflects a substantially higher share of higher income household than the county overall: 73% of households in Portola earn more than 100% AMI compared to 49% in the county overall.

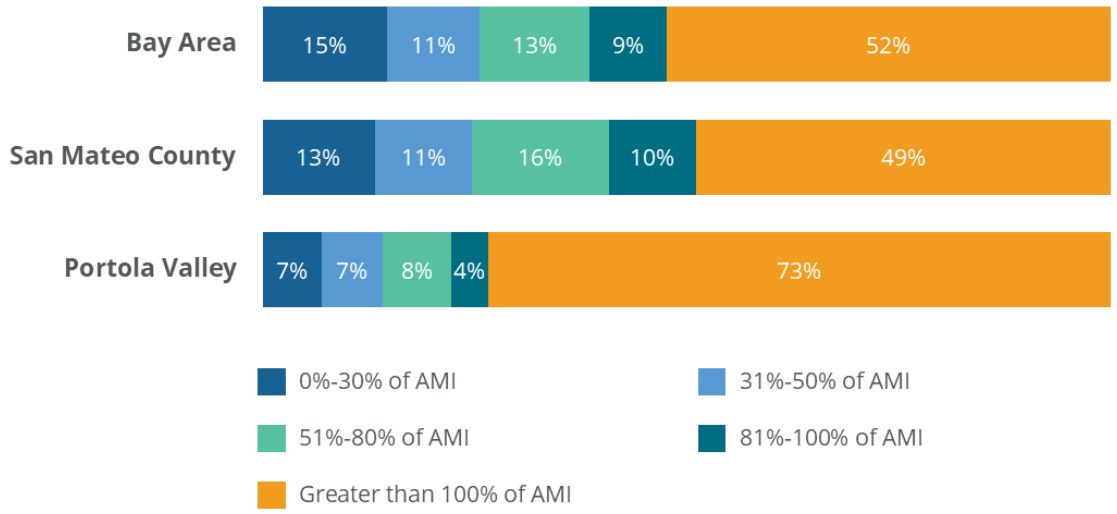


FIGURE 23: SHARE OF HOUSEHOLDS BY AREA MEDIAN INCOME (AMI), 2019

Source: ABAG Housing Needs Data Workbook

Neighborhood Level Income Segregation (*within* Portola Valley)

Income segregation can be measured using similar indices as racial segregation. Income dot maps, similar to the racial dot maps shown in Figures 24, are useful for visualizing segregation between multiple income groups at the same time. The income dot map of Portola Valley below offers a visual representation of the spatial distribution of income groups within the jurisdiction. As with the racial dot maps, when the dots show lack of a pattern or clustering, income segregation measures tend to be lower, and conversely, when clusters are apparent, the segregation measures may be higher as well.

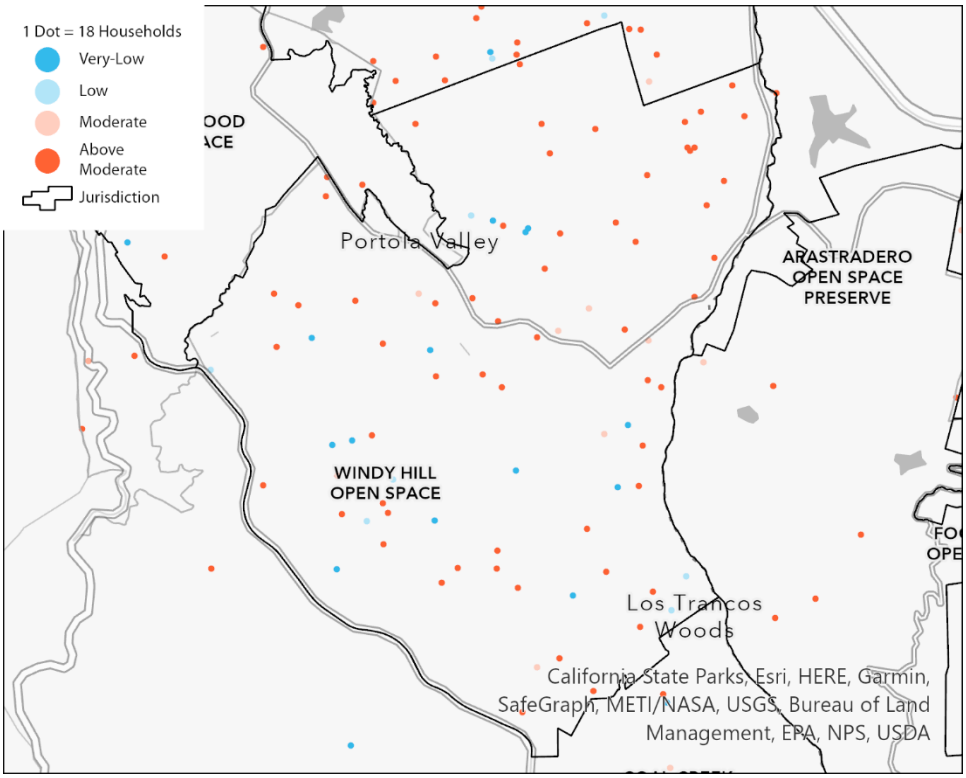


FIGURE 24: INCOME DOT MAP OF PORTOLA VALLEY (2015)

Universe: Population.
Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.
Note: The plot shows the income group distribution at the census block group level for Town of Portola Valley and vicinity. Dots in each block group are randomly placed and should not be construed as actual placement of individuals.

All census block groups in the town have median incomes above $125,000 and poverty is low throughout Portola Valley.

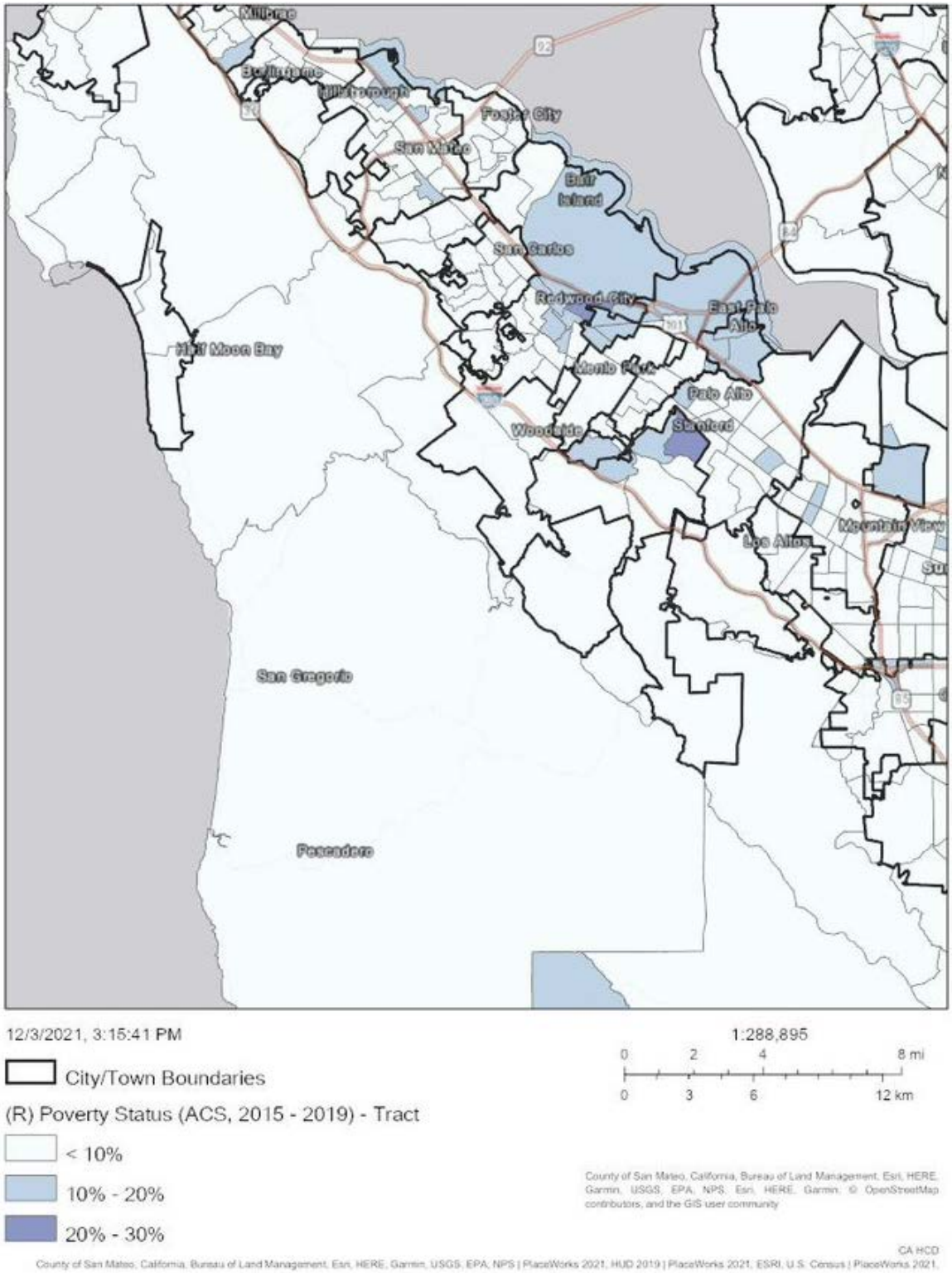


FIGURE 25: POVERTY STATUS BY CENSUS TRACT, 2019

Source: California Department of Housing and Community Development AFFH Data Viewer

The isolation index values for all income groups in Portola Valley for the years 2010 and 2015 can be found in Table 6 below.[16] Above Moderate-income residents are the most isolated income group in Portola Valley. Portola Valley's isolation index of 0.721 for these residents means that the average Above Moderate-income resident in Portola Valley lives in a neighborhood that is 72.1% Above Moderate-income. Among all income groups, the Moderate-income population's isolation index has changed the most over time, becoming more segregated from other income groups between 2010 and 2015.

Similar to the tables presented earlier for neighborhood racial segregation, the "Bay Area Average" column in Table 6 provides the average isolation index value across Bay Area jurisdictions for different income groups in 2015. The data in this column can be used as a comparison to provide context for the levels of segregation experienced by income groups in this jurisdiction. For example, Table 6 indicates the average isolation index value for very low-income residents across Bay Area jurisdictions is 0.304, meaning that in the average Bay Area jurisdiction a very low-income resident lives in a neighborhood that is 30.4% very low-income.

TABLE 6: INCOME GROUP ISOLATION INDEX VALUES FOR SEGREGATION WITHIN PORTOLA VALLEY

	Portola Valley		Bay Area Average
Income Group	**2010**	**2015**	**2015**
Very Low-Income (<50% AMI)	0.093	0.140	0.304
Low-Income (50%-80% AMI)	0.144	0.134	0.172
Moderate-Income (80%-120% AMI)	0.073	0.150	0.207
Above Moderate-Income (>120% AMI)	0.765	0.721	0.529

Universe: Population.
Source: Data for 2015 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

Figure 26 below shows how income group isolation index values in Portola Valley compare to values in other Bay Area jurisdictions. In this chart, each dot represents a Bay Area jurisdiction. For each income group, the spread of dots represents the range of isolation index values among Bay Area jurisdictions. Additionally, the black line within each income group notes the isolation index value for that group in Portola Valley, and each dashed red line represents the Bay Area average for the isolation index for that group.

[16] This report presents data for income segregation for the years 2010 and 2015, which is different than the time periods used for racial segregation. This deviation stems from the data source recommended for income segregation calculations in HCD's AFFH Guidelines. This data source most recently updated with data from the 2011-2015 American Community Survey 5-year estimates. For more information on HCD's recommendations for calculating income segregation, see page 32 of HCD's AFFH Guidelines.

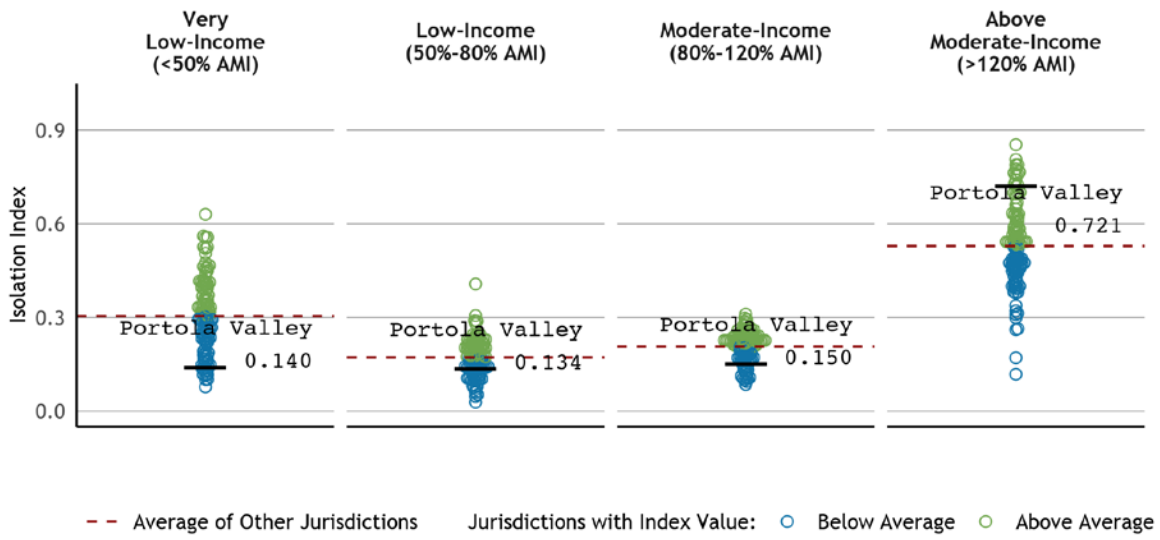


FIGURE 26: INCOME GROUP ISOLATION INDEX VALUES FOR PORTOLA VALLEY COMPARED TO OTHER BAY AREA JURISDICTIONS (2015)

Universe: Bay Area Jurisdictions.
Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.

Table 7 below provides the dissimilarity index values indicating the level of segregation in Portola Valley between residents who are lower-income (earning less than 80% of AMI) and those who are not lower-income (earning above 80% of AMI). This data aligns with the requirements described in HCD's AFFH Guidance Memo for identifying dissimilarity for lower-income households.[17] Segregation in Portola Valley between lower-income residents and residents who are not lower-income decreased between 2010 and 2015. Additionally, Table 7 shows dissimilarity index values for the level of segregation in Albany between residents who are very low-income (earning less than 50% of AMI) and those who are above moderate-income (earning above 120% of AMI). This supplementary data point provides additional nuance to an analysis of income segregation, as this index value indicates the extent to which a jurisdiction's lowest and highest income residents live in separate neighborhoods.

Similar to other tables in this report, the "Bay Area Average" column shows the average dissimilarity index values for these income group pairings across Bay Area jurisdictions in 2015. For example, Table 7 indicates that the average dissimilarity index between lower-income residents and other residents in a Bay Area jurisdiction is 0.274, so on average 27.4% of lower-income residents in a Bay Area jurisdiction would need to move to a different neighborhood within the jurisdiction to create perfect income group integration in that jurisdiction.

Figure 27 below shows how dissimilarity index values for income segregation in Portola Valley compare to values in other Bay Area jurisdictions. In this chart, each dot represents a Bay Area jurisdiction. For each income group pairing, the spread of dots represents the range of dissimilarity

[17] For more information, see page 32 of HCD's AFFH Guidance Memo.

index values among Bay Area jurisdictions. Additionally, the black line within each income group pairing notes the dissimilarity index value in Portola Valley, and each dashed red line represents the Bay Area average for the dissimilarity index for that pairing.

In 2015, the income segregation in Portola Valley between lower-income residents and other residents was higher than the average value for Bay Area jurisdictions for the below 80% AMI vs. above 80% AMI income group (see Table 7 and Figure 27). This means that the lower-income residents are more segregated from other residents within Portola Valley compared to other jurisdictions in the region.

TABLE 7: INCOME GROUP DISSIMILARITY INDEX VALUES FOR SEGREGATION WITHIN PORTOLA VALLEY

	Portola Valley		Bay Area Average
Income Group	**2010**	**2015**	**2015**
Below 80% AMI vs. Above 80% AMI	0.302	0.285	0.274
Below 50% AMI vs. Above 120% AMI	0.245	0.275	0.351

Universe: Population.
Source: Data for 2015 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

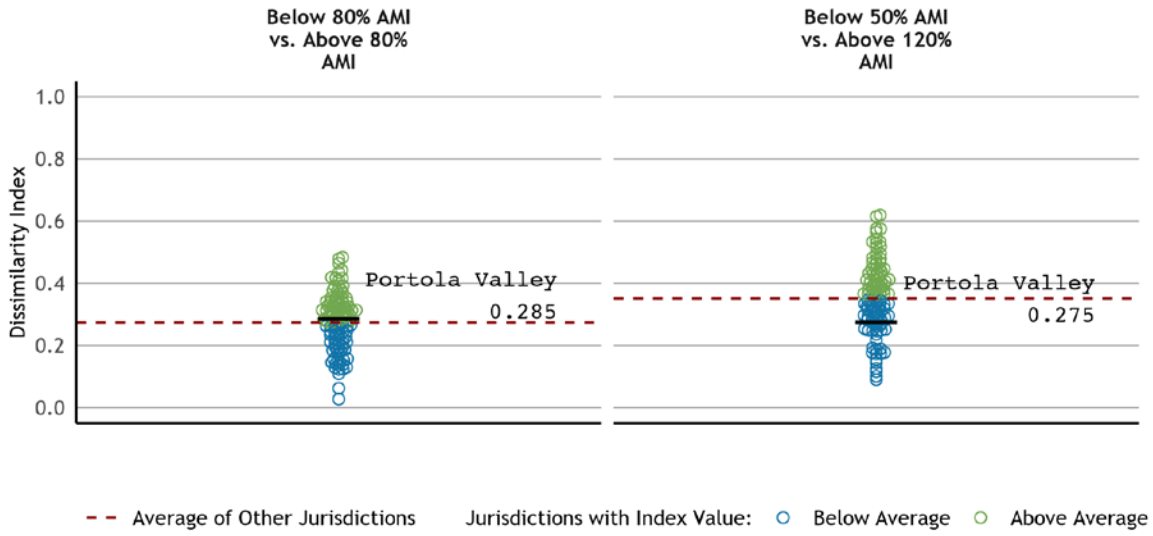


FIGURE 27: INCOME GROUP DISSIMILARITY INDEX VALUES FOR PORTOLA VALLEY COMPARED TO OTHER BAY AREA JURISDICTIONS (2015)

Universe: Bay Area Jurisdictions.
Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.

The Theil's H Index values for neighborhood income group segregation in Portola Valley for the years 2010 and 2015 can be found in Table 8 below. The "Bay Area Average" column in this table provides the average Theil's H Index value across Bay Area jurisdictions for different income groups in 2015. By 2015, the Theil's H Index value for income segregation in Portola Valley was more than it had been in 2010. In 2015, the Theil's H Index value for income group segregation in Portola Valley was lower than

the average value for Bay Area jurisdictions, indicating there is less neighborhood level income segregation in Portola Valley than in the average Bay Area city.

TABLE 8: THEIL'S H INDEX VALUES FOR INCOME SEGREGATION WITHIN PORTOLA VALLEY

	Portola Valley		Bay Area Average
Income Group	**2010**	**2015**	**2015**
Theil's H Multi-income	0.046	0.088	0.089

Universe: Population.
Source: Data for 2015 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

Figure 28 below shows how Theil's H index values for income group segregation in Portola Valley compare to values in other Bay Area jurisdictions in 2015. In this chart, each dot represents a Bay Area jurisdiction. Additionally, the black line notes the Theil's H index value for income group segregation in Portola Valley, and the dashed red line represents the average Theil's H index value across Bay Area jurisdictions.

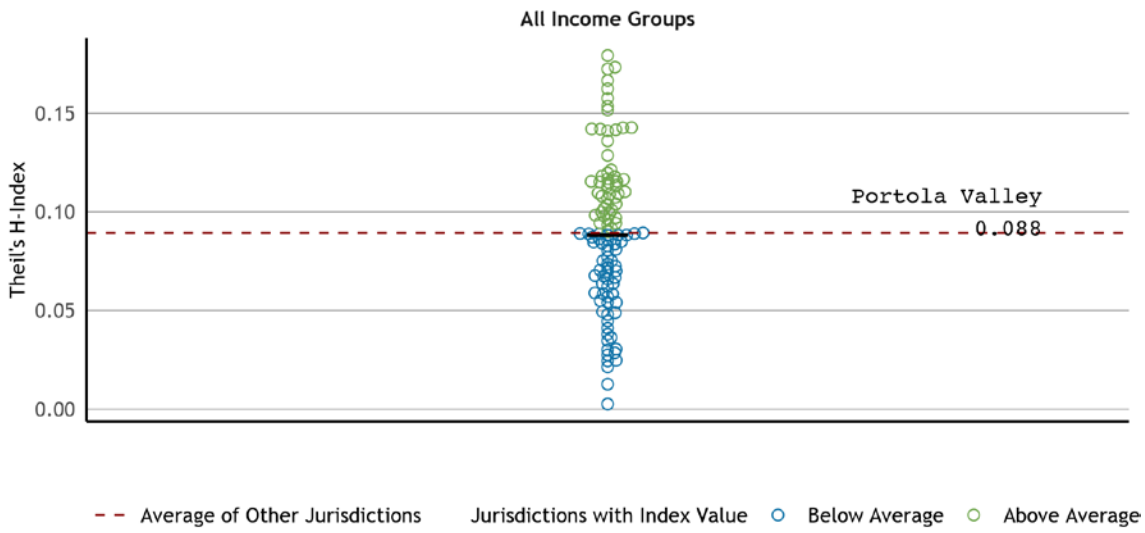


FIGURE 28: INCOME GROUP THEIL'S H INDEX VALUES FOR PORTOLA VALLEY COMPARED TO OTHER BAY AREA JURISDICTIONS (2015)

Universe: Bay Area Jurisdictions.
Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.

Regional Income Segregation (between Portola Valley and other jurisdictions)

At the regional level, segregation is measured between jurisdictions instead of between neighborhoods. Income dot maps are not only useful for examining neighborhood income segregation within a jurisdiction, but these maps can also be used to explore income demographic differences between jurisdictions in the region. Figure 29 below presents an income dot map showing the spatial distribution of income groups in Portola Valley as well as in nearby Bay Area jurisdictions.

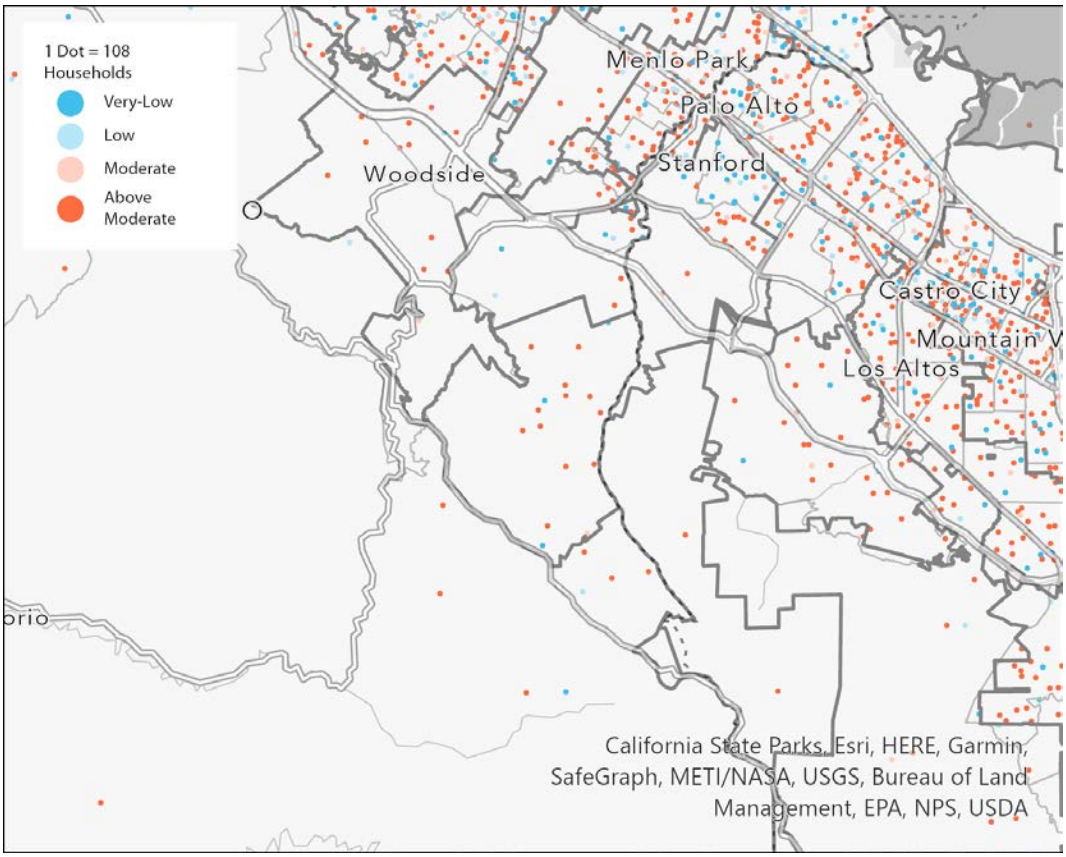


FIGURE 29: INCOME DOT MAP OF PORTOLA VALLEY AND SURROUNDING AREAS (2015)

Universe: Population.
Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.
Note: The plot shows the income group distribution at the census block group level for Town of Portola Valley and vicinity. Dots in each block group are randomly placed and should not be construed as actual placement of individuals.

When looking at income segregation between jurisdictions in the Bay Area, one can examine how Portola Valley differs from the region. The income demographics in Portola Valley for the years 2010 and 2015 can be found in Table 9 below. The table also provides the income composition of the nine-county Bay Area in 2015. As of that year, Portola Valley had a lower share of very low-income residents than the Bay Area as a whole, a lower share of low-income residents, a lower share of moderate-income residents, and a higher share of above moderate-income residents.

TABLE 9 POPULATION BY INCOME GROUP, PORTOLA VALLEY, AND THE REGION

	Portola Valley		Bay Area
Income Group	**2010**	**2015**	**2015**
Very Low-Income (<50% AMI)	7.68%	11.09%	28.7%
Low-Income (50%-80% AMI)	10.12%	10.53%	14.3%
Moderate-Income (80%-120% AMI)	7.1%	9.29%	17.6%
Above Moderate-Income (>120% AMI)	75.1%	69.09%	39.4%

Universe: Population.
Source: Data for 2015 is from Housing U.S. Department of and Urban Development, American Community Survey 5-Year 2011-

2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2006-2010 Low- and Moderate-Income Summary Data.

Figure 30 below compares the income demographics in Portola Valley to other Bay Area jurisdictions. Like the chart in Figure 29, each dot represents a Bay Area jurisdiction. For each income group, the spread of dots represents the range of that group's representation among Bay Area jurisdictions. The smallest range is among jurisdictions' moderate-income populations, while Bay Area jurisdictions vary the most in the share of their population that is above moderate-income. Additionally, the black lines within each income group note the percentage of Portola Valley population represented by that group and how that percentage ranks among other jurisdictions. Portola Valley has a much lower number of Very Low-Income residents compared to the Bay Area, with a rank of 98th lowest out of 109 jurisdictions. The number of low income and moderate-income residents is also low. The number of above moderate-income residents is notably high, with a rank of 14 in the Bay Area.

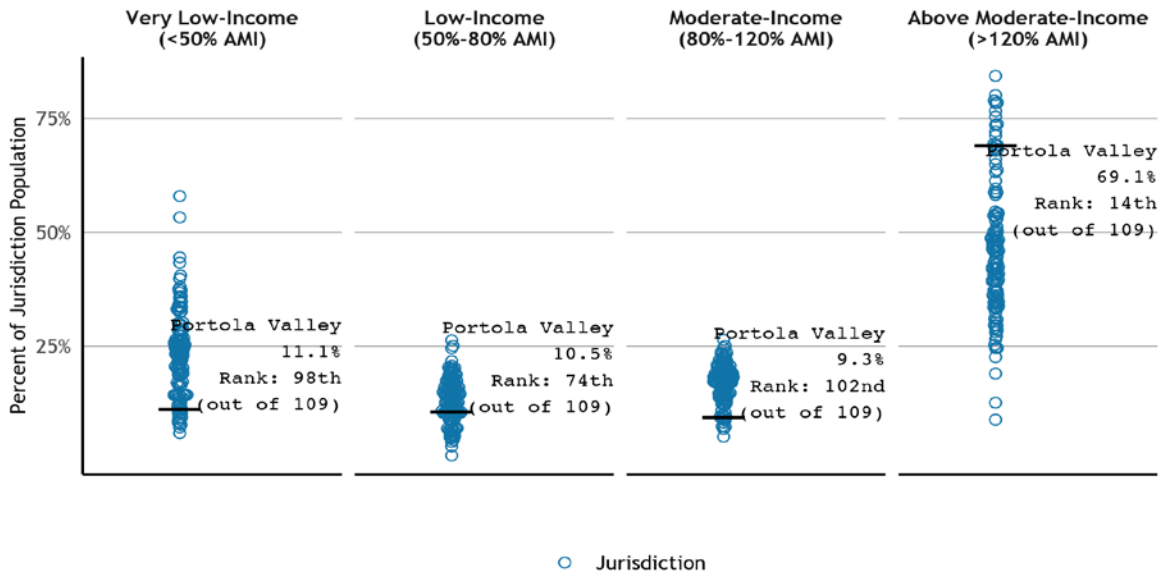


FIGURE 30: INCOME DEMOGRAPHICS OF PORTOLA VALLEY COMPARED TO OTHER BAY AREA JURISDICTIONS (2015)

Universe: Bay Area Jurisdictions.
Source: U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data.

Income segregation between jurisdictions in the region can also be analyzed by calculating regional values for the segregation indices discussed previously. Similar to the regional racial segregation measures shown in Table 5, Table 10 presents dissimilarity index, isolation index, and Theil's H index values for income segregation for the entire nine-county Bay Area in 2010 and 2015. In the previous section of this report focused on neighborhood level income segregation, segregation indices were calculated by comparing the income demographics of the census tracts within a jurisdiction to the demographics of the jurisdiction as a whole. In Table 10, these measures are calculated by comparing the income demographics of local jurisdictions to the region's income group makeup. For example, looking at 2015 data, Table 10 shows the regional isolation index value for very low-income residents

is 0.315 for 2015, meaning that on average very low-income Bay Area residents live in a jurisdiction that is 31.5% very low-income. The regional dissimilarity index for lower-income residents and other residents is 0.194 in 2015, which means that across the region 19.4% of lower-income residents would need to move to a different jurisdiction to create perfect income group integration in the Bay Area as a whole. The regional value for the Theil's H index measures how diverse each Bay Area jurisdiction is compared to the income group diversity of the whole region. A Theil's H Index value of 0 would mean all jurisdictions within the Bay Area have the same income demographics as the entire region, while a value of 1 would mean each income group lives exclusively in their own separate jurisdiction. The regional Theil's H index value for income segregation decreased slightly between 2010 and 2015, meaning that income groups in the Bay Area are now slightly less separated by the borders between jurisdictions.

TABLE 10: REGIONAL INCOME SEGREGATION MEASURES

Index	Group	2010	2015
Isolation Index Regional Level	Very Low-Income (<50% AMI)	0.277	0.315
	Low-Income (50%-80% AMI)	0.157	0.154
	Moderate-Income (80%-120% AMI)	0.185	0.180
	Above Moderate-Income (>120% AMI)	0.467	0.435
Dissimilarity Index Regional Level	Below 80% AMI vs. Above 80% AMI	0.186	0.194
	Below 50% AMI vs. Above 120% AMI	0.238	0.248
Theil's H Multi-income	All Income Groups	0.034	0.032

Universe: Population.
Source: Data for 2015 is from U.S. Department of Housing and Urban Development, American Community Survey 5-Year 2011-2015 Low- and Moderate-Income Summary Data. Data for 2010 is from U.S. Department of Housing and Urban Development, American Community Survey 5\-Year 2006-2010 Low- and Moderate-Income Summary Data.

4.3.3 SEGREGATION OF SPECIAL NEEDS HOUSEHOLDS IN TOWN OF PORTOLA VALLEY

As mentioned at the beginning of the section on Segregation and Integration, segregation is not solely a racial matter. Segregation can also occur by familial status or for persons with disabilities who have limited interaction outside of congregate and/or institutional facilities. This section evaluates segregation of these segments of the population.

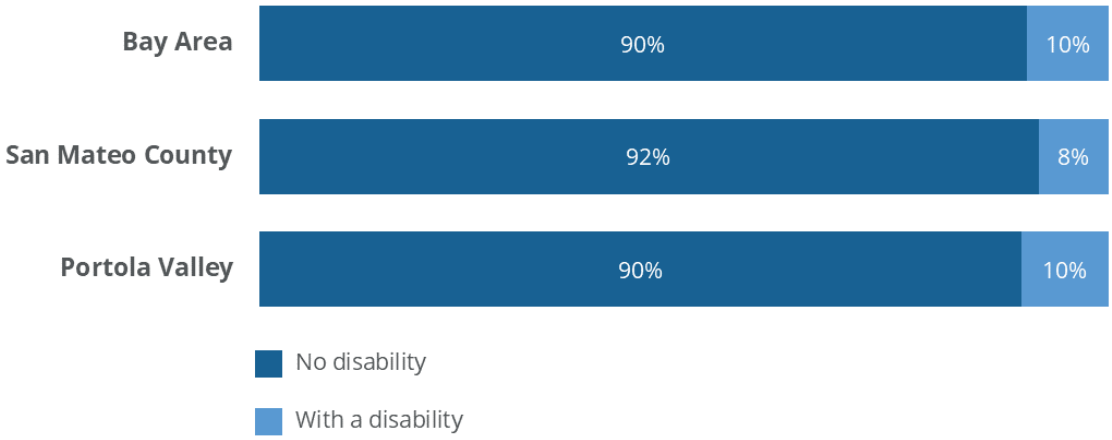
Disability Status

The **share of the population living with at least one disability is 10% in the Portola Valley** compared to 8% in San Mateo County. No census tracts in the community have a concentration of people with a disability though the tract to the immediate East of Portola Valley does have a 10% to 20% share of the population living with a disability (see Figure 31). Geographic concentrations of

people living with a disability may indicate the area has ample **access to services, amenities, and transportation that support this population.**

FIGURE 31: SHARE OF POPULATION BY DISABILITY STATUS, 2019

Source: ABAG Housing Needs Data Workbook



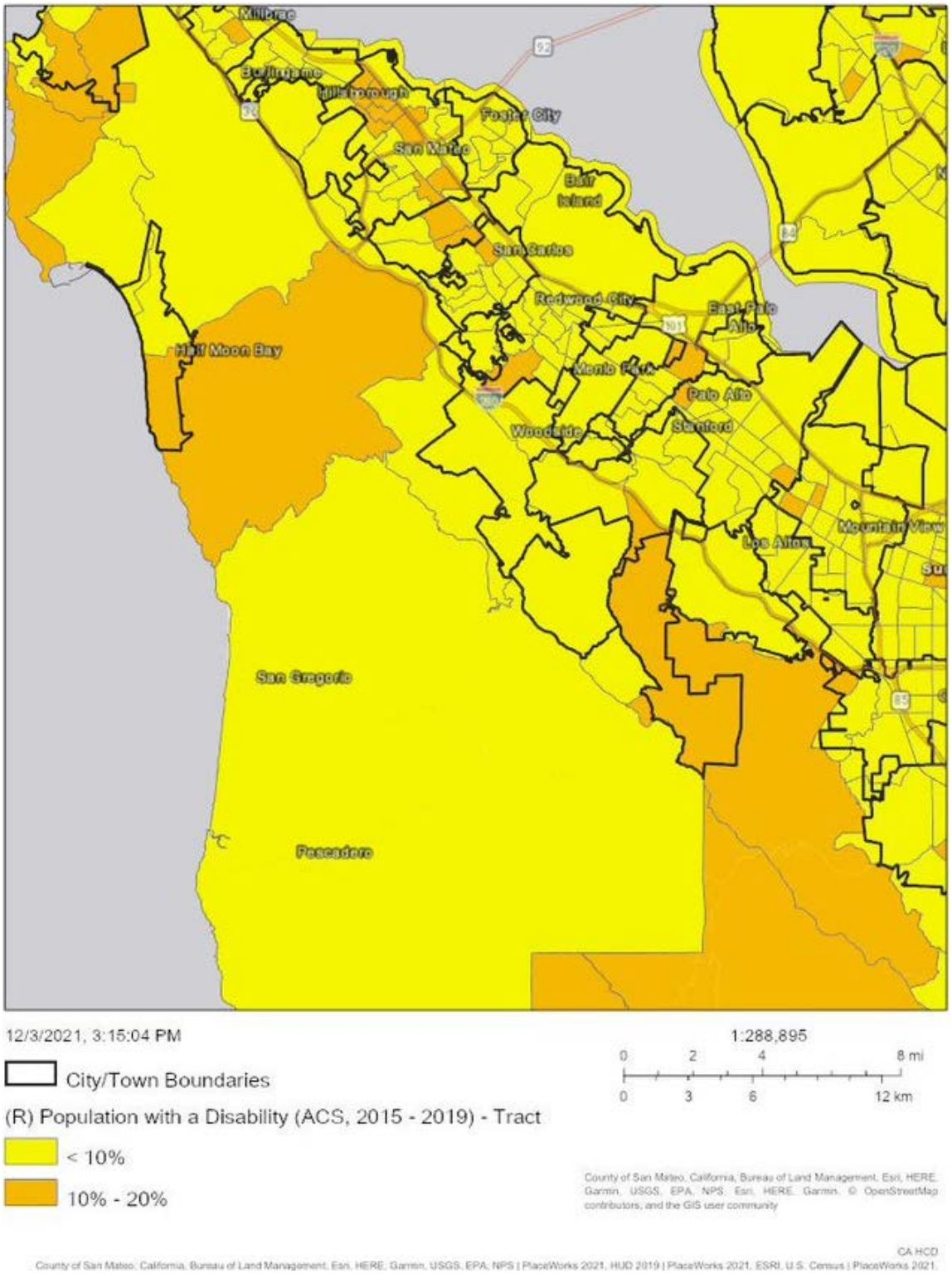


FIGURE 32: PERCENT OF POPULATION WITH A DISABILITY BY CENSUS TRACT, 2019

Source: California Department of Housing and Community Development AFFH Data Viewer

Familial Status

Portola Valley is home to **more single-person households** than the county, with 25% of households compared to only 22% in the County (see Figure 33). Additionally, there are **more married-couple families in Portola Valley (64%), offset** by fewer single parent households and fewer non-family multiple-person households.

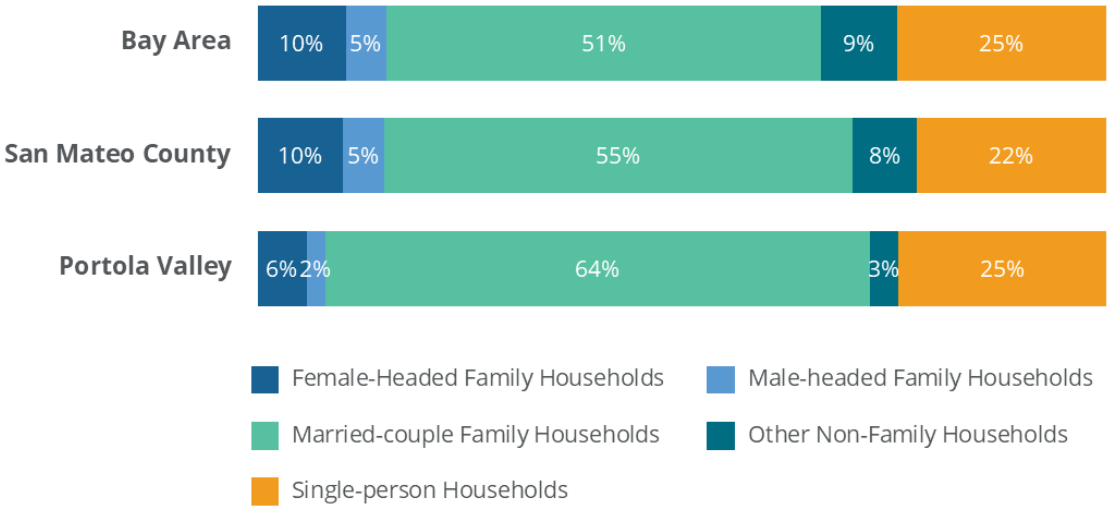


FIGURE 33: SHARE OF HOUSEHOLDS BY TYPE, 2019

Source: ABAG Housing Needs Data Workbook

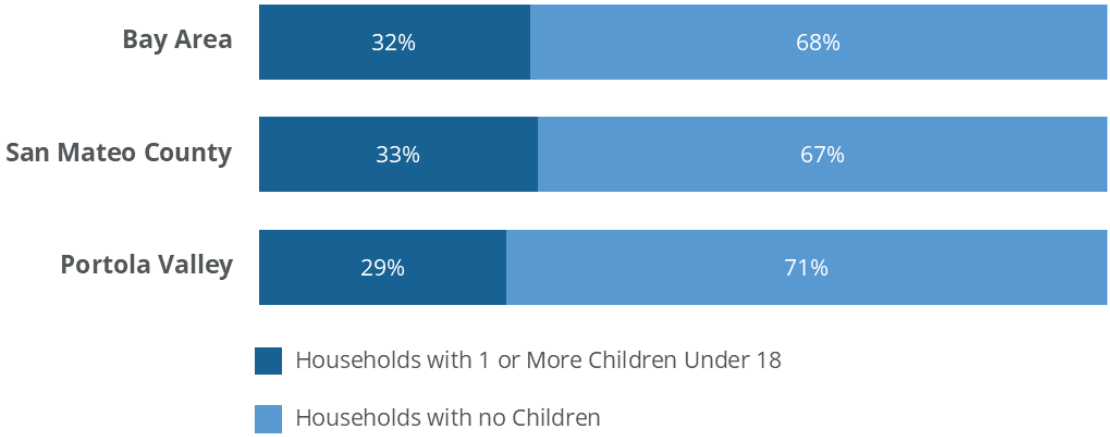


FIGURE 34: SHARE OF HOUSEHOLDS BY PRESENCE OF CHILDREN (LESS THAN 18 YEARS OLD), 2019

Source: ABAG Housing Needs Data Workbook

Familial status can indicate specific housing needs and preferences. A larger number of nonfamily or single person households indicates a higher share of seniors living alone, young adults living alone or

with roommates, and unmarried partners. Higher shares of nonfamily households indicates an increased need for one and two bedroom units.

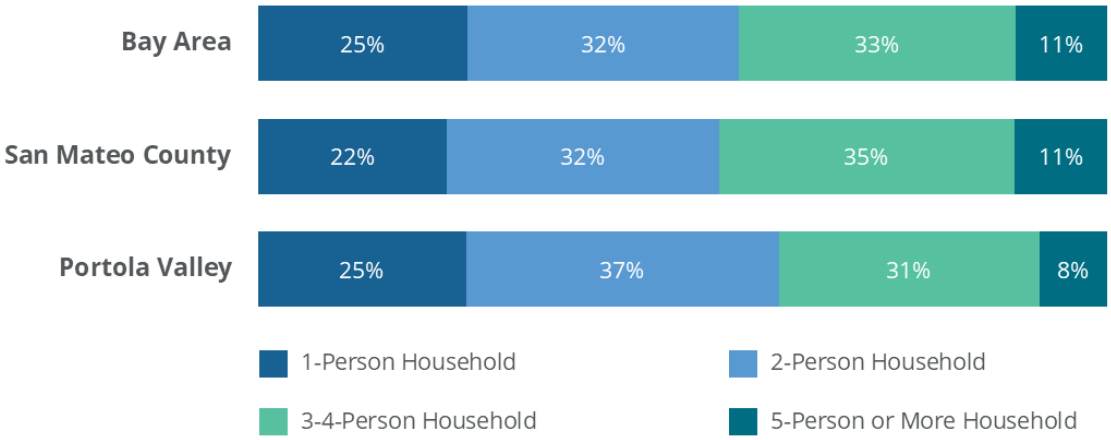


FIGURE 35: SHARE OF HOUSEHOLDS BY SIZE, 2019

Source: ABAG Housing Needs Data Workbook

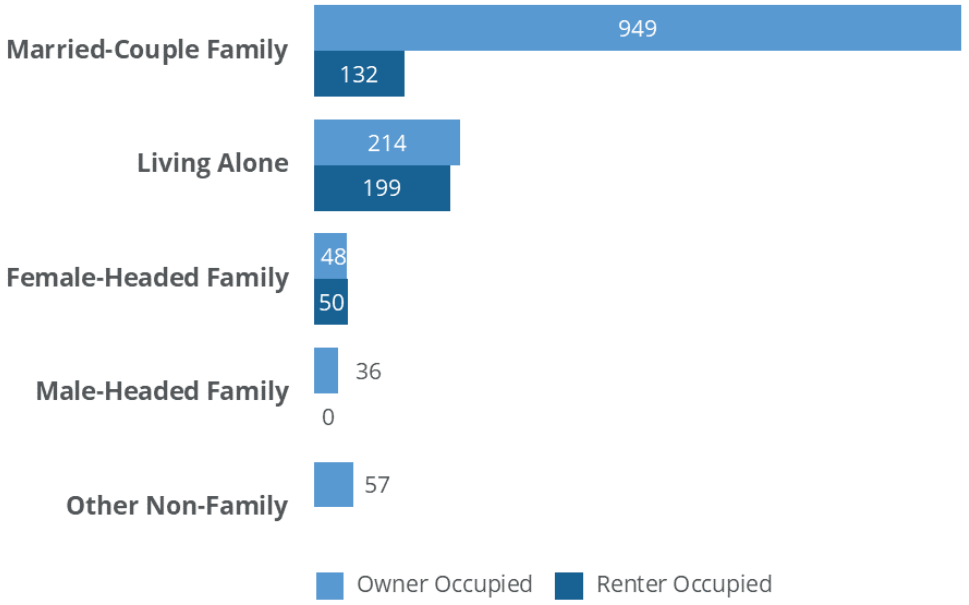


FIGURE 36: HOUSING TYPE BY TENURE, PORTOLA VALLEY, 2019

Source: ABAG Housing Needs Data Workbook

The vast majority of married couple households live in owner occupied housing; however residents living alone are nearly equally split between renting and owning. **Despite most households being comprised of two people or fewer, most housing units in Portola Valley have 3 to 4 bedrooms (see Figure 37).** This trend is consistent with Portola Valley being an owner-majority, affluent community.

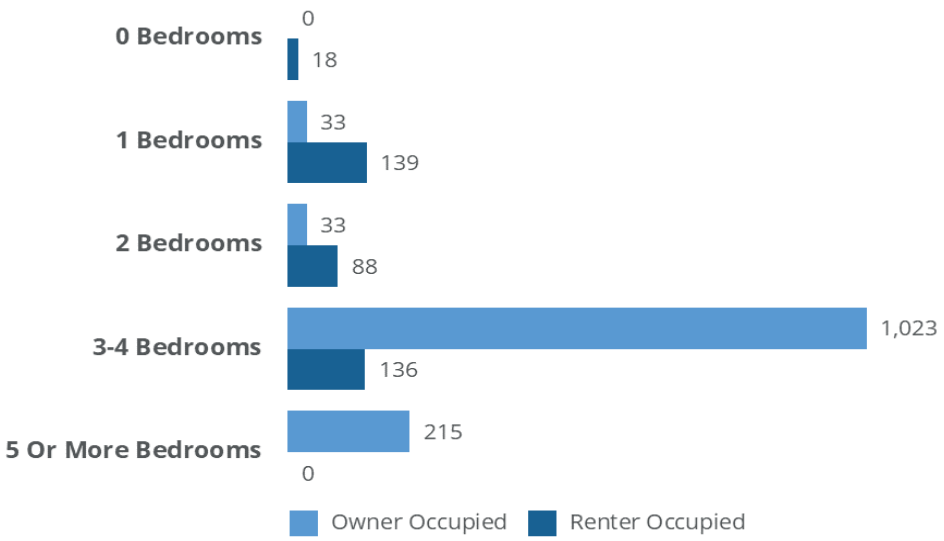
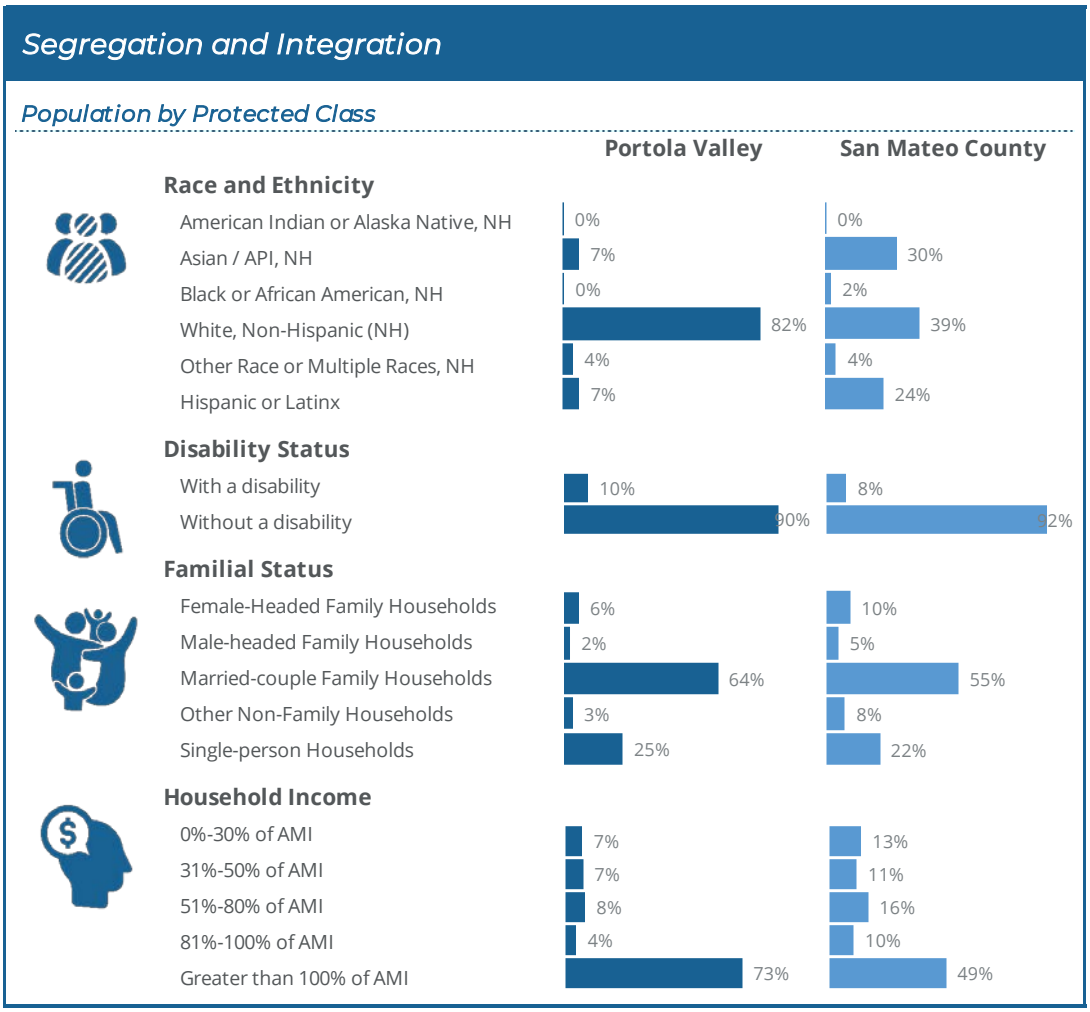


FIGURE 37: HOUSING UNITS BY NUMBER OF BEDROOMS AND TENURE, PORTOLA VALLEY, 2019

Source: ABAG Housing Needs Data Workbook



Racially or Ethnically Concentrated Areas of Poverty and Affluence

Racially Concentrated Area of Poverty or an Ethnically Concentrated Area of Poverty (R/ECAP) and Racially Concentrated Areas of Affluence (RCAAs) represent opposing ends of the segregation spectrum from racially or ethnically segregated areas with high poverty rates to affluent predominantly White neighborhoods. Historically, HUD has paid particular attention to R/ECAPs as a focus of policy and obligations to AFFH. Recent research out of the University of Minnesota Humphrey School of Public Affairs argues for the inclusion of RCAAs to acknowledge current and past policies that created and perpetuate these areas of high opportunity and exclusion.[18]

It is important to note that R/ECAPs and RCAAs are not areas of focus because of racial and ethnic concentrations alone. This study recognizes that racial and ethnic clusters can be a part of fair housing choice if they occur in a non-discriminatory market. Rather, R/ECAPs are meant to identify areas where residents may have historically faced discrimination and continue to be challenged by limited economic opportunity, and conversely, RCAAs are meant to identify areas of particular advantage and exclusion.

R/ECAPs

HCD and HUD's definition of a Racially/Ethnically Concentrated Area of Poverty is:

- A census tract that has a non-White population of 50 percent or more (majority-minority) or, for non-urban areas, 20 percent, AND a poverty rate of 40 percent or more; OR
- A census tract that has a non-white population of 50 percent or more (majority-minority) AND the poverty rate is three times the average tract poverty rate for the County, whichever is lower.

Source: California Department of Housing and Community Development Guidance, 2021.

For this study, the poverty threshold used to qualify a tract as an R/ECAP was three times the average census tract poverty rate countywide—or 19.1%. In addition to R/ECAPs that meet the HUD threshold, this study includes edge or emerging R/ECAPs which hit two thirds of the HUD defined threshold for poverty—emerging R/ECAPs in San Mateo County have two times the average tract poverty rate for the county (12.8%).

In 2010 there were three census tracts that qualify as R/ECAPs (19.4% poverty rate) in the county and 11 that qualify as edge R/ECAPs (13% poverty rate). None of the R/ECAPs were located in Portola Valley in 2010.

In 2019 there were two census tracts that qualify as R/ECAPs (19.1% poverty rate) in the county and 14 that qualify as edge R/ECAPs (12.8% poverty rate)—which means they are majority minority and have a poverty rate two times higher than the countywide census tract average. **None of the R/ECAPs or edge R/ECAPs are located in Portola Valley.**

[18] Goetz, E. G., Damiano, A., & Williams, R. A. (2019). Racially Concentrated Areas of Affluence: A Preliminary Investigation. Cityscape: A Journal of Policy Development and Research, 21(1), 99–124

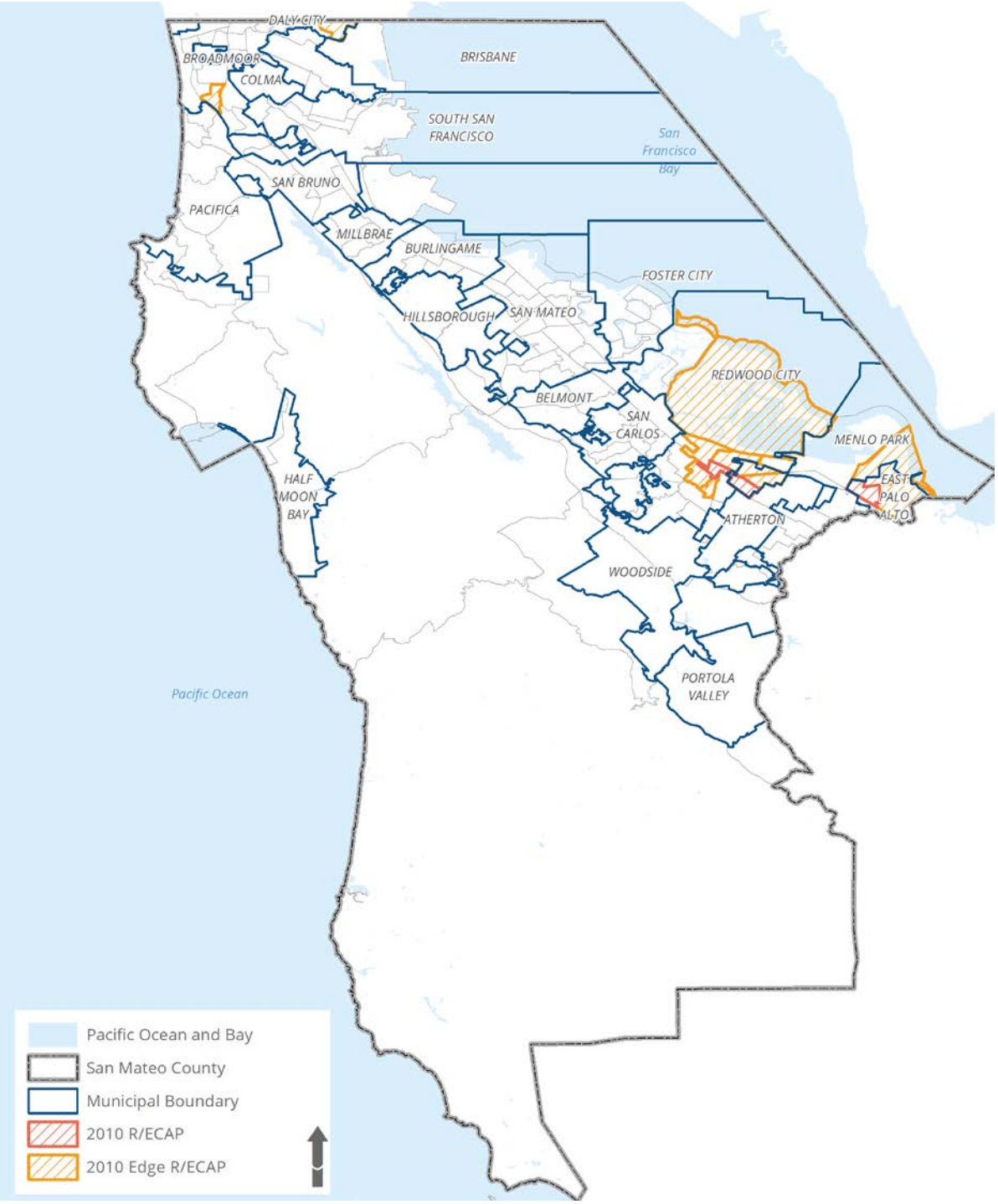


FIGURE 38: R/ECAPS AND EDGE R/ECAPS, 2010

Note: R/ECAPs are census tracts that have a non-white population of 50 percent or more (majority-minority) AND the poverty rate is three times the average tract poverty rate for the County (19.4% in 2010). Edge R/ECAPs are census tracts that have a non-white population of 50 percent or more (majority-minority) AND the poverty rate is two times the average tract poverty rate for the County (13% in 2010).
Source: California Department of Housing and Community Development AFFH Data Viewer.

5. ACCESS TO OPPORTUNITY

This section discusses disparities in access to opportunity among protected classes including access to quality education, employment, transportation, and environment.

ACCESS TO OPPORTUNITY

"Access to opportunity is a concept to approximate place-based characteristics linked to critical life outcomes. Access to opportunity oftentimes means both improving the quality of life for residents of low-income communities, as well as supporting mobility and access to 'high resource' neighborhoods. This encompasses education, employment, economic development, safe and decent housing, low rates of violent crime, transportation, and other opportunities, including recreation, food and healthy environment (air, water, safe neighborhood, safety from environmental hazards, social services, and cultural institutions)."

Source: California Department of Housing and Community Development Guidance, 2021, page 34.

The California Tax Credit Allocation Committee (TCAC) in collaboration with HCD developed a series of opportunity maps that help to identify areas of the community with good or poor access to opportunity for residents. These maps were developed to align funding allocations with the goal of improving outcomes for low-income residents—particularly children.

The opportunity maps highlight areas of highest resource, high resource, moderate resource, moderate resource (rapidly changing), low resource and high segregation and poverty. TCAC provides opportunity maps for access to opportunity in quality education, employment, transportation, and environment. Opportunity scores are presented on a scale from zero to one and the higher the number, the more positive the outcomes.

5.1 EDUCATION

TCAC's education score is based on math proficiency, reading proficiency, high school graduation rates, and the student poverty rate. According to TCAC's educational opportunity map, the entirety of Portola Valley has a very high education outcome (index value over 0.75)—opportunity scores are presented on a scale from zero to one and the higher the number, the more positive the outcomes.

Portola Valley is served by the Sequoia Union High School District and the Portola Valley Elementary School District. Sequoia Union increased enrollment by 18% from 2010 to 2020 but the **elementary district enrollment decreased by 30%** over the same time. Both districts lost students during the COVID pandemic.

Portola Valley Elementary School District (66%) and Woodside Elementary School District (64%) had the highest share of White students, making them **among the least racially and ethnically diverse districts in the county.** Portola Valley has the least diverse faculty and staff in the county, with 59% identifying as White.

Overall, 29% of public school students in San Mateo County qualify for reduced or free lunch. This rate was substantially lower in districts like Hillsborough Elementary, San Carlos Elementary, Portola Valley Elementary, Las Lomitas Elementary, Belmont-Redwood Shores, and Menlo Park City Elementary,

where each had less than 10% of students qualify for free or reduced lunch. This means that these districts serve very few low-income students.

Many high schoolers in the county met admission standards for a University of California (UC) or California State University (CSU) school. Of the high school districts in San Mateo County, Sequoia Union had the highest rate of graduates who met such admission standards at 69% followed by San Mateo Union High with 68%. **Pacific Islander, Black, and Hispanic students in the Sequoia Union district were substantially less likely to meet the admission standards,** with rates of 38%, 50%, and 55% respectively.

Overall, Sequoia Union High School has one of the highest dropout rates—10% of students—compared to other districts in the county. Still, **dropout rates among Hispanic (16%), Black (12%), and Pacific Islander (20%) students are even higher.**

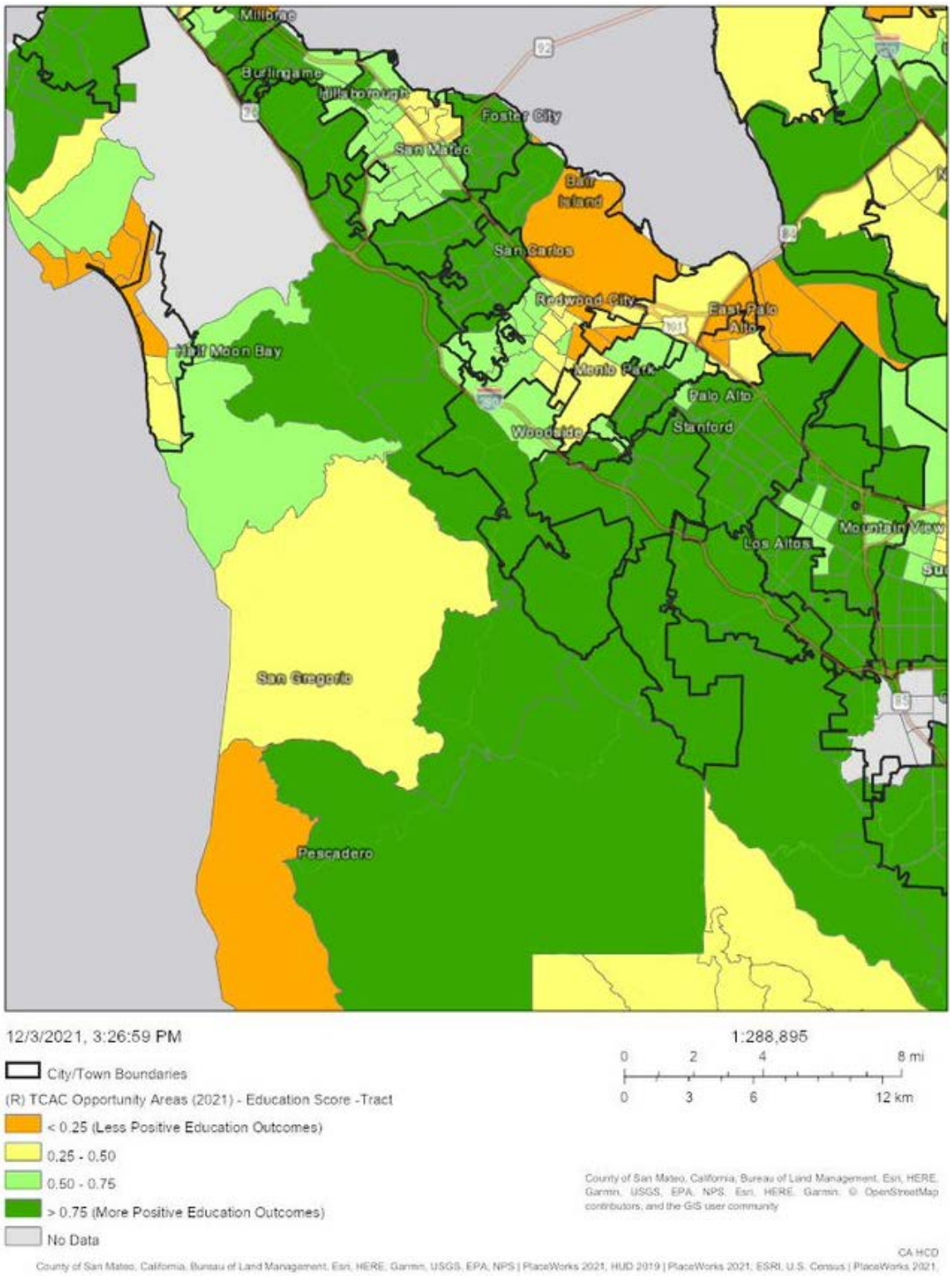


FIGURE 39: TCAC OPPORTUNITY AREAS EDUCATION SCORE BY CENSUS TRACT, 2021

Source: California Department of Housing and Community Development AFFH Data Viewer

5.2 EMPLOYMENT

The top three industries by number of jobs in Portola Valley include **health and educational services, professional and managerial services, and arts and recreation services.**

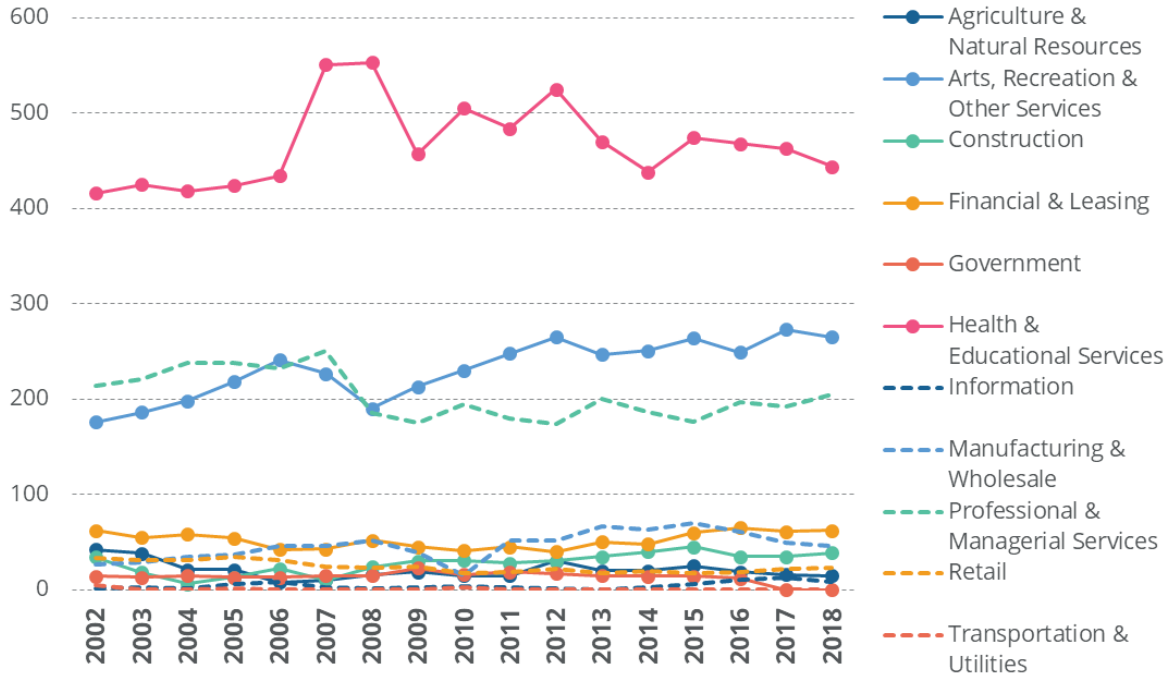


FIGURE 40: JOBS BY INDUSTRY, PORTOLA VALLEY, 2002-2018

Source: ABAG Housing Needs Data Workbook

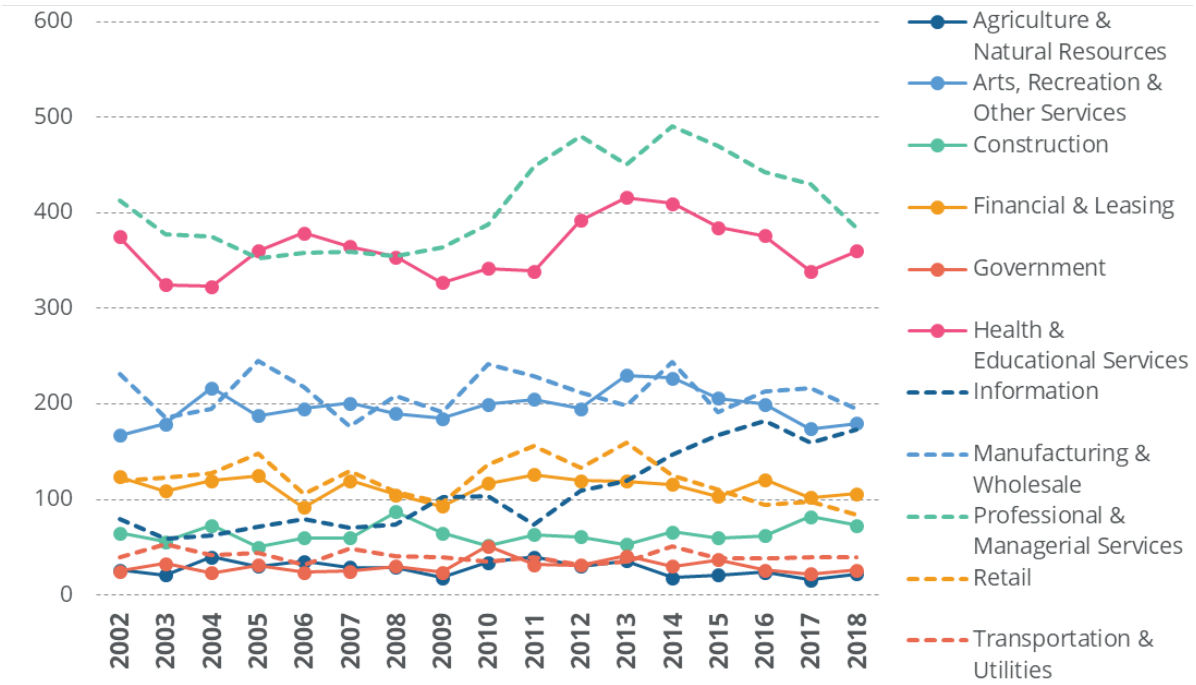


FIGURE 41: JOB HOLDERS BY INDUSTRY, PORTOLA VALLEY, 2002-2018

Source: ABAG Housing Needs Data Workbook

The Town has a much lower job-to-household ratio when compared to the county at 0.63 and 1.59 respectively—which means there are fewer employment opportunities per household in Portola Valley. This trend, combined with low unemployment, indicates high out-commuting and/or retired households.

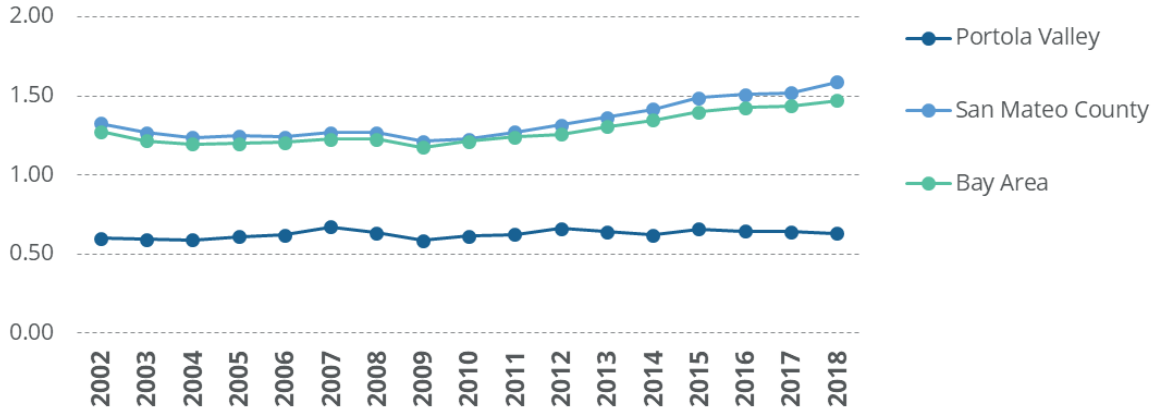


FIGURE 42: JOBS TO HOUSEHOLD RATIO, PORTOLA VALLEY, 2002-2018

Source: ABAG Housing Needs Data Workbook

HUD's job proximity index shows Portola Valley to have a **moderate proximity to jobs.** On a scale from zero to 100 where 100 is the closest proximity to jobs, block groups within the town score between 40 and 80.

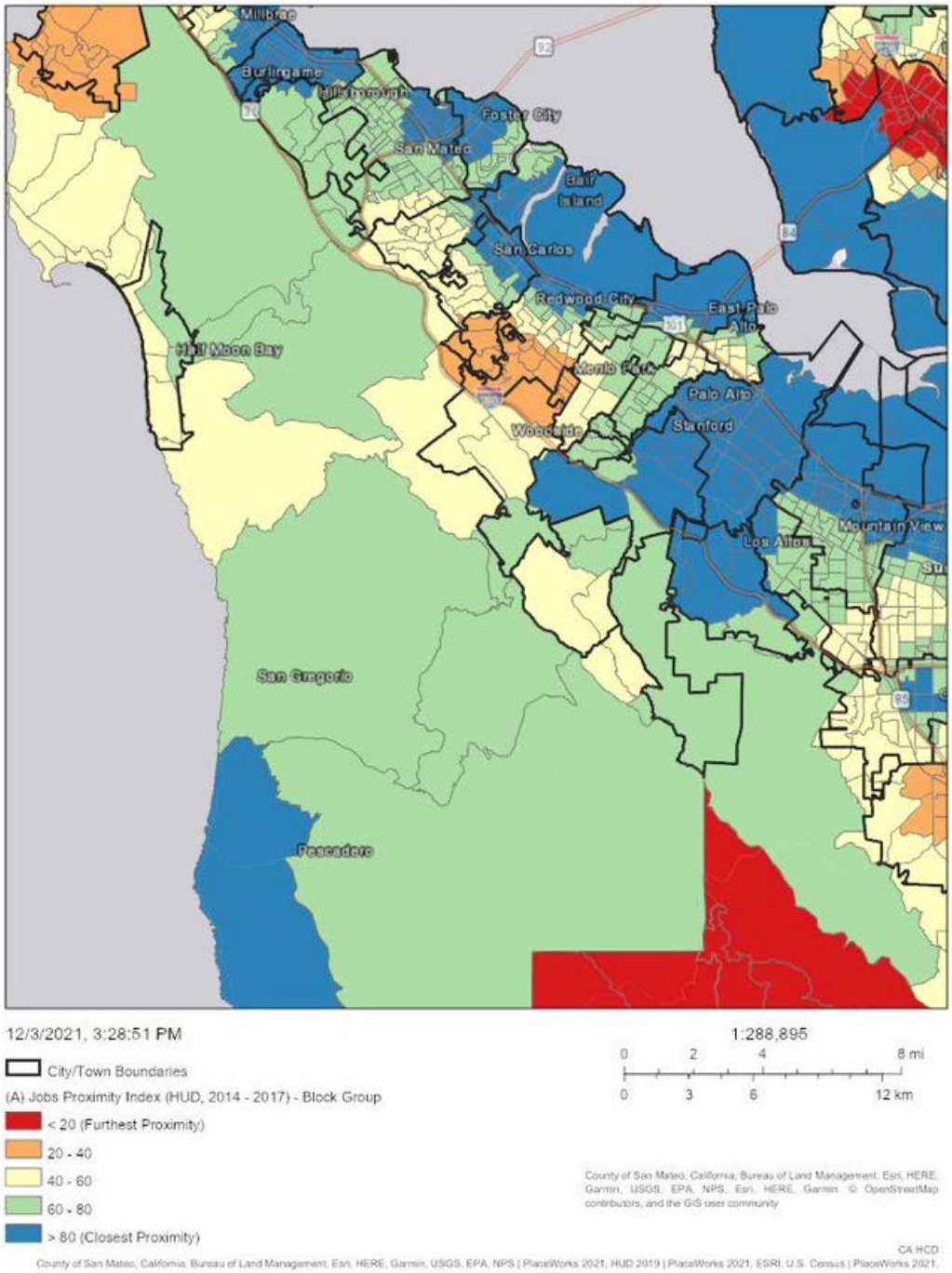


FIGURE 43: JOBS PROXIMITY INDEX BY BLOCK GROUP, 2017

Source: California Department of Housing and Community Development AFFH Data Viewer

5.3 TRANSPORTATION

This section provides a summary of the transportation system that serves the broader region including emerging trends and data relevant to transportation access in the town. The San Mateo County Transit District acts as the administrative body for transit and transportation programs in the county including SamTrans and the Caltrain commuter rail. SamTrans provides bus services in San Mateo County, including Redi-Wheels paratransit service.

In 2018, the Metropolitan Transportation Commission (MTC), which covers the entire Bay Area, adopted a coordinated public transit and human services transportation plan. While developing the coordinated plan, the MTC conducted extensive community outreach about transportation within the area. That plan—which was developed by assessing the effectiveness of how well seniors, persons with disabilities, veterans, and people with low incomes are served—was reviewed to determine gaps in services in Portola Valley and the county overall. Below is a summary of comments relevant to San Mateo County; no comments specific to Portola Valley were included in the report.

> *"San Mateo's [Paratransit Coordinating Council] PCC and County Health System, as well as the Peninsula Family Service Agency provided feedback. The most common themes expressed had to do with pedestrian and bicycle needs at specific locations throughout the county, though some covered more general comments such as parked cars blocking sidewalk right-of-way and a desire for bike lanes to accommodate motorized scooters and wheelchairs. Transportation information, emerging mobility providers, and transit fares were other common themes.*
>
> *While some comments related to the use of car share, transportation network companies (TNCs), or autonomous vehicles as potential solutions, other comments called for the increased accessibility and affordability of these services in the meantime."*[19]

A partnership between the World Institute on Disability and the MTC created the research and community engagement project TRACS (Transportation Resilience, Accessibility & Climate Sustainability). The project's overall goal is to, "stimulate connection and communication between the community of seniors and people with disabilities together with the transportation system– the agencies in the region local to the San Francisco bay, served by MTC."[20]

As part of the TRACS outreach process, respondents were asked to share their compliments or good experiences with MTC transit. One respondent who had used multiple services said, **"it is my sense that SamTrans is the best Bay Area transit provider in terms of overall disability accommodation."**

The San Mateo County Transit District updated their Mobility Plan for Older Adults and People with Disabilities in 2018. According to the district, the **county's senior population is expected to grow more than 70% over the next 20 years and the district is experiencing unprecedented increases in paratransit ridership.** The plan is targeted at developing effective mobility programs for residents

[19] https://mtc.ca.gov/sites/default/files/MTC_Coordinated_Plan.pdf
[20] https://wid.org/transportation-accessibility/

with disabilities and older adults including viable alternatives to paratransit, partnerships, and leveraging funding sources.[21]

MTC also launched Clipper START—an 18-month pilot project— in 2020 which provides fare discounts on single transit rides for riders whose household income is no more than double the federal poverty level.[22]

5.4 ENVIRONMENT

TCAC's opportunity areas environmental scores are based on the CalEnviroScreen 3.0 indicators, which identify areas disproportionately vulnerable to pollution sources such as ozone, $PM_{2.5}$, diesel PM, pesticides, toxic release, traffic, cleanup sites, groundwater threats, hazardous waste, impaired water bodies, and solid waste sites.

Portola Valley **scores moderate to poorly on environmental outcomes** (0.25-0.5) though this score is similar to surrounding communities which have similar—or in some cases lower—scores. However, the **town scores relatively high compared to other areas of San Mateo County on the California Healthy Places Index (HPI)** developed by the Public Health Alliance of Southern California (PHASC). The HPI includes 25 community characteristics in eight categories including economic, social, education, transportation, neighborhood, housing, clean environment, and healthcare.[23]

[21] https://www.samtrans.com/Planning/Planning_and_Research/Mobility_Plan_for_Older_Adults_and_People_with_Disabilities.html
[22] https://mtc.ca.gov/planning/transportation/access-equity-mobility/clipperr-startsm
[23] https://healthyplacesindex.org/about/

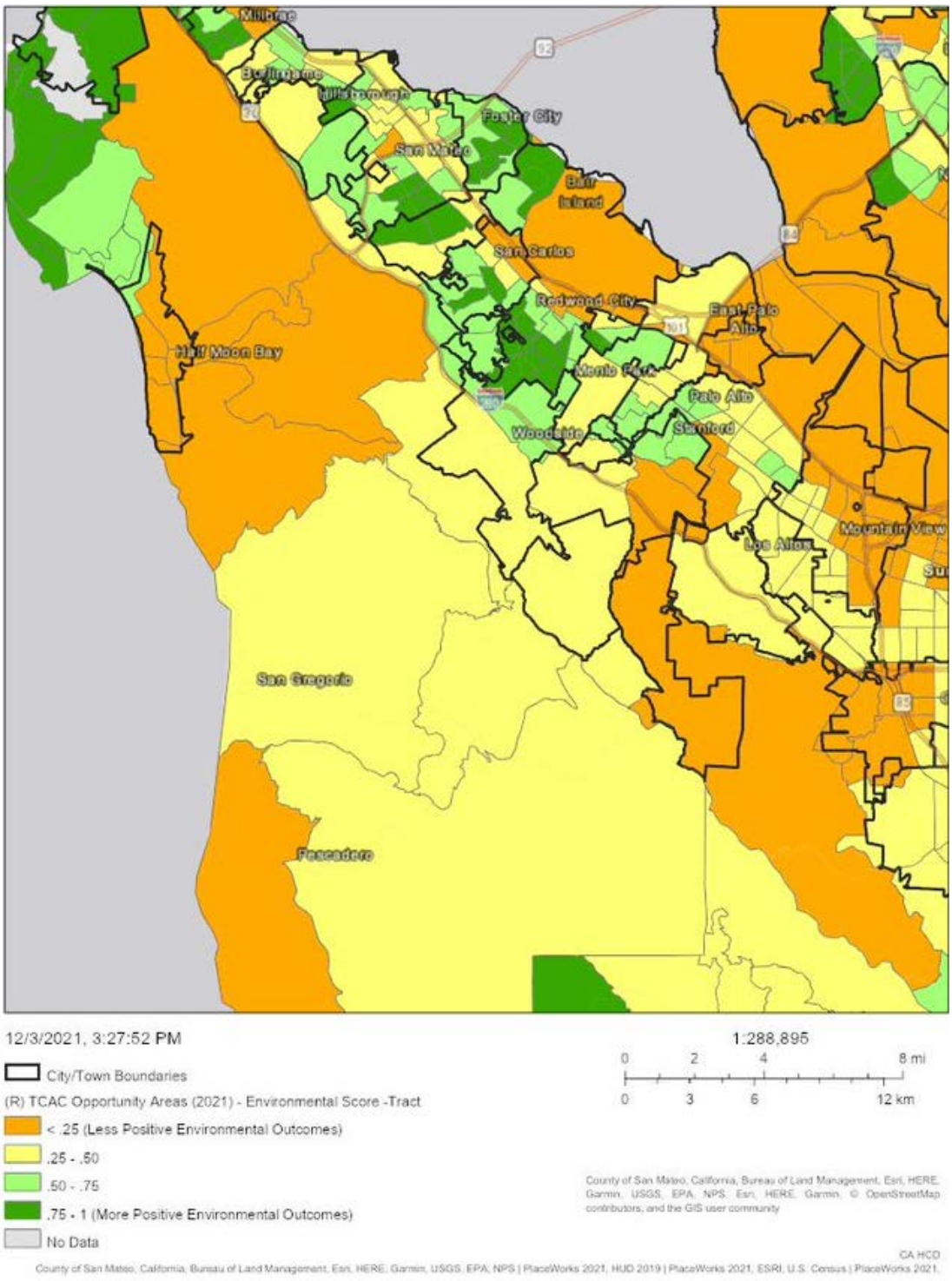


FIGURE 44: TCAC OPPORTUNITY AREAS ENVIRONMENTAL SCORE BY CENSUS TRACT, 2021

Source: California Department of Housing and Community Development AFFH Data Viewer

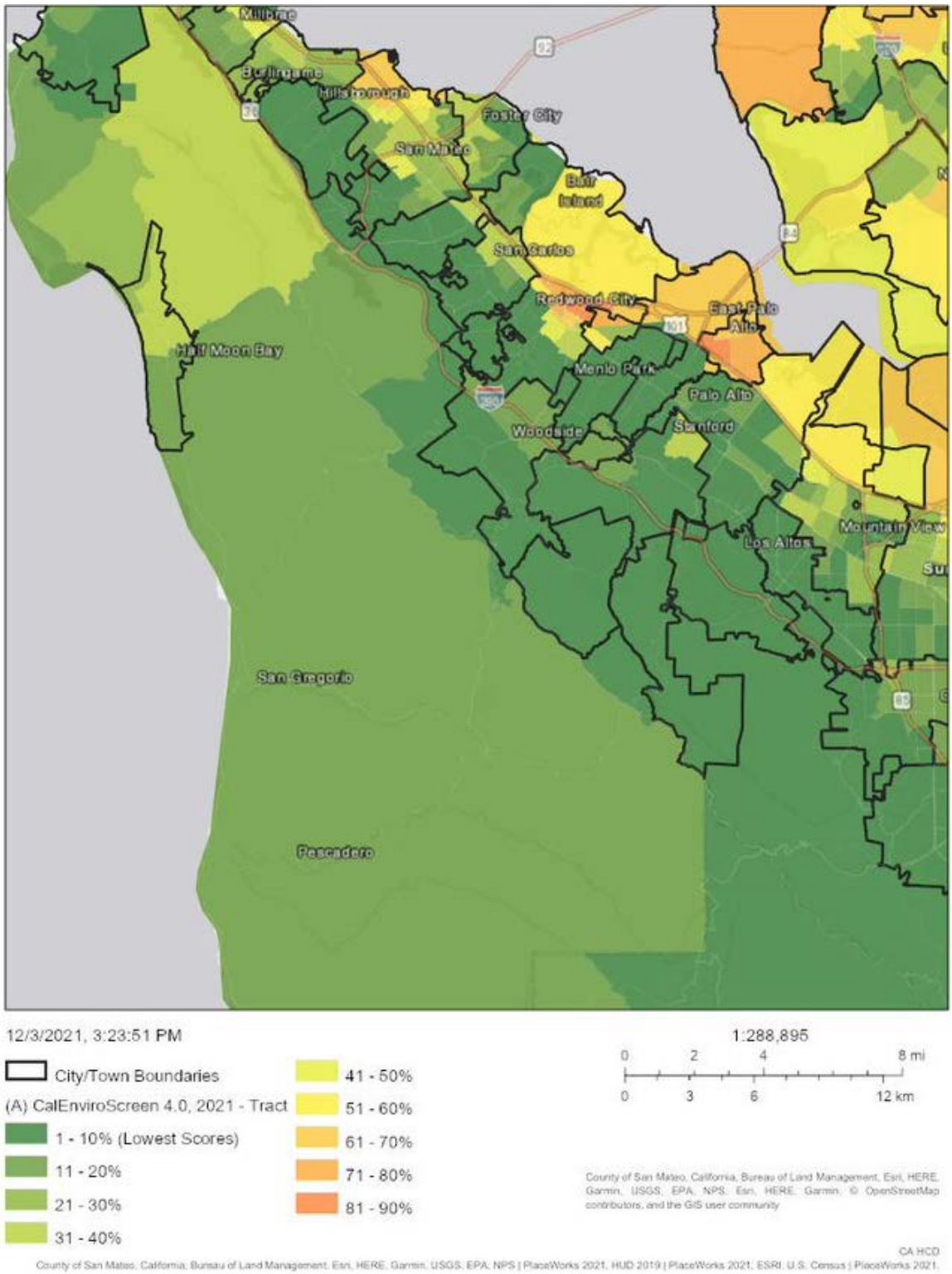


FIGURE 45: CALENVIROSCREEN BY CENSUS TRACT, 2021

Source: California Department of Housing and Community Development AFFH Data Viewer

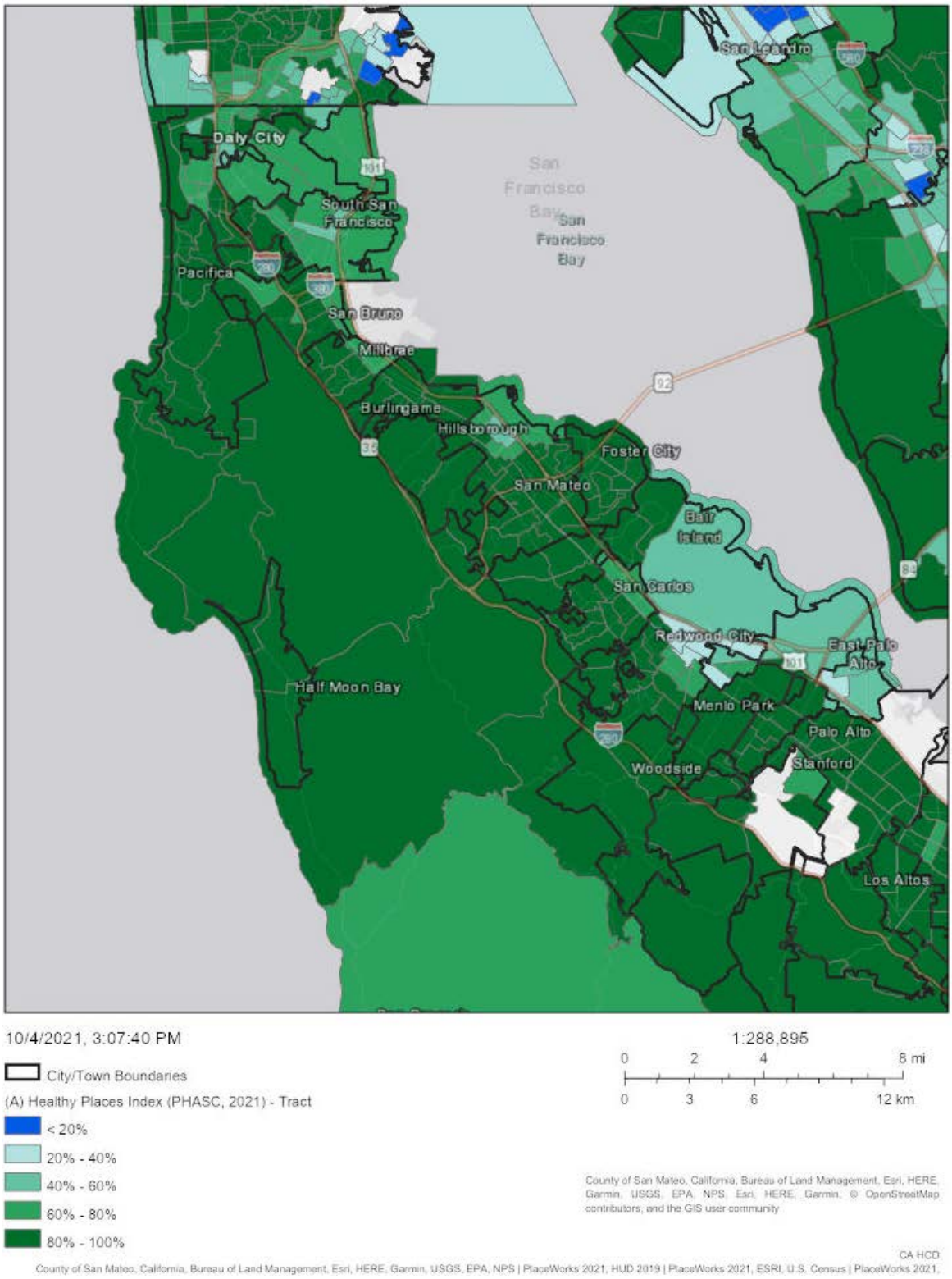


FIGURE 46: HEALTHY PLACES INDEX BY CENSUS TRACT, 2021

Source: California Department of Housing and Community Development AFFH Data Viewer

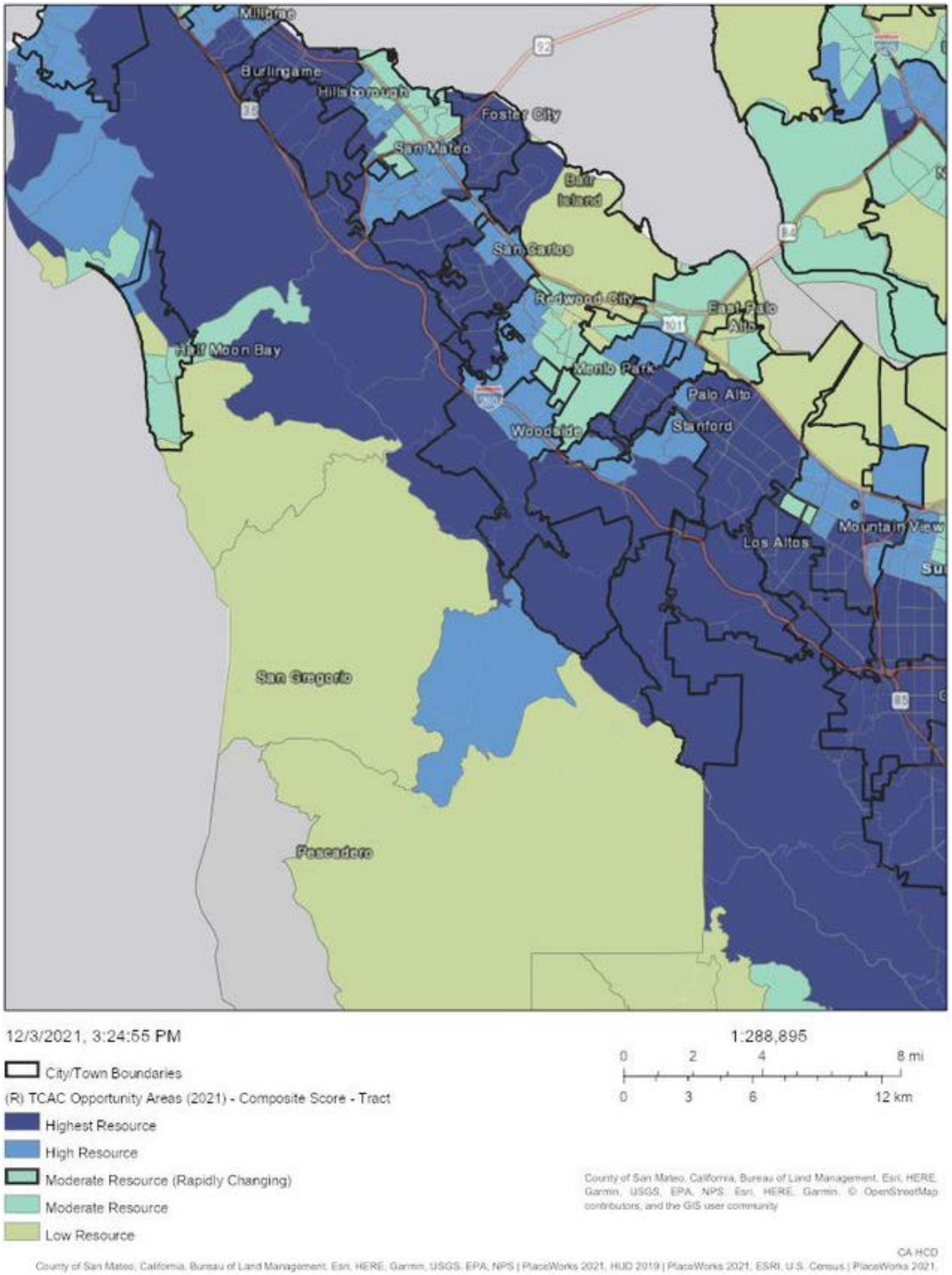


FIGURE 47: TCAC OPPORTUNITY AREAS COMPOSITE SCORE BY CENSUS TRACT, 2021

Source: California Department of Housing and Community Development AFFH Data Viewer

5.5 DISPARITIES IN ACCESS TO OPPORTUNITY

Countywide data show that racial and ethnic minorities are more likely to live in moderate resource areas compared to non-Hispanic White residents. All of Portola Valley is considered a "highest resource" area so racial/ethnic disparities are not evident within the community. However, the limited racial/ethnic diversity of Portola Valley may contribute to the countywide disparities in access to opportunity by race/ethnicity.

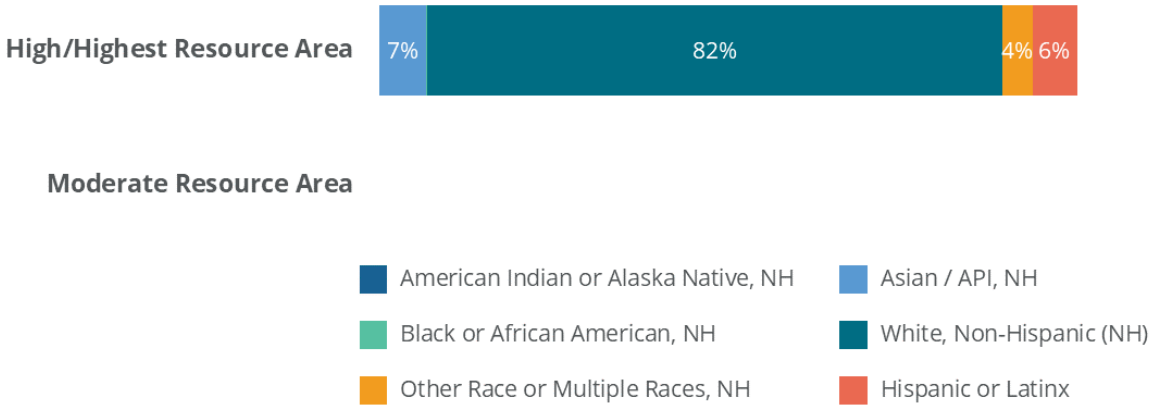


FIGURE 48: POPULATION LIVING IN MODERATE AND HIGH RESOURCE ARES BY RACE AND ETHNICITY, PORTOLA VALLEY, 2019

Note: All of Portola Valley is considered a High Resource Area
Source: ABAG Housing Needs Data Workbook

The Social Vulnerability Index (SVI) provided by the Center for Disease Control (CDC)—ranks census tracts based on their ability to respond to a disaster—includes four themes of socioeconomic status, household composition, race or ethnicity, and housing and transportation. Again, **Portola Valley is considered a "low vulnerability" area.**

Portola Valley does not have any disadvantaged communities as defined under SB 535 as, "the top 25% scoring areas from CalEnviroScreen along with other areas with high amounts of pollution and low populations."[24]

[24] https://oehha.ca.gov/calenviroscreen/sb535

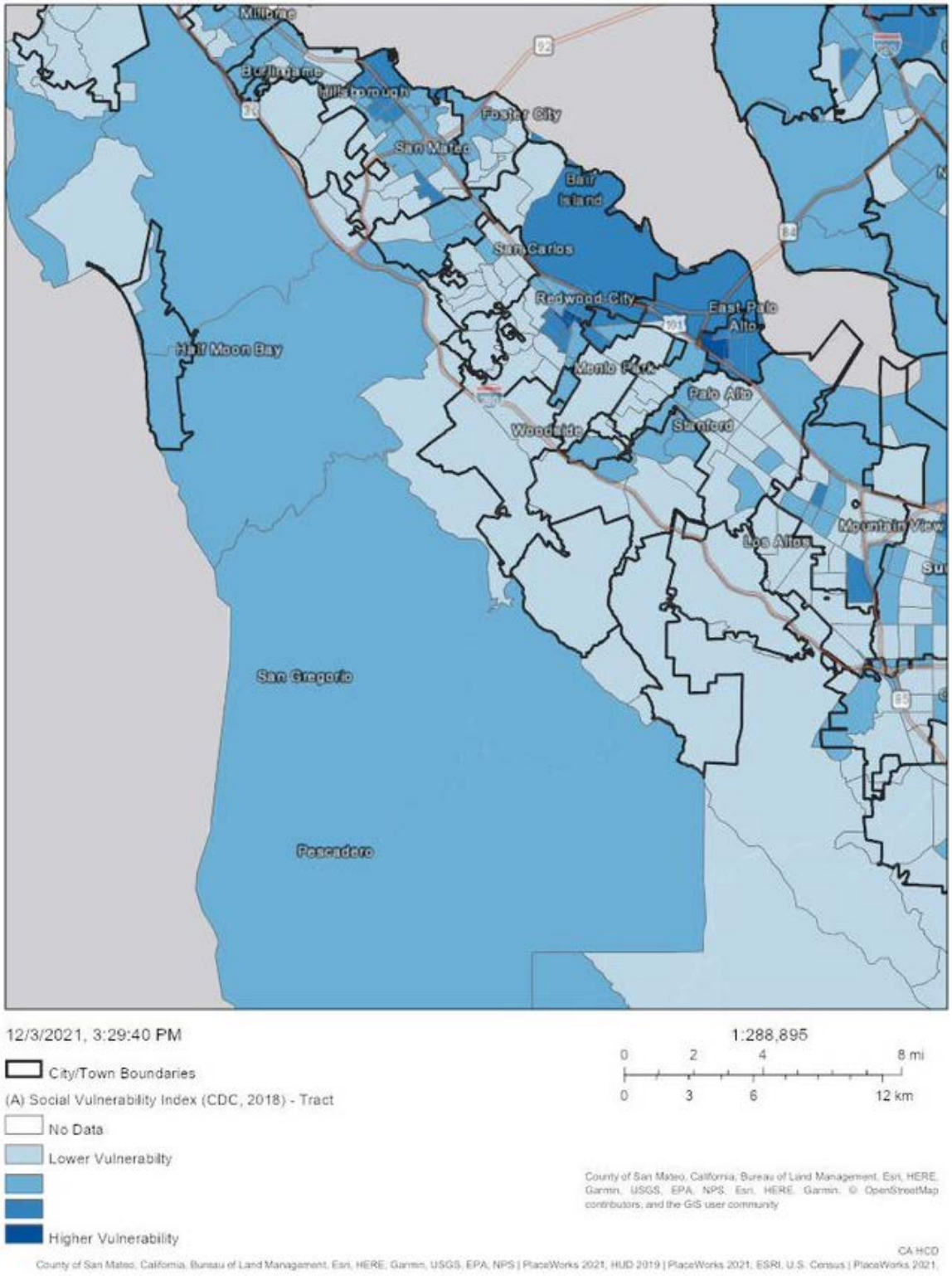


FIGURE 49: SOCIAL VULNERABILITY INDEX BY CENSUS TRACT, 2018

Source: California Department of Housing and Community Development AFFH Data Viewer

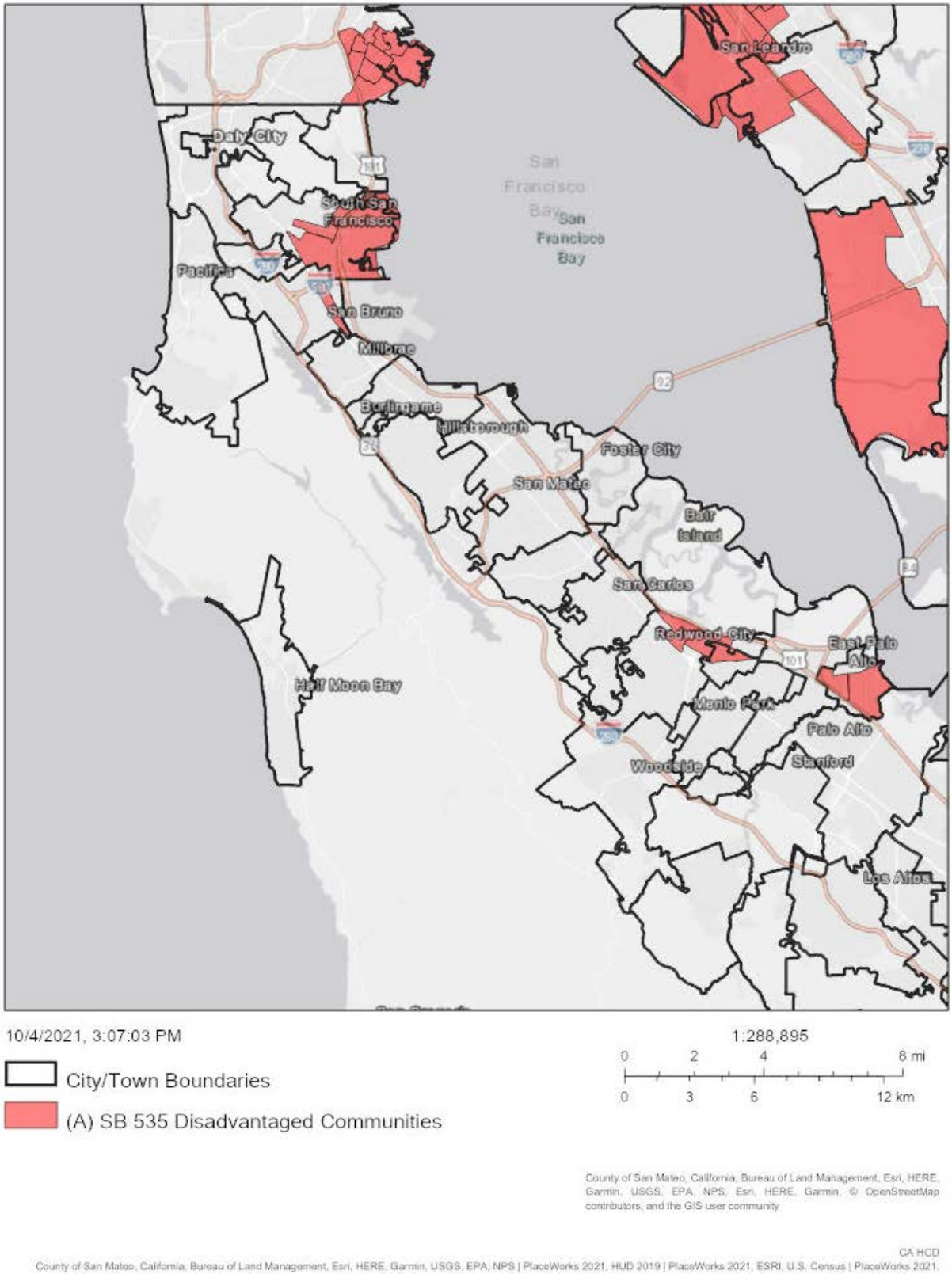


FIGURE 50: SB 535 DISADVANTAGED COMMUNITIES

Source: California Department of Housing and Community Development AFFH Data Viewer

5.6 DISPARITIES SPECIFIC TO THE POPULATION LIVING WITH A DISABILITY

Ten percent of the population in the Portola Valley are living with at least one disability, compared to 8% in the county. The most common disabilities in the city are hearing (5.2%), cognitive (4.3%), and independent living (4.1%).

DISABILITY

"Disability types include hearing difficulty, vision difficulty, cognitive difficulty, ambulatory difficulty, self-care difficulty, and independent living difficulty."

Source: California Department of Housing and Community Development Guidance, 2021, page 36.

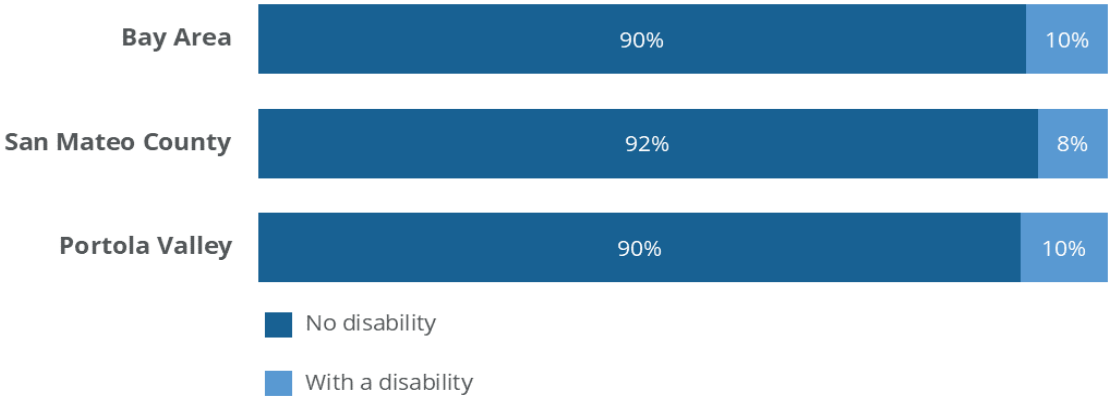


FIGURE 51: POPULATION BY DISABILITY STATUS, PORTOLA VALLEY, 2019

Source: ABAG Housing Needs Data Workbook

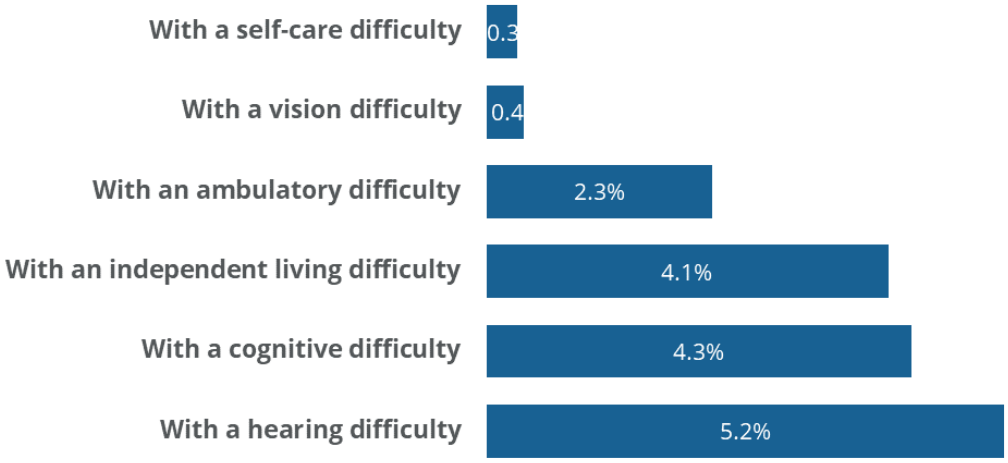


FIGURE 52: DISABILITY BY TYPE FOR THE NON-INSTITUTIONALIZED POPULATION 18 YEARS AND OVER, PORTOLA VALLEY, 2019

Source: ABAG Housing Needs Data Workbook

For the population 65 and over, the share of the population with an ambulatory or independent living difficulty increases. As mentioned above under access to transportation, San Mateo County is rapidly aging; therefore, this population with a disability is likely to increase.

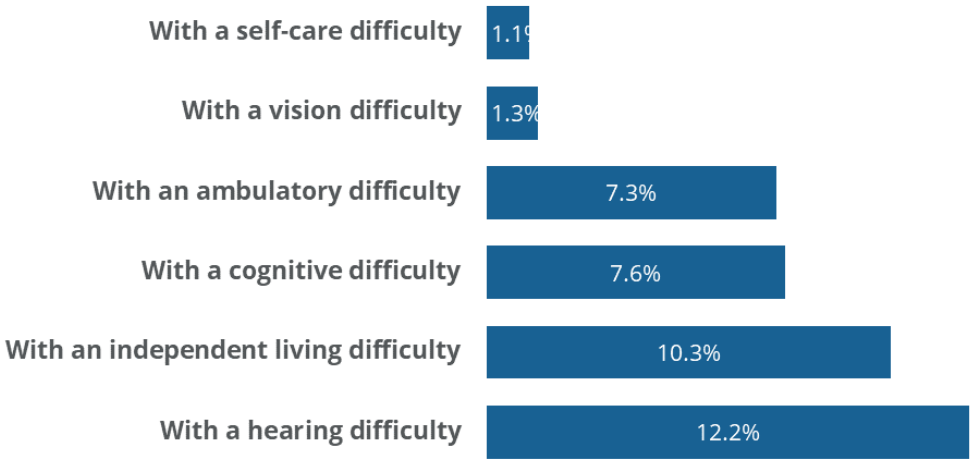


FIGURE 53: DISABILITY BY TYPE FOR SENIORS (65 YEARS AND OVER), PORTOLA VALLEY, 2019

Source: ABAG Housing Needs Data Workbook

Unemployment among residents living with a disability (3%) in Portola Valley is the same those without a disability (3%) and similar to the county overall. Countywide, the unemployment rate for residents with a disability is 4%, compared to 3% for residents without a disability.

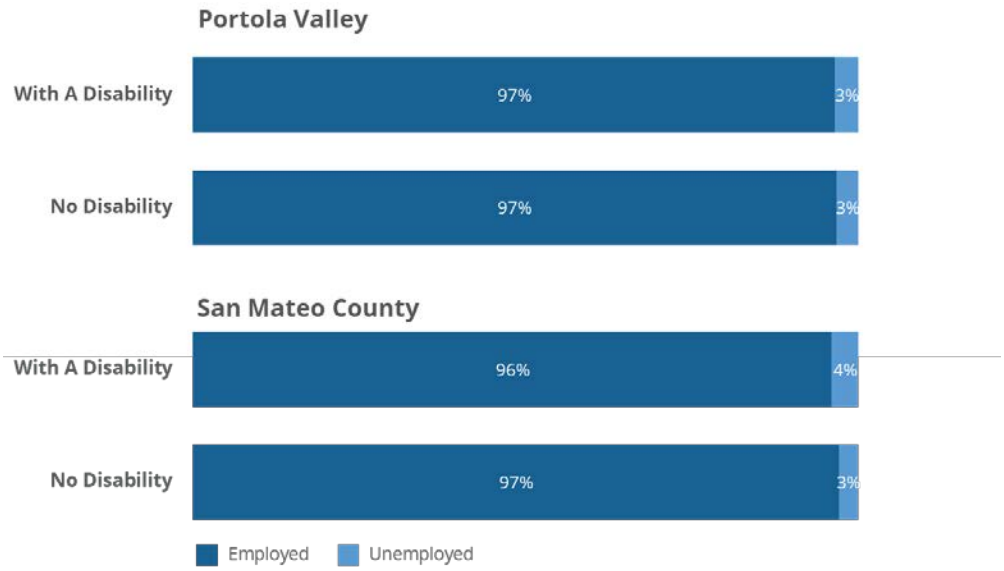


FIGURE 54: EMPLOYMENT BY DISABILITY STATUS, PORTOLA VALLEY, 2019

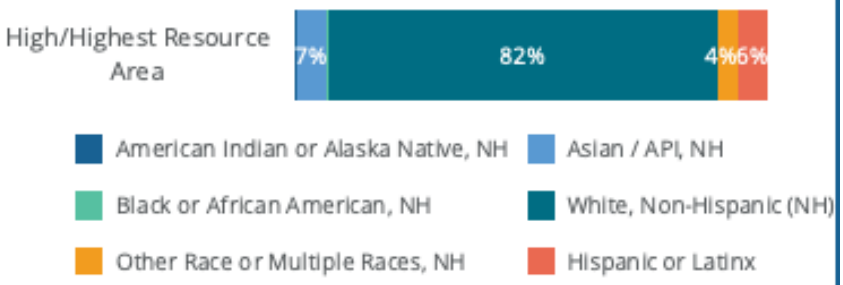
Source: ABAG Housing Needs Data Workbook

Access to Opportunity

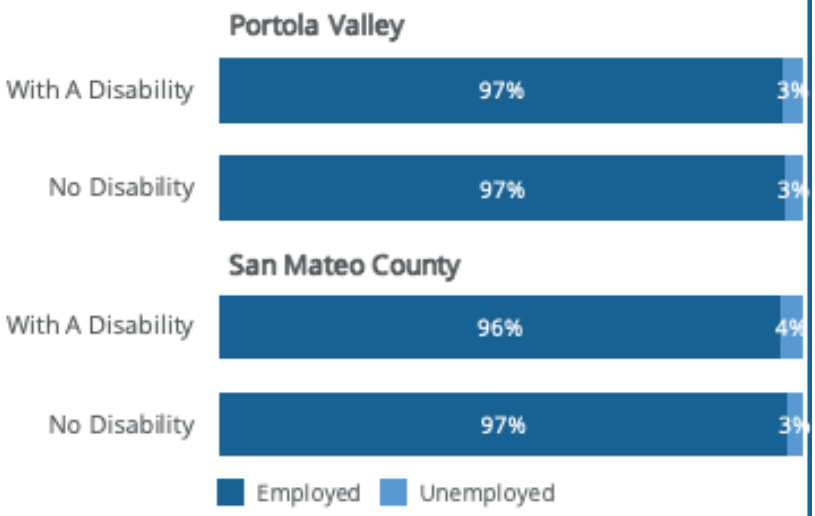
Regional Access

	Portola Valley	San Mateo County
Jobs to Household Ratio	0.63	1.59
Unemployment Rate	0%	6%
LEP Population	2%	7%

Share of Population by Race in Resource Areas in Portola Valley



Employment by Disability Status



6. DISPROPORTIONATE HOUSING NEEDS

This section discusses disparate housing needs for protected classes including cost burden and severe cost burden, overcrowding, substandard housing conditions, homelessness, displacement, and other considerations.

DISPROPORTIONATE HOUSING NEEDS

"Disproportionate housing needs generally refers to a condition in which there are significant disparities in the proportion of members of a protected class experiencing a category of housing need when compared to the proportion of members of any other relevant groups, or the total population experiencing that category of housing need in the applicable geographic area. For purposes of this definition, categories of housing need are based on such factors as cost burden and severe cost burden, overcrowding,

Source: California Department of Housing and Community Development Guidance, 2021, page 39.

6.1 HOUSING NEEDS

According to ABAG, the population of Portola Valley increased by 3.2% from 2000 to 2020, which is below the growth rate of the Bay area. However, the town's population growth trend has generally been in line with the county.

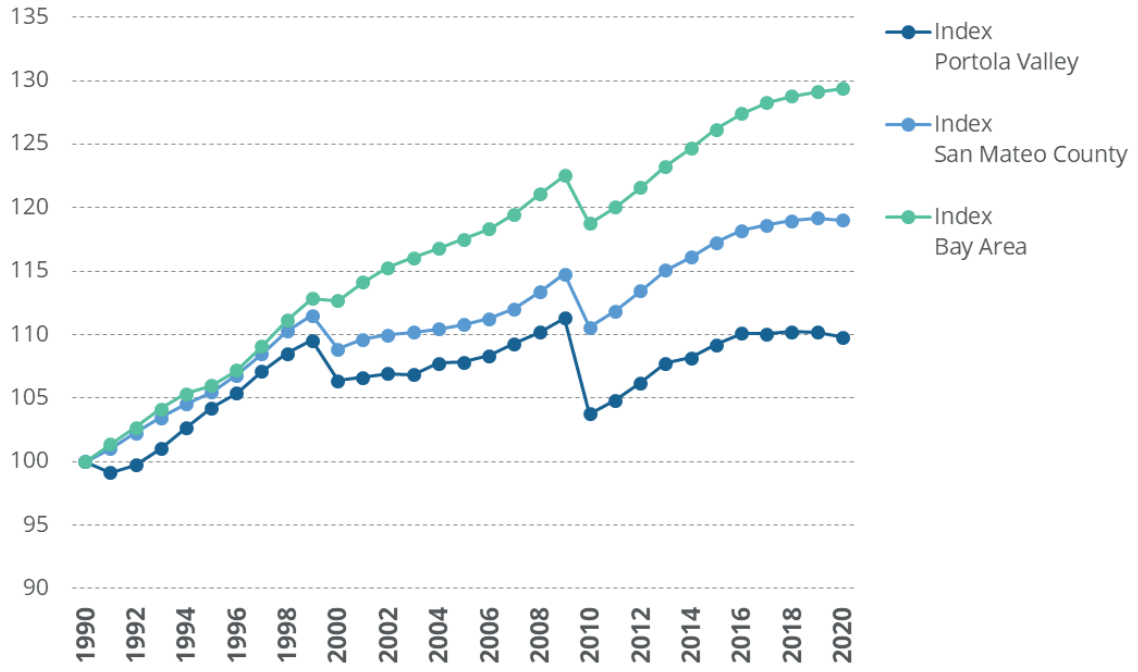


FIGURE 55: POPULATION INDEXED TO 1990

Source: ABAG Housing Needs Data Workbook

ABAG also reports that number of homes in Portola Valley increased 1.6% from 2010 to 2020, below the growth rate for San Mateo County and the broader region.

The most concentrated development period for Portola Valley was 1960-1979, during which 42% of the housing inventory was built. Another 25% of units were built before 1960. As such, two-thirds of the town's units are older, may lack energy efficiency, could be costly to adapt for disability accessibility, and may have deferred maintenance if households cannot afford to make improvements.

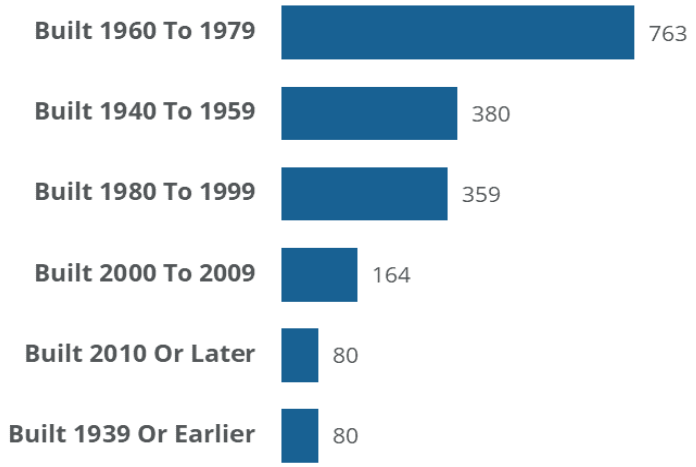


FIGURE 56: HOUSING UNITS BY YEAR BUILT, PORTOLA VALLEY

Source: ABAG Housing Needs Data Workbook Compared to San Mateo County, the Portola Valley's owner occupied housing market has a far greater share of units priced over $2 million—81% of units in the town fall within this price range compared to 19% in the county. According to the Zillow home value index, home prices have experienced remarkable growth in the Portola Valley—even outpacing the county and the Bay Area overall.

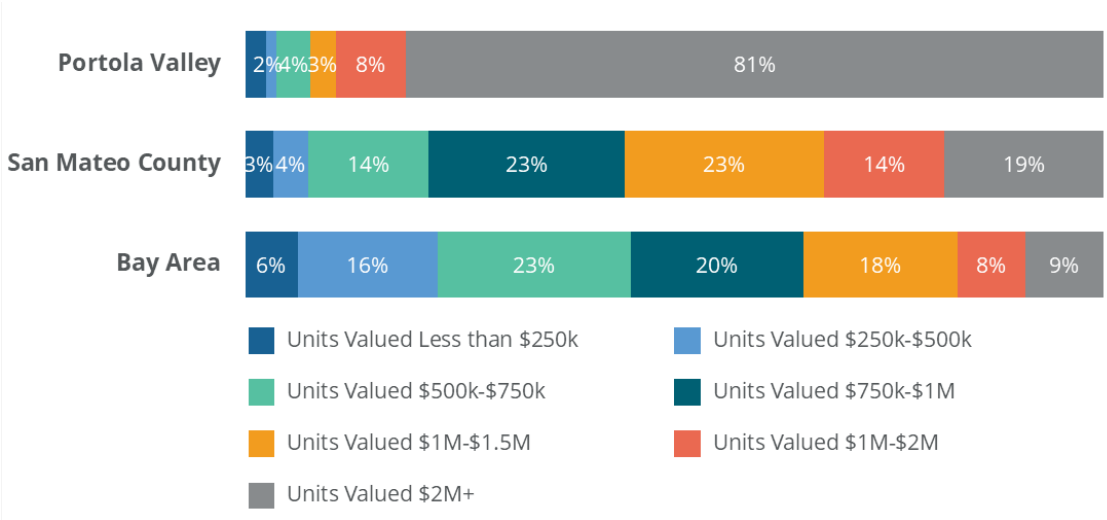


FIGURE 57: DISTRIBUTION OF HOME VALUE FOR OWNER OCCUPIED UNITS, 2019

Source: ABAG Housing Needs Data Workbook

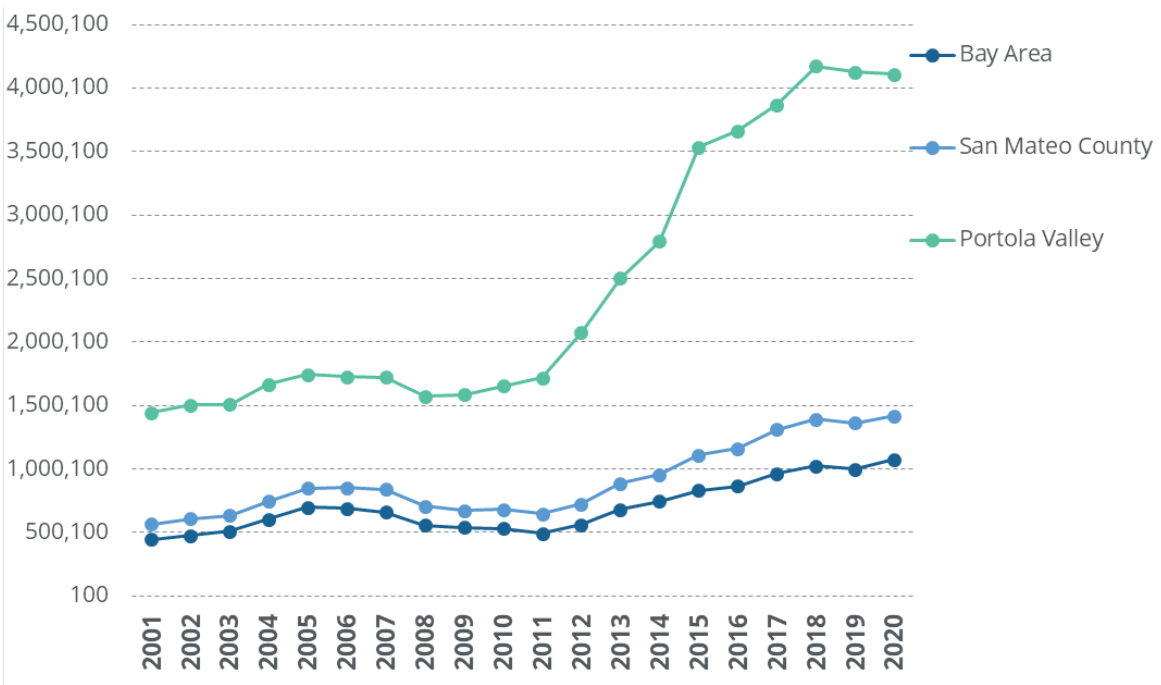


FIGURE 58: ZILLOW HOME VALUE INDEX, 2001-2020

Source: ABAG Housing Needs Data Workbook

Rents have increased at a slower pace compared to the for sale market—however, median rents still increased substantially over the past few years, rising by 47% between 2014 and 2019. Rent increases have likely been dampened by the COVID-19 pandemic. Compared to the county, the **Portola Valley has more luxury rental units**—49% of units rent for more than $3,000 in the town compared to 22% in the county.

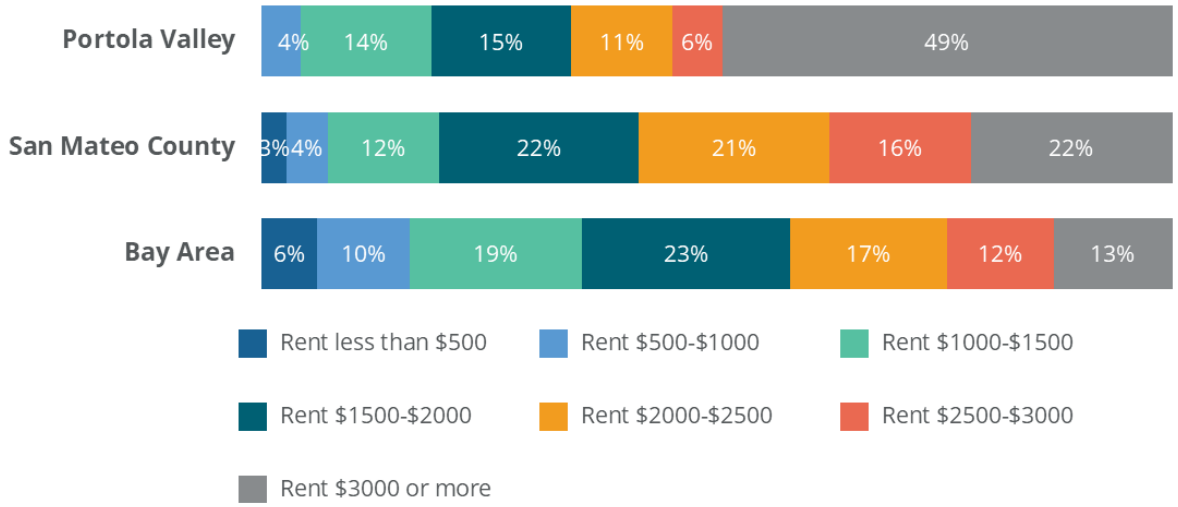


FIGURE 59: DISTRIBUTION OF CONTRACT RENTS FOR RENTER OCCUPIED UNITS, 2019

Source: ABAG Housing Needs Data Workbook

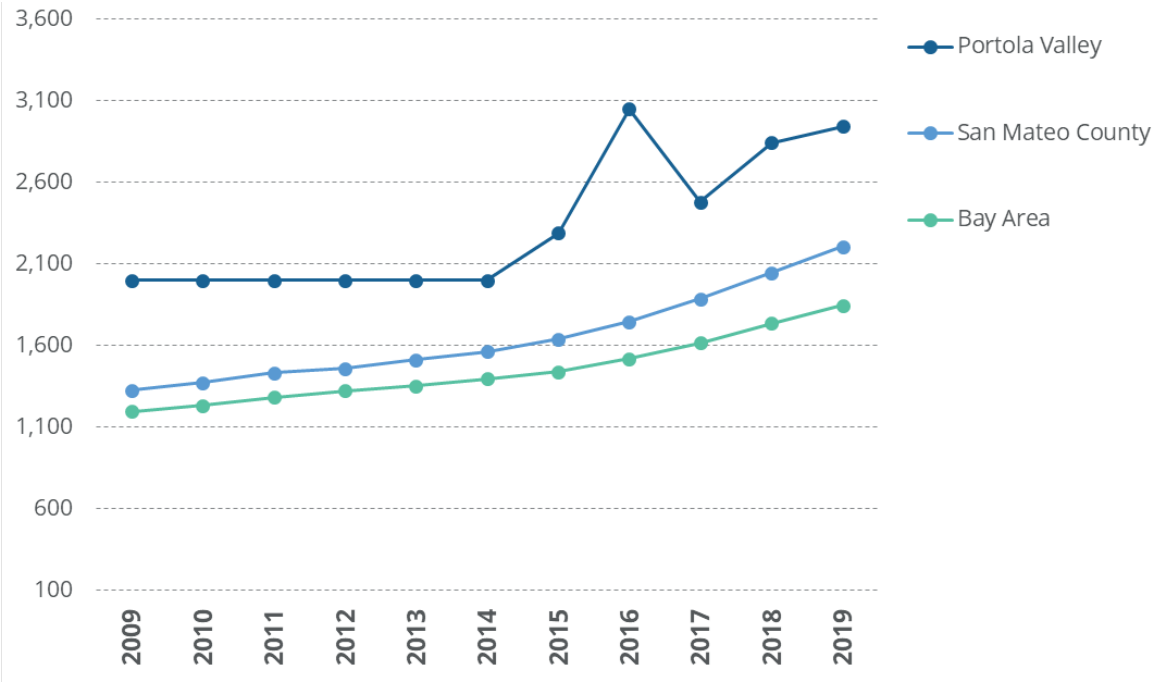


FIGURE 60: MEDIAN CONTRACT RENT, 2009-2019

Source: ABAG Housing Needs Data Workbook

6.2 COST BURDEN AND SEVERE COST BURDEN

One quarter of all renter households in Portola Valley are cost burdened—spending more than 30% of their gross income on housing costs—and 12% are extremely cost burdened—spending more than 50% of their gross income on housing costs. Cost burdened households have less money to spend on other essentials like groceries, transportation, education, healthcare, and childcare. Extremely cost burdened households are considered at risk for homelessness.

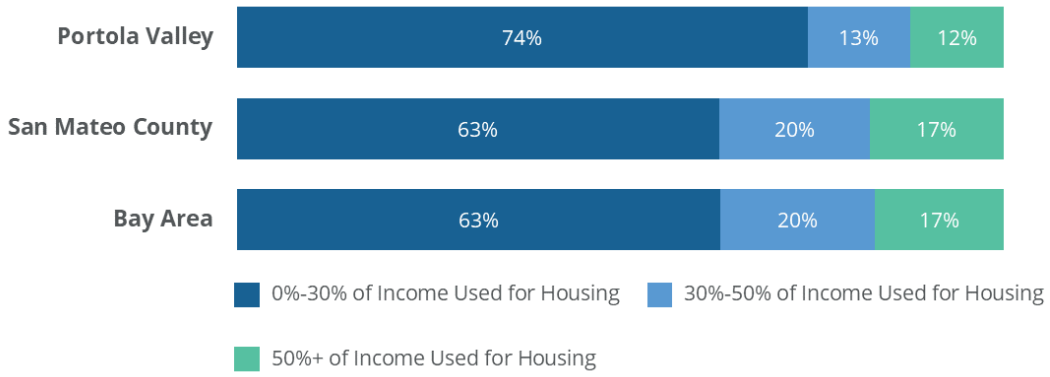


FIGURE 61: OVERPAYMENT (COST BURDEN) BY JURISDICTION, 2019

Source: ABAG Housing Needs Data Workbook

A smaller portion of households in Portola Valley (25%) struggle with cost burden compared to the county (37%). Lower income households are more likely to experience housing cost burden. Nearly three out of every four households earning less than 30% AMI—considered extremely low income households—are severely cost burdened, compared to only 4% of households earning more than 100% of AMI.

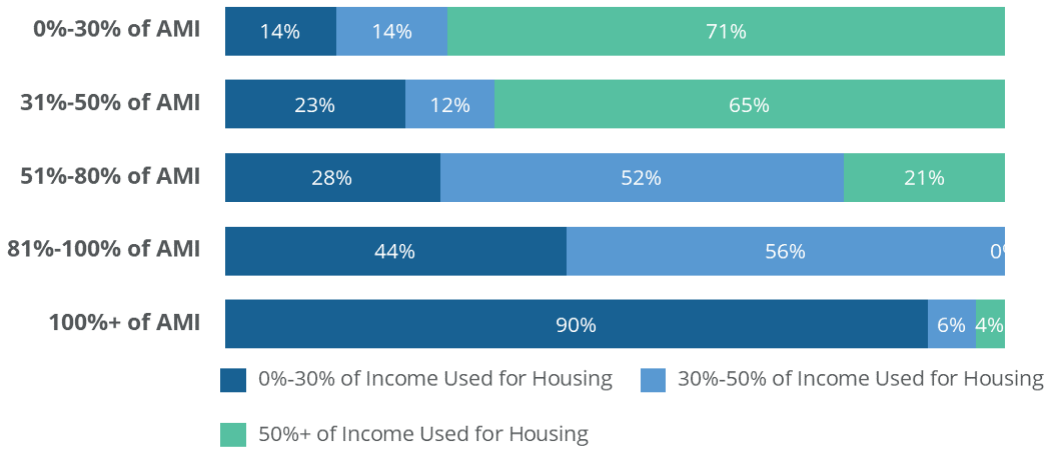


FIGURE 62: OVERPAYMENT (COST BURDEN) BY AREA MEDIAN INCOME (AMI), PORTOLA VALLEY, 2019

Source: ABAG Housing Needs Data Workbook.

There is **little to no variation in the incidence of housing cost burden in Portola Valley by race/ethnicity**—the data show no cost burden among minority households. Large family households are less likely to experience cost burden than other household types.

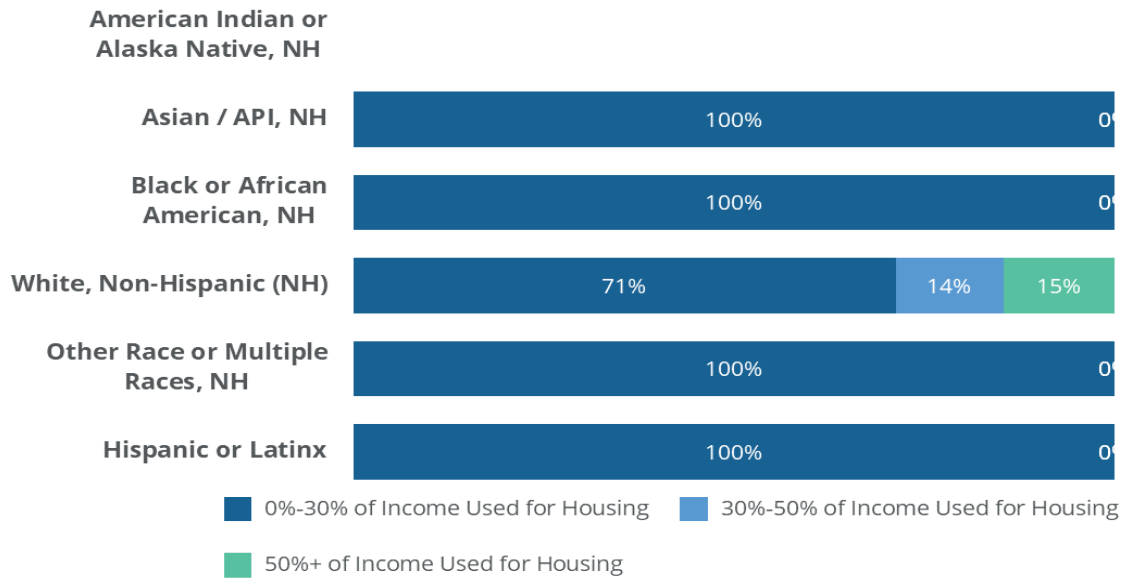


FIGURE 63: OVERPAYMENT (COST BURDEN) BY RACE AND ETHNICITY, PORTOLA VALLEY, 2019

Source: ABAG Housing Needs Data Workbook

Since the town is comprised of just one census tract, there is no evident geographic concentration of cost burden.

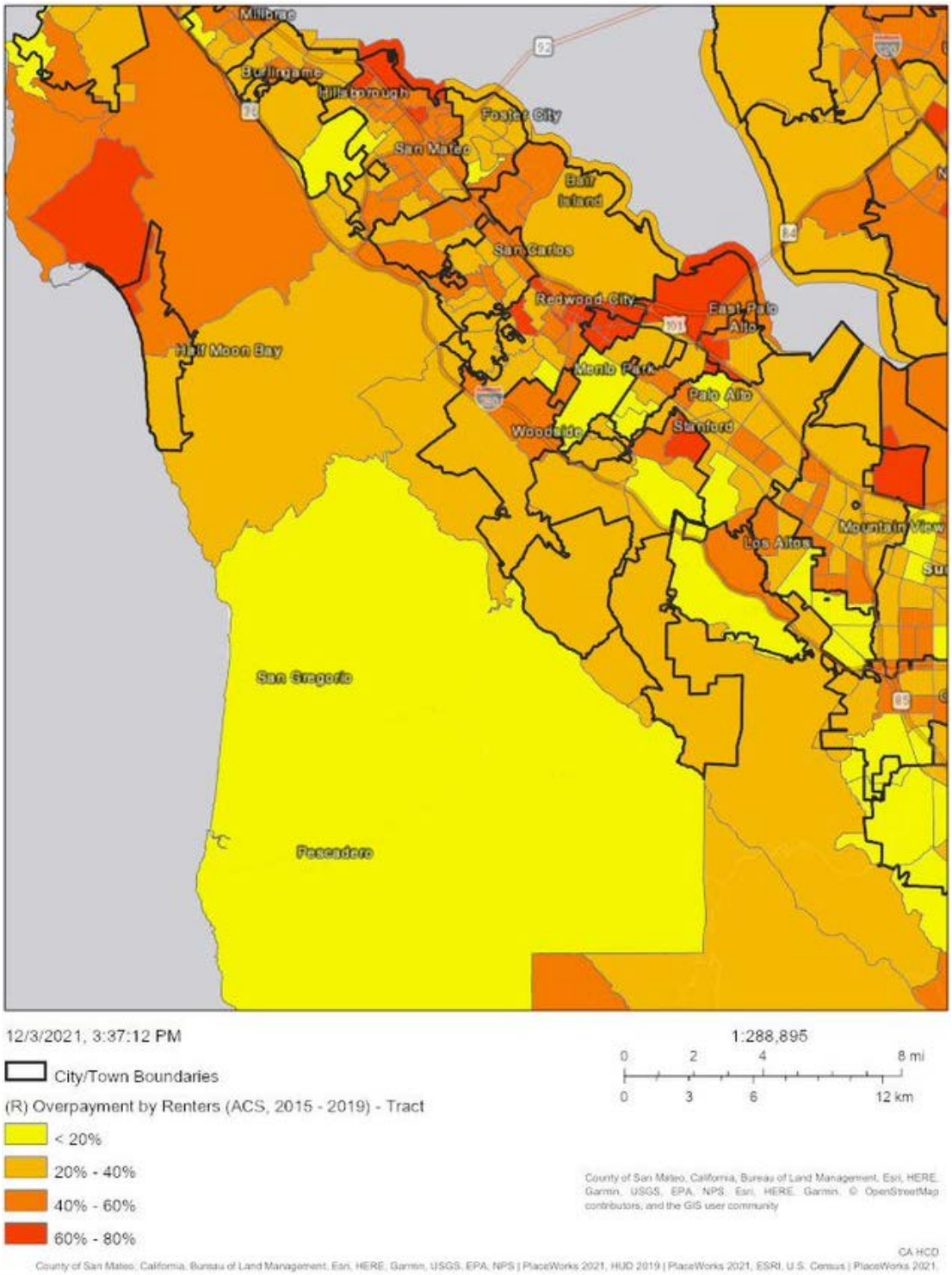


FIGURE 64: OVERPAYMENT (COST BURDEN) FOR RENTER HOUSEHOLDS BY CENSUS TRACT, 2019

Source: California Department of Housing and Community Development AFFH Data Viewer

6.3 OVERCROWDING

The vast majority of households (98%) in Portola Valley are not overcrowded—indicated by more than one occupant per room. However, renter households are more likely to be overcrowded with 8% of households with more than one occupant per room compared to 0% of owner households.

The data do no indicate racial and ethnic disparities in overcrowding in Portola Valley. Since the town is comprised of just one census tract, there is no evident geographic concentration of overcrowding within the town.

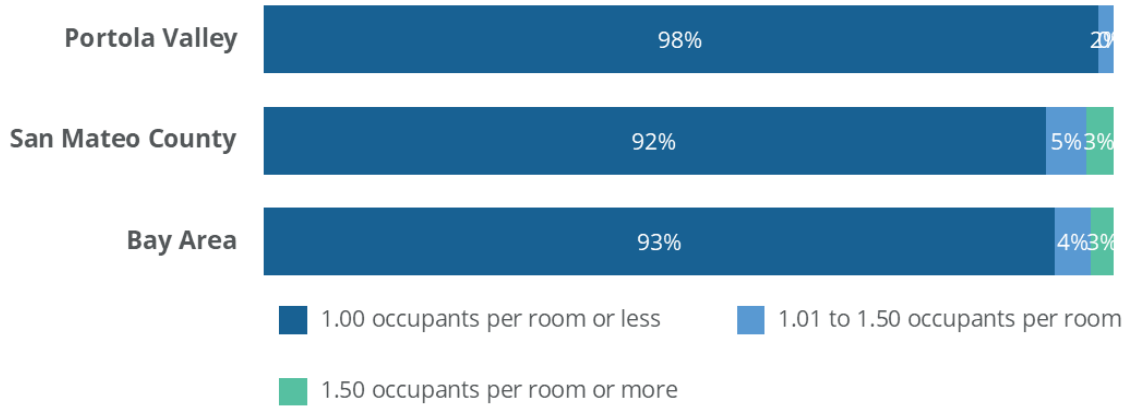


FIGURE 65: OCCUPANTS PER ROOM BY JURISDICTION, 2019

Source: ABAG Housing Needs Data Workbook

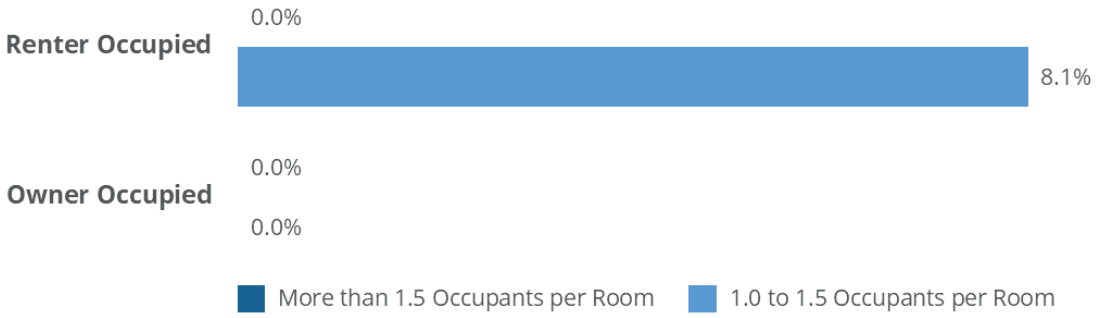


FIGURE 66: OCCUPANTS PER ROOM BY TENURE, PORTOLA VALLEY, 2019

Source: ABAG Housing Needs Data Workbook

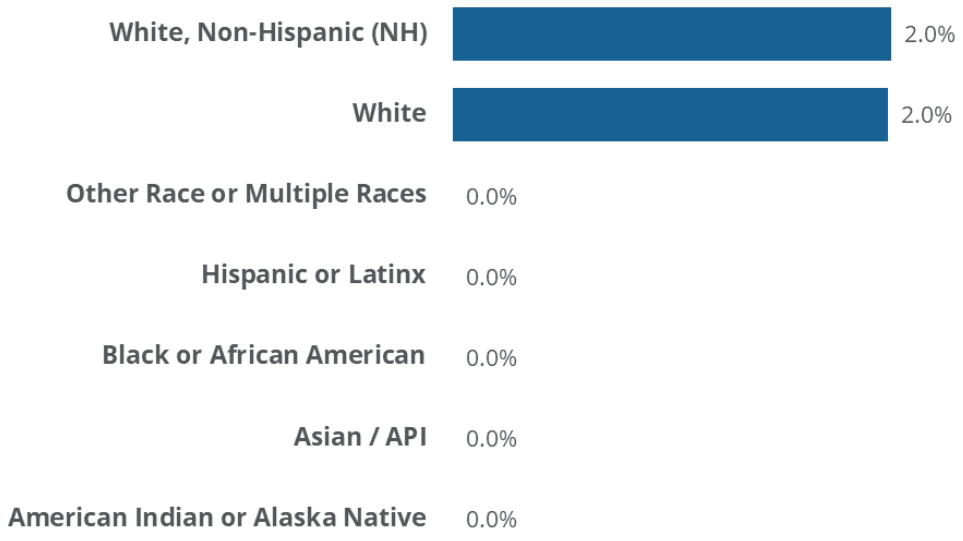


FIGURE 67: OVERCROWDING BY RACE AND ETHNICITY, PORTOLA VALLEY, 2019

Note: Overcrowding is indicated by more than 1 person per room.
Source: ABAG Housing Needs Data Workbook

6.4 SUBSTANDARD HOUSING

Data on housing condition are very limited, with the most consistent data available across jurisdictions found in the American Community Survey (ACS)—which captures units in substandard condition as self-reported in census surveys. In Portola Valley, the data indicate 8% of all units have substandard kitchen facilities—all of these are shown to be rental units. This may actually reflect rental units with a common kitchen as opposed to residents living in substandard units.

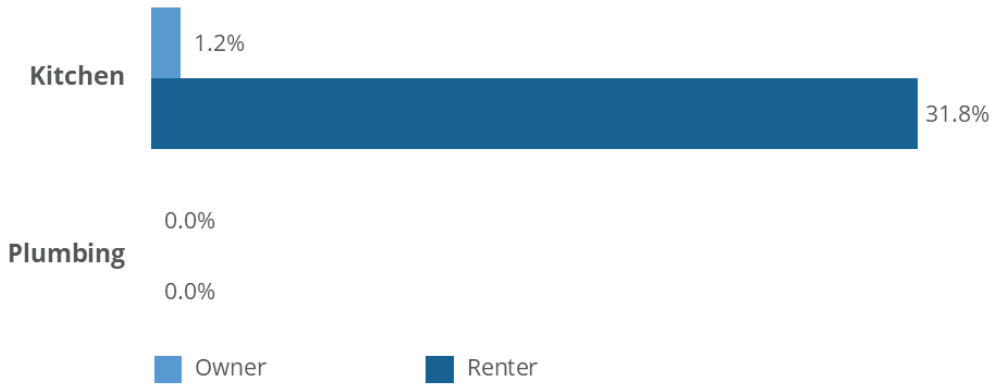


FIGURE 68: PERCENT OF UNITS LACKING COMPLETE KITCHEN AND PLUMBING FACILITIES, PORTOLA VALLEY, 2019

Source: ABAG Housing Needs Data Workbook

6.5 HOMELESSNESS

In 2019, 1,512 people were experiencing homelessness in the county during the One-Day Count, with 40% of people in emergency or transitional shelter while the remaining 60% were unsheltered. The majority of unsheltered people experiencing homelessness were in households without children. The majority of people in transitional housing were in households with children.

	People in Households Solely Children	People in Households with Adults and Children	People in Households Without Children
Sheltered - Emergency Shelter	0	68	198
Sheltered - Transitional Housing	0	271	74
Unsheltered	1	62	838

FIGURE 69: HOMELESSNESS BY HOUSEHOLD TYPE AND SHELTER STATUS, SAN MATEO COUNTY, 2019

Source: ABAG Housing Needs Data Workbook

People who identify as American Indian or Alaskan Native (6% of the homeless population compared to less than 1% of the total population), Black (13%, 2%), White (67%, 51%), and Hispanic (38%, 28%) are overrepresented in the homeless population compared to their share of the general population. People struggling with chronic substance abuse (112 people), severe mental illness (305), and domestic violence (127) represented a substantial share of the homeless population in 2019.

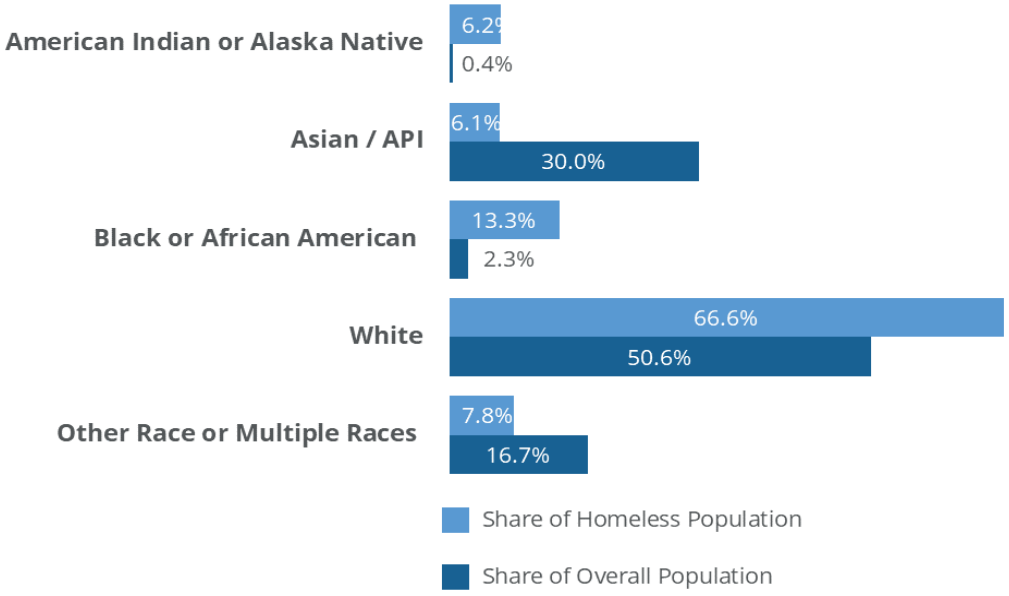


FIGURE 70: SHARE OF GENERAL AND HOMELESS POPULATIONS BY RACE, SAN MATEO COUNTY, 2019

Source: ABAG Housing Needs Data Workbook

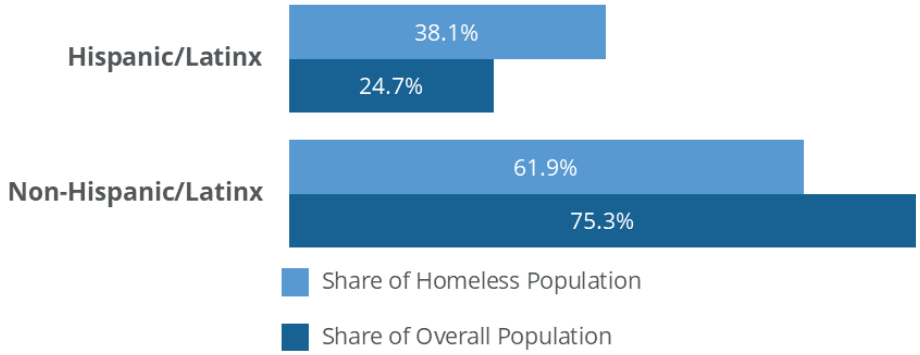


FIGURE 71: SHARE OF GENERAL AND HOMELESS POPULATIONS BY ETHNICITY, SAN MATEO COUNTY, 2019

Source: ABAG Housing Needs Data Workbook

	Chronic Substance Abuse	HIV/AIDS	Severely Mentally Ill	Veterans	Victims of Domestic Violence
Sheltered - Emergency Shelter	46	0	70	31	10
Sheltered - Transitional Housing	46	3	46	4	14
Unsheltered	20	0	189	34	103

FIGURE 72: CHARACTERISTICS OF THE POPULATION EXPERIENCING HOMELESSNESS, SAN MATEO COUNTY, 2019

Source: ABAG Housing Needs Data Workbook

6.6 DISPLACEMENT

Displacement trends may be evaluated by both mobility trends (how often residents move) and by expiring contracts on income-restricted affordable units. Portola Valley households appear to have greater stability than households in the county overall—9% of Portola residents moved in the past year compared to 12% of county residents. Owner households generally experience a greater amount of housing stability whereas renter households are more mobile (i.e., move more frequently).

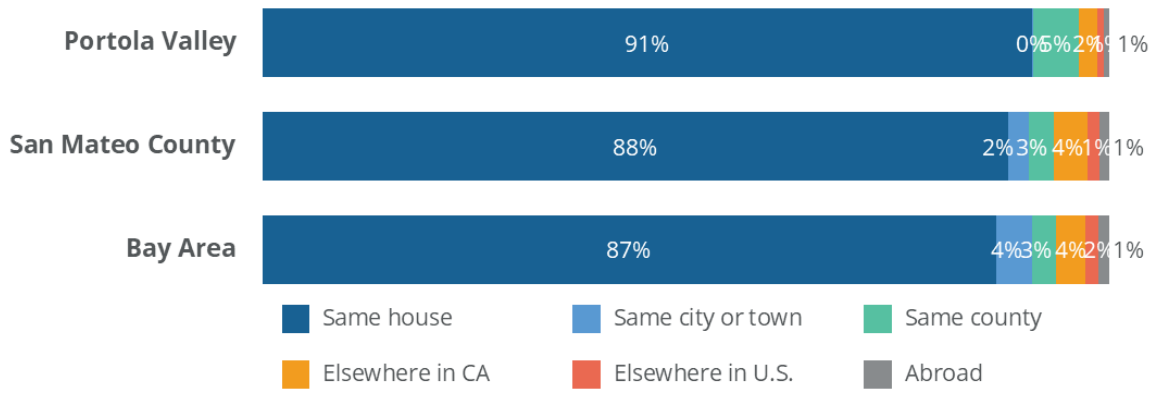


FIGURE 73: LOCATION OF POPULATION ONE YEAR AGO, 2019

Source: ABAG Housing Needs Data Workbook

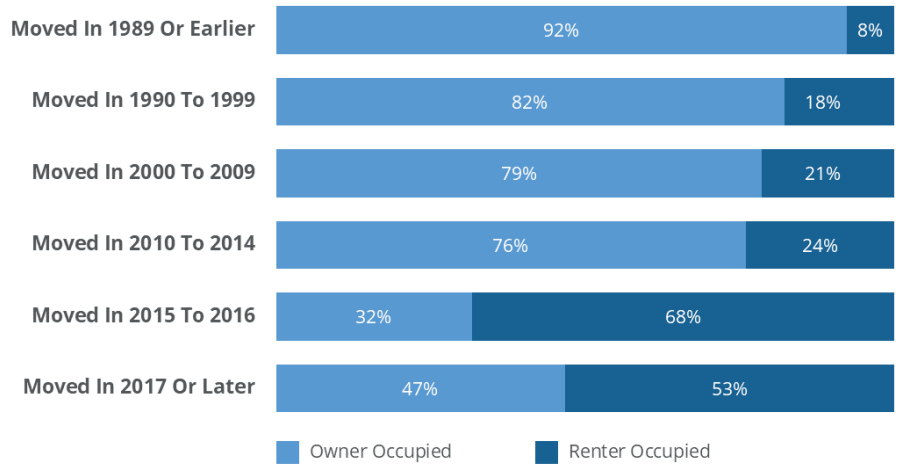


FIGURE 74: TENURE BY YEAR MOVED TO CURRENT RESIDENCE, PORTOLA VALLEY, 2019

Source: ABAG Housing Needs Data Workbook

According to HUD, there are no low income affordable units located in Portola Valley. As such, displacement due to expiring HUD contracts is less of a concern than access to the community for low income households.

	Low	Moderate	High	Very High	Total Assisted Units in Database
Portola Valley	0	0	0	0	0
San Mateo County	4,656	191	359	58	5,264
Bay Area	110,177	3,375	1,854	1,053	116,459

FIGURE 75: ASSISTED UNITS AT RISK OF CONVERSION, 2019

Source: ABAG Housing Needs Data Workbook

The Urban Displacement Project does not identify Portola Valley as having any areas vulnerable to displacement (see definitions below).

DISPLACEMENT SENSITIVE COMMUNITIES

"According to the Urban Displacement Project, communities were designated sensitive if they met the following criteria:

- They currently have populations vulnerable to displacement in the event of increased redevelopment and drastic shifts in housing cost. Vulnerability is defined as:
  - Share of very low income residents is above 20%, 2017
  - AND
  - The tract meets two of the following criteria:
    - Share of renters is above 40%, 2017
    - Share of people of color is above 50%, 2017
    - Share of very low-income households (50% AMI or below) that are severely rent burdened households is above the county median, 2017
    - They or areas in close proximity have been experiencing displacement pressures. Displacement pressure is defined as:
      - Percent change in rent above county median for rent increases, 2012-2017

OR

- Difference between tract median rent and median rent for surrounding tracts above median for all tracts in county (rent gap), 2017."

Source: https://www.sensitivecommunities.org/.

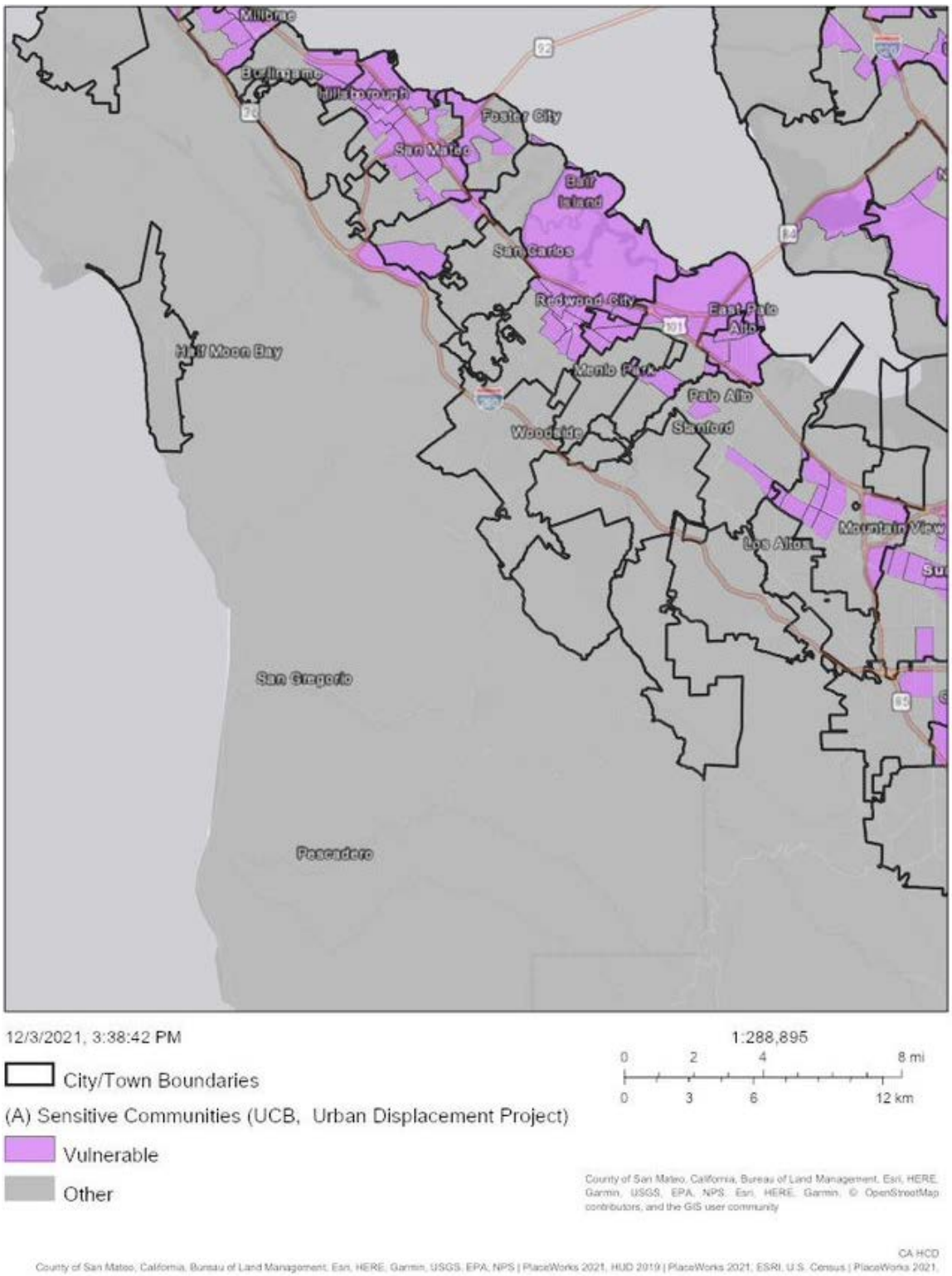


FIGURE 76: CENSUS TRACTS VULNERABLE TO DISPLACEMENT

Source: California Department of Housing and Community Development AFFH Data Viewer

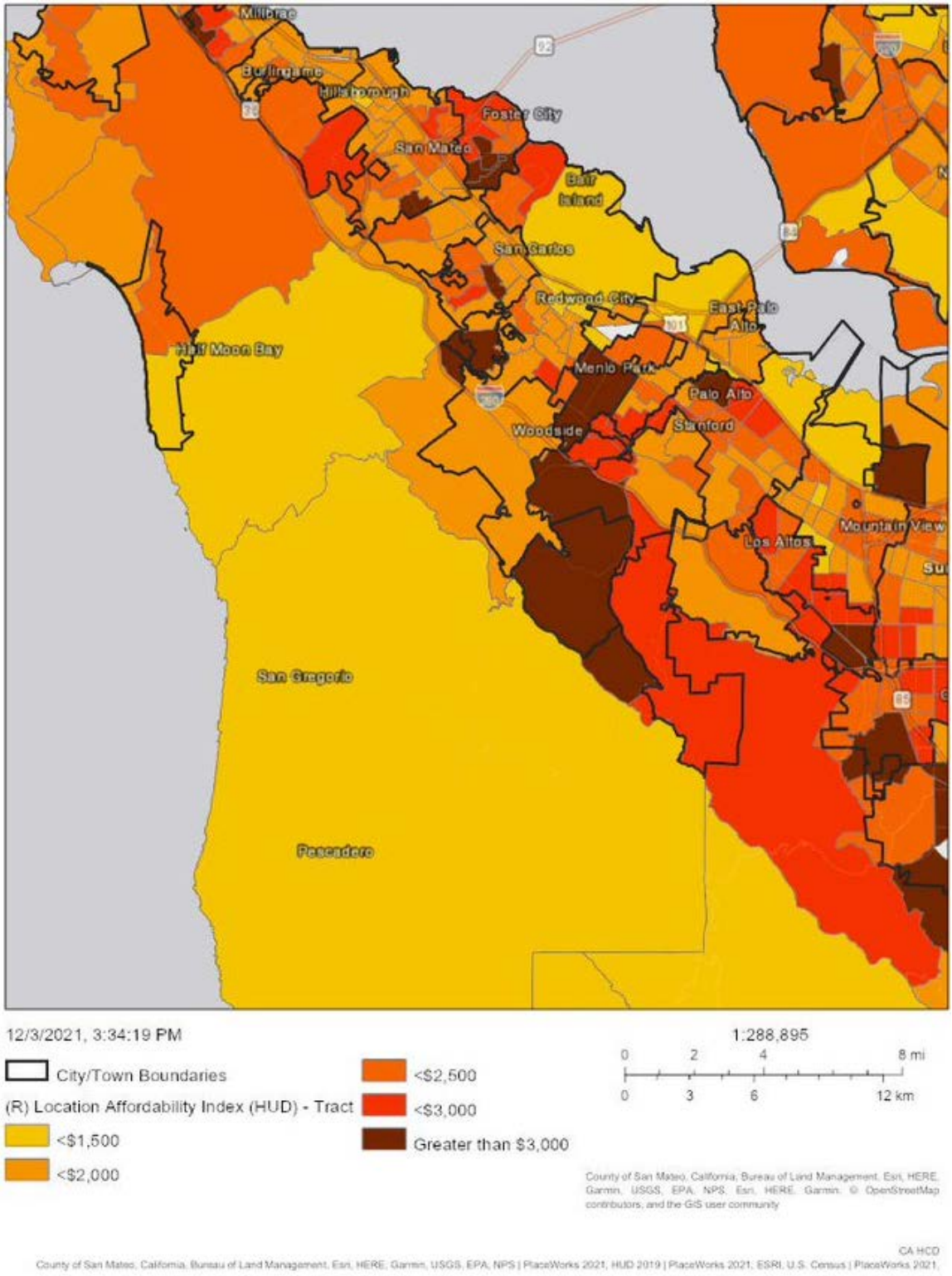


FIGURE 77: LOCATION AFFORDABILITY INDEX BY CENSUS TRACT

Source: California Department of Housing and Community Development AFFH Data Viewer

6.7 ACCESS TO MORTGAGE LOANS

Disparities by race and ethnicity are prevalent for home mortgage applications, particularly in denial rates. **Hispanic or Latinx (29% denial rate) and Asian households (19%) had the highest denial rates for mortgage loan** applications in 2018 and 2019, as shown in Figure 78. Conversely, non-Hispanic White (15%) and households of unknown race/ethnicity (11%) have the lowest denial rates during the same time. Data was not available for American Indian or Alaska Native households or for Black or African American households.

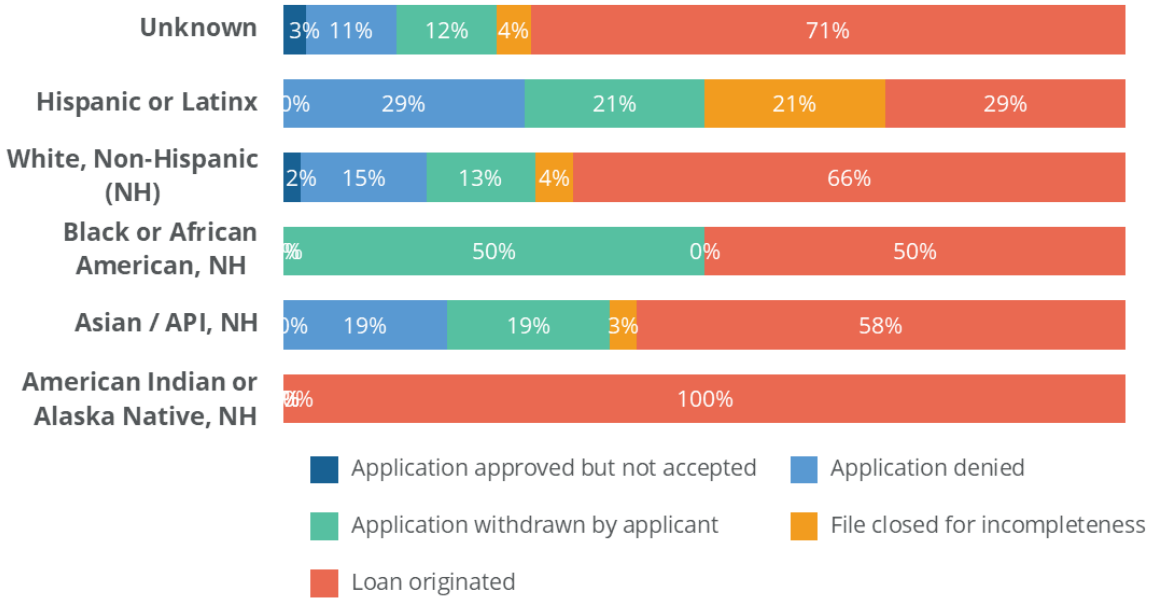
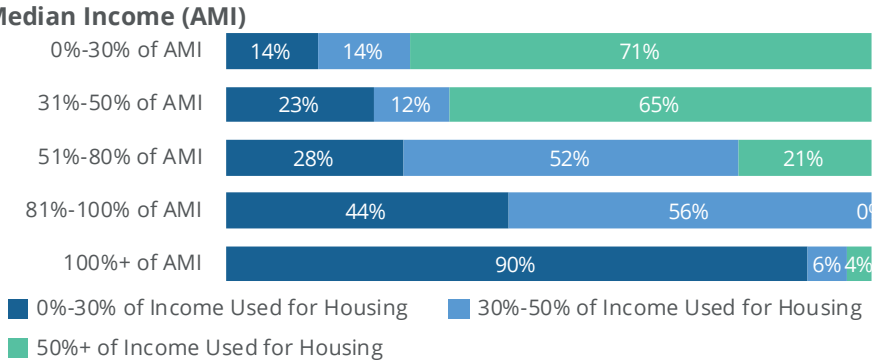


FIGURE 78: MORTGAGE APPLICATIONS BY RACE AND ETHNICITY, PORTOLA VALLEY, 2018-2019

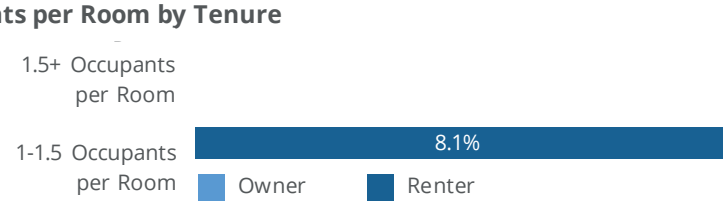
Source: ABAG Housing Needs Data Workbook

Disproportionate Housing Needs

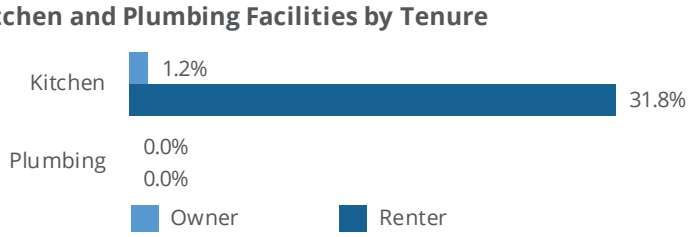
Cost Burden, Portola Valley, 2019



Overcrowding, Portola Valley, 2019



Substandard Housing, Portola Valley, 2019



Homelessness, San Mateo County, 2019

Race and Ethnicity	Share of Homeless Population	Share of Overall Population
American Indian or Alaska Native	6%	0%
Asian / API	6%	30%
Black or African American	13%	2%
White	67%	51%
Other Race or Multiple Races	8%	17%

Displacement, 2020

Assisted Units at High or Very High Risk of Displacement	Portola Valley	San Mateo County
Number of Units	0	417
% of Assisted Units	**0%**	**8%**

7. SITE INVENTORY ANALYSIS

AB 686 requires local governments to affirmatively further fair housing as part of their Housing Element Update process, inclusive of the identification of Housing Sites. Accordingly, the Town of Portola Valley identified land resources throughout the community which were considered suitable for the accommodation of potential future residential development. These resources were identified as housing sites to be utilized in planning efforts associated with the 6th cycle housing element update process to accommodate the Town's RHNA requirements for the 2023-2031 planning period in a way that affirmatively furthers fair housing efforts.

As described within the prior Assessment of Fair Housing Section, the Town of Portola Valley is a high-resource community that does not include any "low resource" areas or exhibited conditions of poverty within its municipal boundaries. However, due to the Town's concentration of above-moderate income households, and prohibitive housing costs, relative to the broader county and region, 100% of neighborhoods within Portola Valley are considered exclusive to low-income households. Accordingly, the Town's Housing Sites Inventory prioritizes increasing affordable housing opportunities throughout the town, including housing opportunities for lower-income households and other special needs populations.

7.1 LOCATION OF EXISTING AFFORDABLE HOUSING

Portola Valley has one rent-restricted affordable housing project within its jurisdiction and two additional pipeline and pending projects that will include affordable units. Woodside Priory School, a private catholic college preparatory school, provides two units for low-income residents. The Willow Commons project will include 11 low-income units and the Stanford Wedge project will include six low-income units (see *Section 6, Adequate Sites* for more information). ADUs provide scattered additional affordable housing units throughout the single-family neighborhoods.

7.2 DISTRIBUTION OF SITES IN THE SITES INVENTORY

The proposed housing sites in the Sites Inventory are well distributed to increase opportunities throughout the town, given the significant geologic and fire safety constraints. Sites were evaluated for proximity to faults, unstable soils, and steep topography prior to selection. In addition, ADUs distributed throughout the single-family neighborhoods will increase housing options in these areas.

7.3 POTENTIAL EFFECT ON PATTERNS OF SEGREGATION

Although Portola Valley doesn't have significant segregation issues within the town, from a broader regional perspective, providing increased lower-income housing opportunities in a high resource community such as Portola Valley will help overcome Countywide and regional patterns of segregation, disparate impacts for impacted racial and ethnic groups, and foster more inclusive communities free from barriers that restrict access to opportunity.

7.4 POTENTIAL EFFECT ON ACCESS TO OPPORTUNITY

The wide distribution of housing sites will provide additional housing options for lower income households to choose housing near amenities and services. The sites in the Sites Inventory were selected based on accessibility to a variety of services and amenities, such as parks/trails, schools, shopping, and transportation. From a broader regional perspective, providing increased lower income housing opportunities in a high resource community such as Portola Valley will help overcome Countywide and regional patterns of disparate impacts for impacted racial and ethnic groups by providing more affordable housing choices near desirable resources such as employment and high-quality education. This will foster more inclusive communities free from barriers that restrict access to opportunity.

7.5 POTENTIAL EFFECT ON DISPROPORTIONATE HOUSING NEEDS

"Disproportionate housing needs generally refers to a condition in which there are significant disparities in the proportion of members of a protected class experiencing a category of housing need when compared to the proportion of members of any other relevant groups, or the total population experiencing that category of housing need in the applicable geographic area. For purposes of this definition, categories of housing need are based on such factors as cost burden and severe cost burden, overcrowding, homelessness, and substandard housing conditions."[25]

While household incomes within Portola Valley are relatively high when compared to other jurisdictions, there are still households considered some level of cost burdened. In Portola Valley, 17.1% of households spend 30% to 50% of their income on housing and are considered "cost burdened" while 11.7% of households are severely cost burdened and use over 50% of their income for housing. There are also disparities in housing cost burden in Portola Valley by tenure, while 20.2% of property owners experience cost burden, 46.9% of renters experience the same.

The increased quantity and distribution of affordable housing as proposed in the Sites Inventory will address disproportionate housing needs by providing more affordable housing in a wider variety of locations in the town. From a broader regional perspective, providing increased lower income housing opportunities in a high resource community such as Portola Valley will help overcome Countywide and regional patterns of disproportional housing needs.

[25] California Department of Housing and Community Development Guidance, 2021, page 39.

8. CONTRIBUTING FACTORS AND FAIR HOUSING ACTION PLAN

The disparities in housing choice and access to opportunity discussed above stem from historical actions, socioeconomic factors that limit employment and income growth, broad barriers to open housing choice, and until recently, very limited resources to respond to needs. Pursuant to Government Code Section 65583 (c)(10)(A)(v), the Housing Element includes several policies and programs to proactively address fair housing issues. Table 11 below summarizes the fair housing issues, contributing factors, and implementation programs included in the Housing Element to affirmatively further fair housing in Portola Valley.

TABLE 11: FAIR HOUSING ACTION PLAN

Fair Housing Issues	Contributing Factors	Meaningful Program Actions (from *Section 7, Goals, Policies, and Programs*)	Targets and Timelines
The Town of Portola Valley has limited racial and ethnic diversity (18% of residents are non-White Hispanic) compared to San Mateo County (61%) and the Bay Area overall, and very limited economic diversity (73% of households earn more than 100% AMI compared to 49% in the county overall). Portola Valley has a lower percentage of lower income households than the rest of the San Mateo County and the Bay Area, with 22% of households earning less than 80% of the AMI compared to 40% of households in San Mateo County and 39% of households in the Bay Area as a whole. This equates to 480 households currently living in Portola Valley who are below the AMI, and 255 households who are below 50% AMI which means they would qualify for very low-income housing.	There is a lack of affordable housing opportunities throughout the town. There are no areas of the town that are zoned to allow moderate or high-density residential development. Existing policies do not encourage a range of housing types.	▪ 1-1: Create a new "Gateway" land use classification in the General Plan and two new zoning districts that allows for multi-family housing at four and 20 du/acre to provide for development of housing at lower-income levels. ▪ 1-2: Create a new zoning district that allows for mixed-use development with up to six du/ac and would allow for up to 100% of building floor area to be dedicated to residential uses. ▪ 2-1: Amend the zoning ordinance to establish inclusionary housing requirements for new multi-family housing developments. ▪ 2.2: Develop a program to manage new affordable housing units in the town. ▪ 7-3: Provide direct assistance from the Building Division for property owners interested in making minor changes to accommodate a JADU. ▪ 7-4: Establish staff and consultant ADU office hours so that applicants can ask questions of subject matter experts. ▪ 7-6: Develop an affordable ADU rental program that matches landlords willing to rent ADUs at below market rates with low-income tenants that who have been experienced displacement from areas outside of Portola Valley due to increasing rents with Portola Valley ADU owners	▪ Upon Adoption ▪ Upon Adoption ▪ Initiate by June 2023 and implement program by December 2023. ▪ June 2024 ▪ Complete rezoning by 3 years and 120 days from January 31, 2023 ▪ Initiate office hours by June 2023. ▪ Develop program by June 2023.

TABLE 11: FAIR HOUSING ACTION PLAN

Fair Housing Issues	Contributing Factors	Meaningful Program Actions (from *Section 7, Goals, Policies, and Programs*)	Targets and Timelines
		willing to rent ADUs at below market rates. ▪ 8-5: Rezone properties in the town to allow multi-family housing with a range of affordability levels and deed restrictions to ensure affordability over time. Affirmatively market the housing to households that are under-represented in the town including Black and Hispanic households. ▪ 8-6: Through collaboration with local service providers, convene a discussion of populations that are experiencing comparatively high rates of cost burden to discuss solutions for relief. Consider a rental assistance program tailored to extremely high cost-burdened residents (residents that pay a very high percentage of their income towards housing). This may be in coordination with ADU/JADU programs. Include Black, Indigenous and people of color in these conversations.	▪ Complete rezoning by 3 years and 120 days from January 31, 2023. ▪ Initiate by June 2024. Consider program by December 2024.
In 2018 and 2019, Hispanic or Latinx and Asian households in Portola Valley faced higher rates of mortgage loan denials when trying to purchase homes in Portola Valley (29% and 19%, respectively).[a]	It is well documented that persons of color have been historically denied loans to purchase homes at a higher rate than white applicants. These historical patterns persist in some cases.	▪ Mortgage acceptance rates are outside of local control. It is included here to bring attention to this issue.	
Portola Valley residents do not report experiencing fair housing discrimination. However,	Tenants and property owners may lack knowledge about fair housing laws. Limited	▪ 8-7: Collaborate with other cities/towns and Project Sentinel, or another similar organization, to perform fair housing	▪ Establish list by December 2023. Issue written materials annually

TABLE 11: FAIR HOUSING ACTION PLAN

Fair Housing Issues	Contributing Factors	Meaningful Program Actions (from *Section 7, Goals, Policies, and Programs*)	Targets and Timelines
residents may not take action because they are not aware of resources for fair housing.	information provided by the Town on fair housing rights.	training for property owners, real estate agents, and tenants across the region. The training would include information on reasonable accommodation and source of income discrimination, as well as other fair housing information with emphasis on certain topics driven by housing complaint data and information from stakeholders. Participation in fair housing training will be required for approval of landlords' business licenses. Focus enforcement efforts on race-based discrimination and reasonable accommodations.	thereafter. Conduct two workshops by 2030.
		▪ 8-8: Create a webpage specific to fair housing including resources for residents who feel they have experienced discrimination, information about filing fair housing complaints with HCD or HUD, and information about protected classes under the Fair Housing Act.	▪ December 2023

[a] Federal Financial Institutions Examination Council's (FFIEC) Home Mortgage Disclosure Act loan/application register (LAR) files.

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APPENDIX D:
REVIEW OF THE 2015-2023
HOUSING ELEMENT PERFORMANCE

TOWN OF PORTOLA VALLEY EXISTING HOUSING ELEMENT EVALUATION

Housing Element Program Name/ Number	Program Description and Objective	Timeframe and Achievements	Program Evaluation and Recommendation
Program 1: Inclusionary Housing	The intention is to revise the program to require that developers build the housing units when one or more units would be required under the inclusionary housing program. As part of this revision, the percentage of lots required for below market rate housing may need to be reduced. The percentage should be based on a nexus study for affordable housing, such as the study underway through the 21 Elements process in San Mateo County. With the nexus study results, the town could also consider a housing impact fee. In developing the revisions to this program, the town will consult local developers and builders, and others experienced in the provision of affordable housing, to ensure that the requirements are realistic and that the program includes appropriate incentives. *Objective: Amend the inclusionary housing program to make it more effective.*	Timeline: 2016, Ongoing	Retain. The Town Council adopted the Housing Strategic Plan in 2016 and the implementation is ongoing. At that time, Council postponed additional work on the inclusionary housing program to ensure the approach was comprehensive in light of other housing efforts. In late 2018, Council formed a Subcommittee to discuss the potential changes to the inclusionary housing program and how to use the existing funds. That work was postponed by the Covid-19 pandemic. The Town Council recognized that the increase in the Town's RHNA for the 2023-2031 Housing Element Update would be significant and that more broad housing solutions would be necessary to meet the Town's housing obligations in coming years. Updates to the inclusionary housing program and use of the available funds have been considered and include with the Housing Element Update.
Program 2: Affiliated Housing	The town will continue to work with the owners of these three properties to allow and encourage housing to be built on the sites. Eleven additional housing units are approved for the Priory under the current Master Plan, of which seven units would be for households with moderate or low incomes. The Priory has indicated that they intend to construct the units in phases and expect all of the units to be built by 2022. The town has also started discussions with the Sequoias to encourage employee housing at the site, and they are moving forward internally to consider the options. Stanford University has no plans for their site at this time. During the planning	Timeline: Ongoing	Retain and modify. Priory School completed construction of six units of housing in 2021. Stanford submitted a 39-unit housing project (inclusive of 12 BMR units) for the Wedge Property. Staff is having communications with The Sequoias is also interested in developing 23 units (18 senior and 5 workforce housing units) in the 6th Housing Cycle. The Town Council is expanding the Affiliated Housing Program to add Ladera Church, Christ Church, and the Town itself with the Housing Element Update.

Housing Element Program Name/ Number	Program Description and Objective	Timeframe and Achievements	Program Evaluation and Recommendation
	period, however, the town will look more closely at the development standards and density for the Stanford Wedge in particular to ensure that they are appropriate. The town will continue to contact all three owners on a regular basis and assist them with any potential plans for providing housing.		Currently, the Affiliated Housing Program is implemented through the Housing Element. With this update, the Municipal Code will be updated with the process and parameters of the Affiliated Housing Program, including development standards and affordability requirements.
Program 3: Second Units (Accessory Dwelling Units)	Second units provide most of the affordable housing in town and are the only type of affordable housing that can be produced in Portola Valley by market forces without a significant subsidy. Second units are particularly appropriate for Portola Valley because of their compatibility with the rural nature of the town and their ability to directly serve the need for affordable housing. 2482a To strengthen the second unit program, Portola Valley proposed three amendments to its zoning ordinance in addition to the changes made to implement previous housing element programs. *Objective: Amend the zoning ordinance to encourage second units. Monitor the program and take additional steps to increase second unit production if necessary.*	Timeline: 2015, Ongoing Initial amendments were completed in 2015 continue to have ongoing updates.	Completed. Replace with new ADU Programs. Town Council approved the amendments outlined in the Housing Element in 2015. Additional amendments were adopted in compliance with 2017 State law changes. In 2017, the Town received a grant from Home for All to conduct community workshops on housing topics, which were held in 2018. Accessory Dwelling Units became a focus of that effort. In fall of 2018, additional zoning code amendments were considered to further encourage ADUs and allow ADUs in all zoning districts. The ordinance was adopted in early 2019. In 2021, the Town adopted another set of amendments for compliance with State law.
Program 4: Shared Housing	As discussed in the section on housing characteristics, homes in Portola Valley tend to be large. For older residents who want to remain in their homes, maintaining a large home while living on their own may be difficult. One option would be to convert a portion of a home to a second unit. Another option would be to simply find someone else to share the house. The Human Investment Project for Housing (HIP Housing) is a nonprofit organization that conducts a program in San Mateo County to match housing "providers" with housing "seekers." Rents are established on a case-by-case basis and can sometimes be partly defrayed by	Timeline: Ongoing	Retain and modify. HIP has attended the Farmer's Market. Staff shares publicity materials through the website and online forum. Staff plans to include HIP in upcoming events related to housing.

Housing Element Program Name/ Number	Program Description and Objective	Timeframe and Achievements	Program Evaluation and Recommendation
	services. Although Portola Valley is currently in the area served by HIP Housing, there is no formal arrangement with the organization. Portola Valley will continue to work with the organization to increase publicity about its service in the town *Objective: Continue to work with HIP Housing to improve publicity of its home-sharing program to residents and employees.*		
Program 5: Fair Housing	Project Sentinel handles complaints of discrimination in the sale or rental of housing and in the mediation of tenant/landlord disputes in Portola Valley under the terms of a contract with San Mateo County. Information on this program will be posted or otherwise made available at Town Hall and the library, and on the town's website. *Objective: Publicize the program by continuing to provide brochures or post information sheets at Town Hall, the library and on the town's website.*	Timeline: Ongoing	Retain and modify. Staff continues to ensure information on Project Sentinel is readily available on the website.
Program 6: Energy Conservation and Sustainability	The Town has had a number of regulations that encourage energy conservation for years. These include permitting solar installations, utilizing subdivision regulations that protect solar access, and supporting energy efficient design. In addition, most new development is clustered, which reduces impacts on the land. The town also requires native landscaping, which reduces the need for both water and energy. All of these policies and regulations will continue. *Objective: To continue existing green and energy conservation measures, revise them when necessary, and implement new programs in accordance with the*	Timeline: Ongoing.	Retain. Town Council approved the Green Building Ordinance in 2017 and staff has been reviewing applications for compliance since it went into effect. The Council is currently considering additional updates to the Green Building Ordinance.

Housing Element Program Name/ Number	Program Description and Objective	Timeframe and Achievements	Program Evaluation and Recommendation
	Sustainability Element and the town's future Climate Action Plan.		
Program 7: Explore Future Housing Needs and Potential Housing Programs	During the housing element update process, the town identified a need for a longer-range "vision" for housing in Portola Valley. This program therefore calls for the town to examine its likely housing needs beyond 2022, with the results potentially serving as a foundation for the next housing element update. *Objective: To analyze the town's housing needs and trends, explore a commercial affiliated employee housing program, identify potential uses of money in the town's in-lieu housing fund, and examine other potential programs as appropriate to meet the town's future needs. The results of this program will help to create a foundation for the 2022 housing element update.*	Timeline: Ongoing	Completed. In 2016, the Council adopted the Housing Strategic Plan with six strategies. In 2018-2019, the Town held three community wide meetings with Home for All (Countywide housing advocates). In 2019, the Ad Hoc Housing on Town-Owned Property Committee reviewed properties owned by the Town that may be suitable for housing and reported back to Council. That process was valuable and resulted in a list of sites that have been used in the Housing Element Update process. Council Subcommittees continued to meet on housing topics. Communications with residents on housing topics remained high during 2020 and 2021.
Program 8: Transitional and Supportive Housing Ordinance Amendment	Due to clarifications of California law relative to transitional and supportive housing, the Town's municipal code needs to be amended so that it is fully compliant. In order to comply, sections 18.12.010, 18.14.020, and 18.16.020 which list the permitted uses in the residential zoning districts (the R-E, R-1, and M-R districts), need to be amended so that they no longer restrict the number of persons in transitional and supportive housing when those types of housing are located in single family homes. *Objective: Amend the zoning ordinance to fully comply with State law relative to transitional and supportive housing.*	Timeline: 2015	Will be completed before the end of the Housing Element Cycle The Transitional and Supportive Housing Code amendments have been drafted and will be reviewed by the Planning Commission and Town Council in summer 2022. In December 2021, the Town approved a Supportive Housing project with 11 units for adults with developmental delays.

APPENDIX 2

SAFETY ELEMENT UPDATE (OCTOBER 2022)

TOWN OF PORTOLA VALLEY
SAFETY ELEMENT UPDATE

PUBLIC REVIEW DRAFT

October 2022

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SECTION 1. INTRODUCTION

The Safety Element is designed to establish goals, policies, and implementation programs that will protect the Town of Portola Valley from risks associated with earthquakes, floods, fires, landslides, and other environmental hazards identified by the local community. By identifying these hazards and the appropriate related policies, the Safety Element is intended to effectively reduce the potential for life threatening, property damaging, and economically and socially detrimental events. In addition, this element is used as a guide for establishing land use patterns that minimize the exposure of Town residents to excessive natural and human-caused hazards.

WHAT IS A SAFETY ELEMENT?

The Safety Element is one of the State-mandated elements of the General Plan. It presents the Town's overall goals, policies, and implementation actions to facilitate resilience and prosperity. This Safety Element meets the requirements of California Government Code Section 65302 (g). Under State planning law, this Element identifies and discusses the following hazards of concern for the Town:

- Faulting
- Ground Shaking
- Landsliding
- Ground Settlement
- Soil Liquefaction
- Flooding
- Erosion and Sedimentation
- Expansive Soils and Soil Creep
- Wildfire Hazards
- Climate Change Adaptation and Resilience

The Town cannot be made hazard free, but the planning process can be used to minimize exposure to dangerous conditions. This is the concept of acceptable risk, and it is an inherent part of the environmental planning process. Every community must decide what public safety standards are acceptable and the actions needed to maintain those standards. For planning purposes, an acceptable level of risk is one at which a hazard is deemed to be a tolerable exposure to danger, given the expected benefits to be gained. For some types of risk, numerical measures have been defined to identify the threshold of acceptable risk. In the case of seismic or flooding hazards, for example, specific locations may be identified for development mitigation based on their distance from known faults or location within an area of or designated flood zone.

The impacts of climate change pose an increasing and growing challenge to the safety and wellbeing to the residents of Portola Valley. California will continue to experience effects of

climate change in different ways, including increased likelihood of drought, flooding, wildfires, heat waves, severe weather, and sea-level rise. In addition to climate change planning becoming necessary on its own merits, SB 379, requires jurisdictions on or after January 1, 2017 to update their Safety Element to address applicable adaptation and resiliency strategies.

PLANNING PROCESS AND PUBLIC OUTREACH

This Safety Element comprehensively updates the Town's previous Safety Element adopted in 2010. An update of the Safety Element was needed given the land use and regulatory changes that have taken place over the last 12 years, and in response to new State law requiring jurisdictions update their Safety Element in conjunction with their housing element update, which occurs on an eight-year cycle.

The Town's website was updated with information about the importance of the Safety Element update, with links to public meeting information, and draft and final documents, as well as details of the project status.

The Town has held numerous meetings on the Safety Element update in coordination with the Housing Element update including:

TABLE 1: SAFETY ELEMENT UPDATE PUBLIC MEETINGS

Meeting	Date	Topic
Ad Hoc Housing Element Update	January 18, 2022	Housing and Safety Element Timeline Presentation Fire District Process and Key Considerations (with Don Bullard) Wildfire Resilience and Recovery (with Susan Hartman, Town of Paradise)
	February 22, 2022	Woodside Fire Protection District Presentation
Geologic Safety Committee	May 11, 2022	Geologic, Seismic, Flooding Memo
Emergency Preparedness Committee	May 17, 2022	Wildfire Hazards Background and Best Practices Memo and Senate Bill 99 Assessment Memo
Sustainability Committee	May 19, 2022	Climate Change Adaptation and Resilience Memo
Joint Committee Meeting	October 26, 2022	Draft Safety Element update
Community-Wide Meeting	XX	Draft Safety Element update

Town of Portola Valley, 2022.

[NOTE: MORE DETAIL WILL BE ADDED AFTER UPCOMING COMMITTEE MEETING AND COMMUNITY-WIDE MEETING]

SECTION 2. BACKGROUND

REGULATORY SETTING

CALIFORNIA GOVERNMENT CODE 65302(G)(1)

California Government Code Section 65302(g) establishes the legislative framework for California's Safety Elements. This framework consolidates the requirements from relevant federal and state agencies, ensuring that all jurisdictions are compliant with the numerous statutory mandates. These mandates include:

- Protecting against significant risks related to earthquakes, tsunamis, seiches, dam failure, landslides, subsidence, flooding, and fires as applicable.
- Including maps of known seismic and other geologic hazards.
- Addressing evacuation routes, military installations, peak-load water supply requirements, and minimum road widths and clearances around structures as related to fire and geologic hazards, where applicable.
- Identifying areas subject to flooding and wildfires.
- Avoiding locating critical facilities within areas of high risk.
- Assessing the community's vulnerability to climate change.
- Including adaptation and resilience goals, policies, objectives, and implementation measures.

The Safety Element must include mapping of known seismic and other geologic hazards. It must also address evacuation routes, military installations, peak load water supply requirements, and minimum road widths and clearances around structures, as those items relate to identified fire and geologic hazards.

The Safety Element must also identify information regarding flood hazards, establish a set of comprehensive goals, policies, and objectives for the protection of the community from the unreasonable risks of flooding, and establish a set of feasible implementation measures designed to carry out the goals, policies, and objectives for flood protection. It is recommended that the Safety Element do the same for drought impacts.

The Safety Element must also be reviewed and updated as necessary to address the risk of fire for land classified as state responsibility areas and land classified as very high fire hazard severity zones.

CALIFORNIA GOVERNMENT CODE SECTIONS 8685.9 AND 65302.6

California Government Code Section 8685.9 (also known as Assembly Bill 2140 or AB 2140) limits California's share of disaster relief funds paid out to local governments to 75 percent of

the funds not paid for by federal disaster relief efforts. However, if the jurisdiction has adopted a valid hazard mitigation plan consistent with DMA 2000 and has incorporated the hazard mitigation plan into the jurisdiction's General Plan, the State may cover more than 75 percent of the remaining disaster relief costs. All cities and counties in California must prepare a General Plan, including a Safety Element that addresses various hazard conditions and other public safety issues. The Safety Element may be a standalone chapter or incorporated into another section as the community wishes. California Government Code Section 65302.6 indicates that a community may adopt a Local Hazard Mitigation Plan (LHMP) into its Safety Element as long as the LHMP meets applicable state requirements. This allows communities to use the LHMP to satisfy state requirements for Safety Elements. As the General Plan is an overarching long-term plan for community growth and development, incorporating the LHMP into it creates a stronger mechanism for implementing the LHMP.

In October 2021, the Town of Portola Valley adopted the San Mateo County Multi-Jurisdictional Hazard Mitigation Plan (SMCMJHMP). The adoption of this plan affords the Town opportunities to pursue FEMA hazard mitigation grant funding. As an adopted plan, the SMCMJHMP has been integrated into the Portola Valley Safety Element, which ensures compliance with Government Code 8685.9 (AB 2140). Through this integration, the Town should be eligible for additional disaster assistance from the State.

CALIFORNIA GOVERNMENT CODE 65302 (G) 3 ADOPTED THROUGH SB 1241 (EFFECTIVE 2014/ADOPTED 2012)

California Government Code Section 65302 (g) 3 requires the Safety Element to identify and update mapping, information, and goals and policies to address wildfire hazards. As part of this requirement, any jurisdiction that includes State Responsibility Areas or Very High Fire Hazard Severity Zones in the Local Responsibility Areas (LRA), as defined by the California Board of Forestry and Fire Protection (Board), is required to transmit the updated element to the Board for review and approval.

CALIFORNIA GOVERNMENT CODE 65302 (G) 4 ADOPTED THROUGH SB 379 (EFFECTIVE 2017/ADOPTED 2015)

California Government Code Section 65302 (g) 4 requires the Safety Element to address potential impacts of climate change and develop potential strategies to adapt/mitigate these hazards. Analysis of these potential effects should rely on a jurisdiction's LHMP or an analysis that includes data and analysis from the State of California's Cal-Adapt website.

CALIFORNIA GOVERNMENT CODE 65302 (G) 5 ADOPTED THROUGH SB 99 (EFFECTIVE 2020/ADOPTED 2019)

California Government Code Section 65302 (g) 5 requires the Safety Element to identify evacuation constraints associated with residential developments, specifically focused on areas served by a single roadway.

NATIONAL FLOOD INSURANCE PROGRAM

The National Flood Insurance Program (NFIP) was created in 1968 to help communities adopt more effective floodplain management programs and regulations. The Federal Emergency Management Agency (FEMA) is responsible for implementing the NFIP and approves the floodplain management plans for participating cities and counties.

ALQUIST-PRIOLO EARTHQUAKE FAULT ZONING ACT

The Alquist-Priolo Earthquake Fault Zoning Act (California Public Resources Code [PRC], Chapter 7.5, Section 2621-2699.6) was intended to reduce the risks associated with surface faults and requires that the designated State Geologist identify, and map "Earthquake Fault Zones" around known active faults. Per PRC Section 2623 a, cities and counties shall require a geologic report defining and delineating any hazard of surface fault rupture before the approval of a project. If the jurisdiction finds no undue hazard of that kind exists, the geologic report on the hazard may be waived, with the State Geologist's approval. For a list of project types, please refer to PRC Section 2621.6. The Town contains an Alquist-Priolo special study zone due to the presence of the San Andreas Fault.

SEISMIC HAZARDS MAPPING ACT

The Seismic Hazards Mapping Act (California Public Resources Code [PRC], Chapter 7.8, Section 2690-2699.6) created a statewide seismic hazard mapping and technical advisory program in 1990 to help cities and counties more effectively address the effects of geologic and seismic hazards caused by earthquakes. Under PRC 2697, cities and counties shall require a geotechnical report defining and delineating any seismic hazard before approving a project located in a seismic hazard zone. If the jurisdiction finds that no undue hazard of this kind exists based on information resulting from studies conducted on sites near the project and of similar soil composition to the project site, the geotechnical report may be waived. After a report has been approved or a waiver granted, subsequent geotechnical reports shall not be required, provided that new geologic datum, or data, warranting further investigation is not recorded. Each jurisdiction shall submit one copy of each approved geotechnical report, including the mitigation measures to be taken, if any, to the State Geologist within 30 days of its approval of the report. For a list of project types, please refer to PRC Section 2693.

CORTESE LIST

Government Code Section 65962.5 (typically referred to as the "Cortese List") identifies sites that require additional oversight during the local permitting process as well as compliance with the California Environmental Quality Act (CEQA). The list is generally a compilation of properties and businesses that generate, store, and/or have been impacted by the presence of hazardous materials/wastes. Many properties identified on this list may be undergoing corrective action, cleanup, or abandoned and in need of these activities. The Town of Portola Valley regularly refers to these Statewide lists to during the development review process.

SENATE BILL 99 AND ASSEMBLY BILL 747

Senate Bill (SB) 99 requires jurisdictions, upon the next revision of the housing element on or after January 1, 2020, to review and update the Safety Element to include information identifying residential developments in hazard areas that do not have at least two emergency evacuation routes. Assembly Bill (AB) 747 requires jurisdictions to, after January 1, 2022, review and update the Safety Element as necessary to identify evacuation routes and evaluate their capacity, safety, and viability under a range of emergency scenarios. The Town contracted with Fehr & Peers and Atlas Planning to prepare an evacuation analysis on constrained roadways and parcels with limited ingress/egress in accordance with SB 99. The Town also contracted with Fehr & Peers to undertake a separate evacuation study. This study went above and beyond the requirements of AB 747, to identify evacuation routes and evaluate their capacity, safety, and viability under a range of emergency scenarios. The results of both studies have helped inform the policies in this Element. ***[NOTE: ADDITIONAL INFORMATION WILL BE ADDED.]***

SECTION 3. HAZARD TOPICS

SAFETY ELEMENT PURPOSE AND MISSION

While this Safety Element update incorporates new legal requirements, hazard data, climate and wildfire science and best practices, the fundamental purpose and mission of the Element is to ensure the highest degree of safety to Town residents and properties. The goals, policies, and implementation actions described in this element are intended to prevent loss of life, reduce injuries and property damage, and minimize economic and social dislocation that may result from earthquakes, other geologic hazards, fires, and flooding.

Many of the goals and policies included in the element are based on prior versions of the Safety Element with modifications to better address the changing regulatory requirements and real-world conditions within the Town. Proposed goals, policies, and implementation actions serve as guidance for future developments proposed as well as community activities used to reduce or minimize existing and future hazard related issues.

FAULTING

EXISTING CONDITIONS

Portola Valley is bisected by the San Andreas Fault Zone which is made up of a number of individual fault traces along which movement has occurred at some time in the past. Some of the traces of the San Andreas Fault Zone are active; some are of undefined activity; some are deemed to be inactive; and others are poorly defined or are as yet unrecognized and the possibility of their activity is questionable. Experience in California and in other parts of the world where active faulting takes place indicates that future fault movements are most likely to occur along the traces of recent displacements. Ground rupturing, with horizontal displacements of up to 8 to 10 feet, took place along the San Andreas Fault through Portola Valley in the 1906 earthquake. Measurable earth strain and other geologic considerations suggest that similar or greater amounts of displacement may be anticipated in the Portola Valley area in the years ahead. Recurrence intervals for major movements along the Portola Valley segment of the San Andreas Fault are calculated to be approximately 180 years.[1]

Although future fault movement is generally anticipated along only those faults judged to be active, there is always the possibility that movement may occur along traces that are of undefined activity, deemed inactive, poorly defined, as yet unrecognized, or newly

[1] U.S. Geological Survey, The Uniform California Earthquake Rupture Forecast, Version 3 (UCERF3) – The Time-Independent Model: U.S. Geological Survey Open-File Report 2013–1165, 97 p., California Geological Survey Special Report 228, and Southern California Earthquake Center Publication 1792, http://pubs.usgs.gov/of/2013/1165/, 2013.

formed.[2,3,4,5] Figures 1 and 2 show the locations of regional and local faults within Portola Valley.

The traces of the San Andreas Fault Zone judged to be active and with significant potential for future displacement are shown with distinctive heavy lines on the Town of Portola Valley's Geologic Map[6] and Ground Movement Potential Map (see Figures 3 and 4). These geologic maps were prepared by the Town, based on the study of aerial photographs, field investigations, and other available geologic studies. These maps portray the various geologic conditions with considerable accuracy and were adopted by the Town Council to serve as guidelines for addressing geologic hazards, with the intention of modifying them as new information becomes available.

Fault traces similar to this source are also shown on the Special Studies Zones Maps of the Mindego Hill and Palo Alto Quadrangles,[7,8] issued by the California Geological Survey in compliance with requirements of the Earthquake Fault Zoning Act.

Studies of the San Andreas Fault in California and other similar faults elsewhere in the world show that dislocations associated with faulting tend to be concentrated along relatively narrow traces. In Portola Valley, however, a pattern of en echelon (overlapping) ground breakage has occurred along some of the San Andreas trace. Also, a belt of disturbed ground several hundred feet wide or more, characterized by secondary fractures and cracks, ground lurching and warping may develop along traces of dislocation. Although deformation of this zone may result in serious structural damage to buildings within it, the risk of structural collapse due solely to permanent ground deformation is considerably less than for sites crossing or immediately adjacent to the principal trace of movement. The Portola Valley municipal code has established special building setbacks along earthquake fault traces to minimize the potential loss of property and life resulting from differential movement along such traces caused by tectonic forces.[9] To that end, the town should adopt and apply the best available information on the potential for ground rupture due to faulting. Land uses should be located where the level of risk from seismic forces is deemed acceptable to the community.

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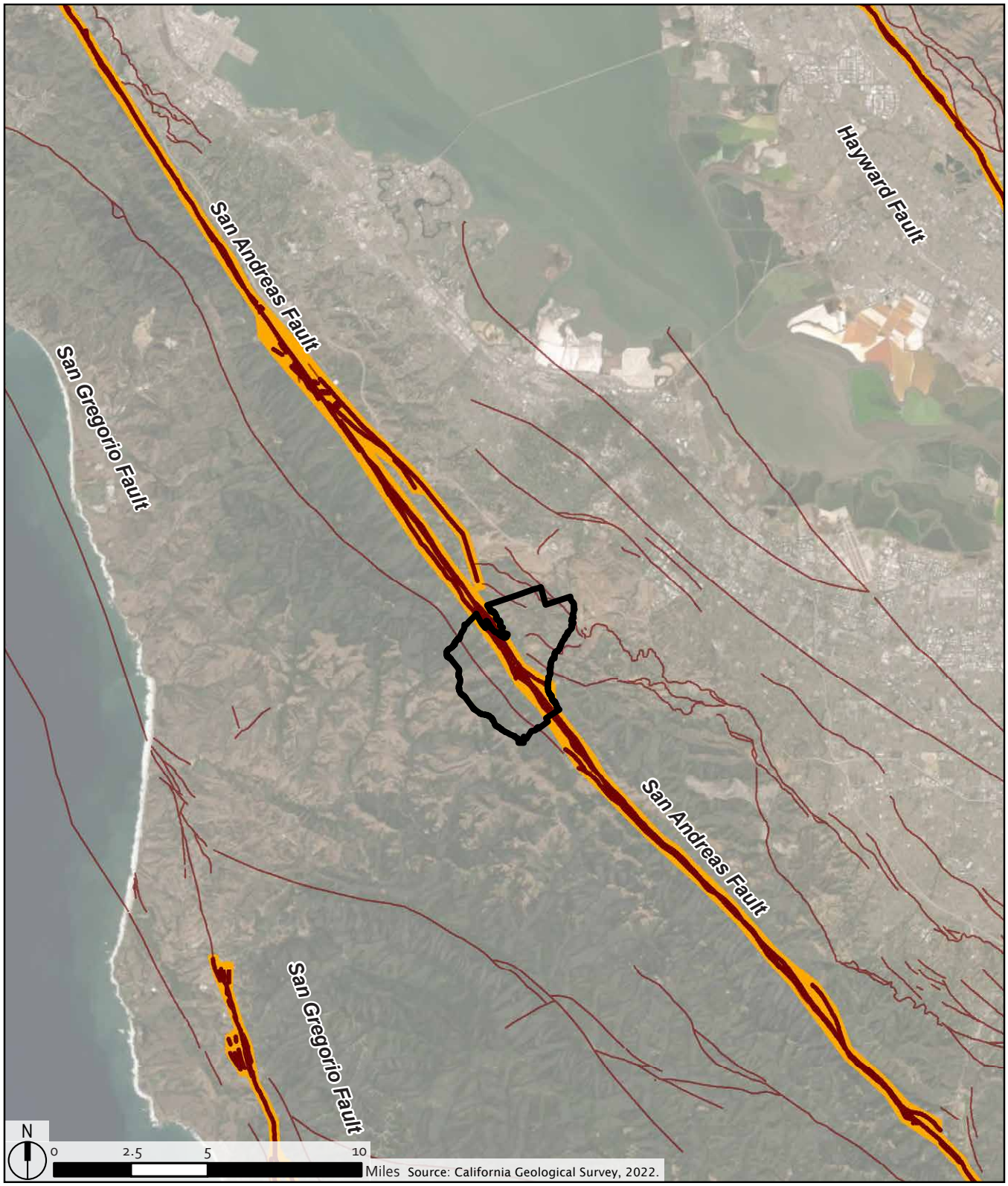
[2] William R. Dickinson, "Fault Lines Mapped by W.R. Dickinson, November 1971."
[3] William R. Dickinson, Reconnaissance of Active Traces of the San Andreas Fault in Woodside, 1973.
[4] William Lettis & Associates, Inc., Seismic Hazard Evaluation, Proposed Portola Valley Town Center, 765 Portola Road, Portola Valley, CA 94028, February 28, 2003.
[5] William Lettis & Associates, Inc., Supplemental Surface-Fault Rupture Hazard Evaluation, Proposed Portola Valley Town Center, 765 Portola Road, Portola Valley, CA 94028, January 29, 2004.
[6] Cotton, Shires and Associates, Inc., "Geologic Map, Town of Portola Valley, San Mateo County, California, June 2017," scale 1" = 500'.
[7] William R. Dickinson, "Fault Lines Mapped by W.R. Dickinson, November 1971."
[8] State of California, Special Studies Zones, Mindego Hill Quadrangle, Official Map, Effective July 1, 1974, scale 1:24,000.
[9] Portola Valley Municipal Code, October 2010. Chapter 18.58.030- Special building setbacks along earthquake faults. April 2022.



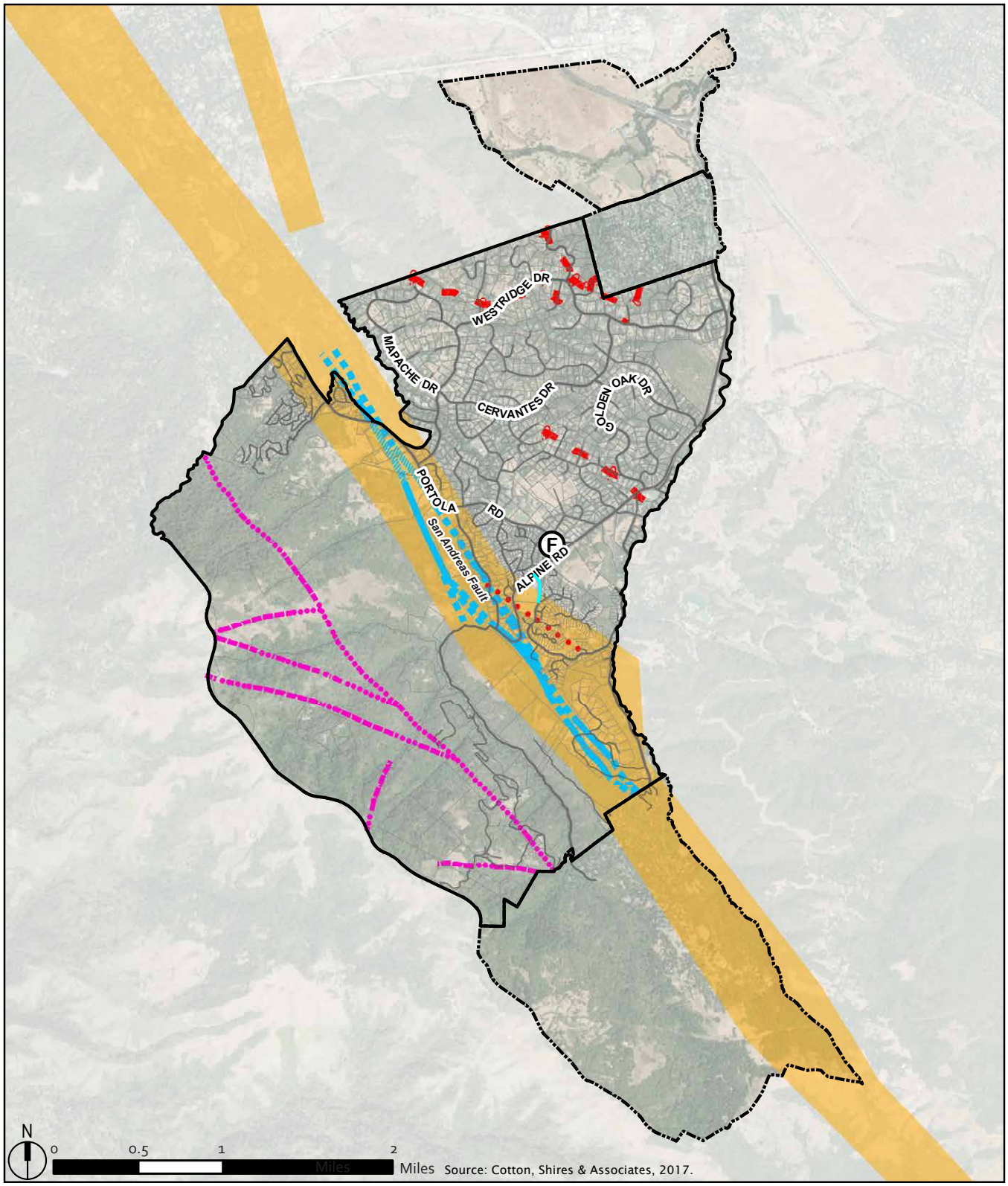
Town Boundary

Quaternary Fault Traces*

Alquist-Priolo Zone Active Faults

Note: Quaternary is 2.58 million years ago to present day.

Figure 1
Regional Fault Areas Map



Town Boundary

Sphere of Influence

Fire Station

Alquist-Priolo Zone Active Faults

Traces of the San Andreas Fault, dashed where approximate. En-echelon rupture behavior depicted by series of diagonal slashes.

Fault (other than San Andreas) of undetermined activity, dashed where approximate, dotted where conceals, barbs are located on upthrown side of fault.

Inactive Fault

Figure 2

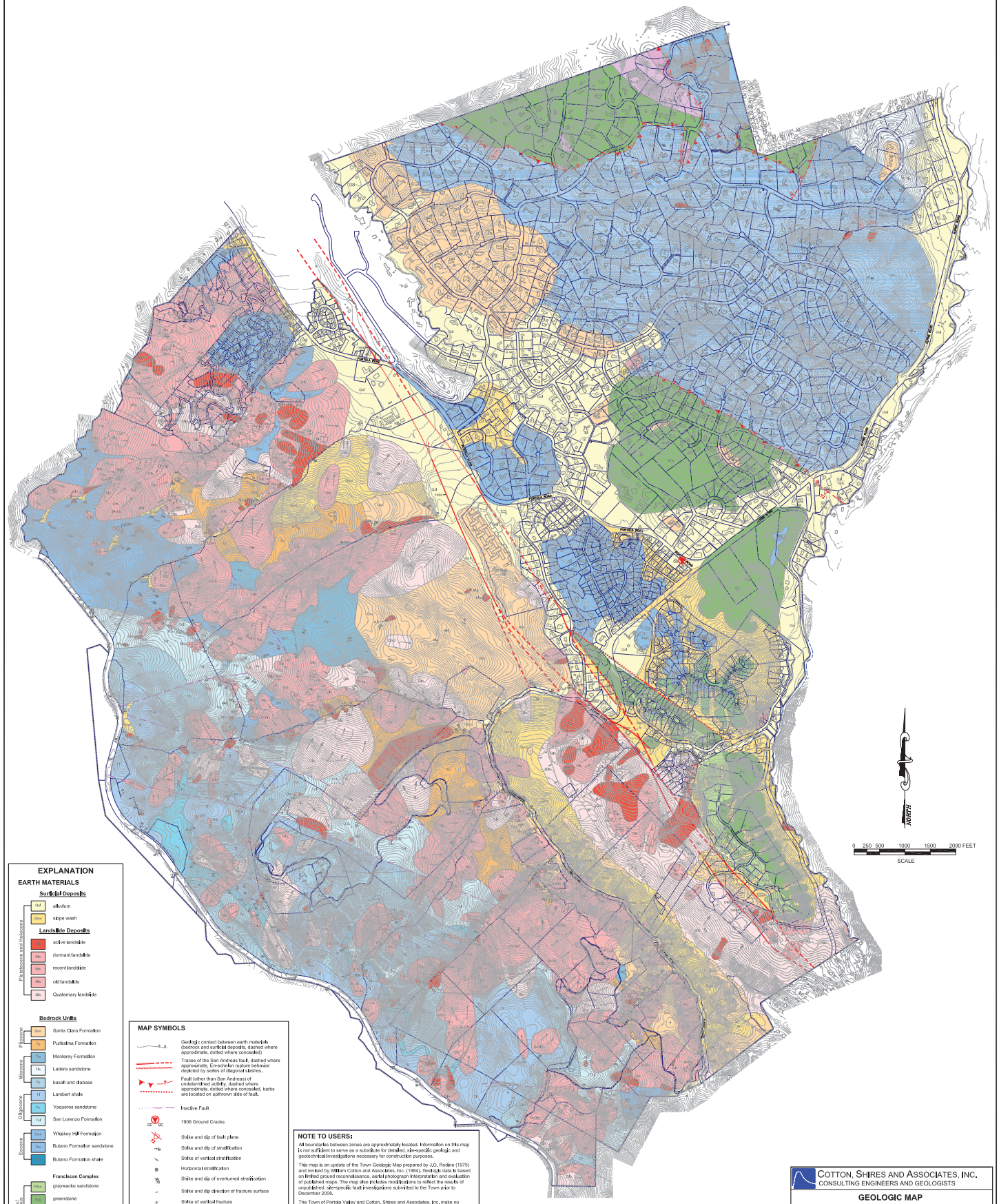
Local Fault Areas Map

Portola Valley Safety Element

Public Review Draft

GEOLOGIC MAP

Town of Portola Valley, California



EXPLANATION

EARTH MATERIALS

Surficial Deposits

Holocene
- Qaf — alluvium
- Qsw — slope wash

Landslide Deposits

Pleistocene and Holocene
- Qla — active landslide
- Qld — dormant landslide
- Qlr — recent landslide
- Qlo — old landslide
- Qls — Quaternary landslide

Bedrock Units

Pliocene
- Tsc — Santa Clara Formation
- Tp — Purisima Formation

Miocene
- Tm — Monterey Formation
- Tla — Ladera sandstone
- Tb — basalt and diabase

Oligocene
- Tl — Lambert shale
- Tv — Vaqueros sandstone
- Tsl — San Lorenzo Formation

Eocene
- Twh — Whiskey Hill Formation
- Tbs — Butano Formation sandstone
- Tbs — Butano Formation shale

Franciscan Complex

Jurassic/Cretaceous
- KJfsg — graywacke sandstone
- KJfg — greenstone
- KJfc — chert
- KJfsp — serpentinite
- KJf — Franciscan Complex undifferentiated

MAP SYMBOLS

- Geologic contact between earth materials (bedrock and surficial deposits, dashed where approximate, dotted where concealed)
- Traces of the San Andreas fault, dashed where approximate, En-echelon rupture behavior depicted by series of diagonal slashes.
- Fault (other than San Andreas) of undetermined activity, dashed where approximate, dotted where concealed, barbs are located on upthrown side of fault.
- Inactive Fault
- 1906 Ground Cracks
- Strike and dip of fault plane
- Strike and dip of stratification
- Strike of vertical stratification
- Horizontal stratification
- Strike and dip of overturned stratification
- Strike and dip direction of fracture surface
- Strike of vertical fracture
- Boundary of landslide deposit, arrows show direction of movement
- Trace of axial plane of syncline
- Trace of axial plane of anticline

NOTE TO USERS:

All boundaries between zones are approximately located. Information on this map is not sufficient to serve as a substitute for detailed, site-specific geologic and geotechnical investigations necessary for construction purposes.

This map is an update of the Town Geologic Map prepared by J.D. Rodine (1975) and revised by William Cotton and Associates, Inc. (1984). Geologic data is based on limited ground reconnaissance, aerial photograph interpretation and evaluation of published maps. The map also includes modifications to reflect the results of unpublished, site-specific fault investigations submitted to the Town prior to December 2008.

The Town of Portola Valley and Cotton, Shires and Associates, Inc. make no representation or warranties regarding the accuracy of the data from which this map was derived. Depicted Town and parcel boundaries are approximate and based on preliminary information. Absence of appropriate symbols (i.e., landslides, faults, etc.) from any part of this map may not be used to prove the absence of these features. Additional explanation and description of units may be found in Geology and Movement Potential within the Town of Portola Valley, California, by J.D. Rodine (1975).
Please see Town website at www.portolavalley.net for latest map revisions.

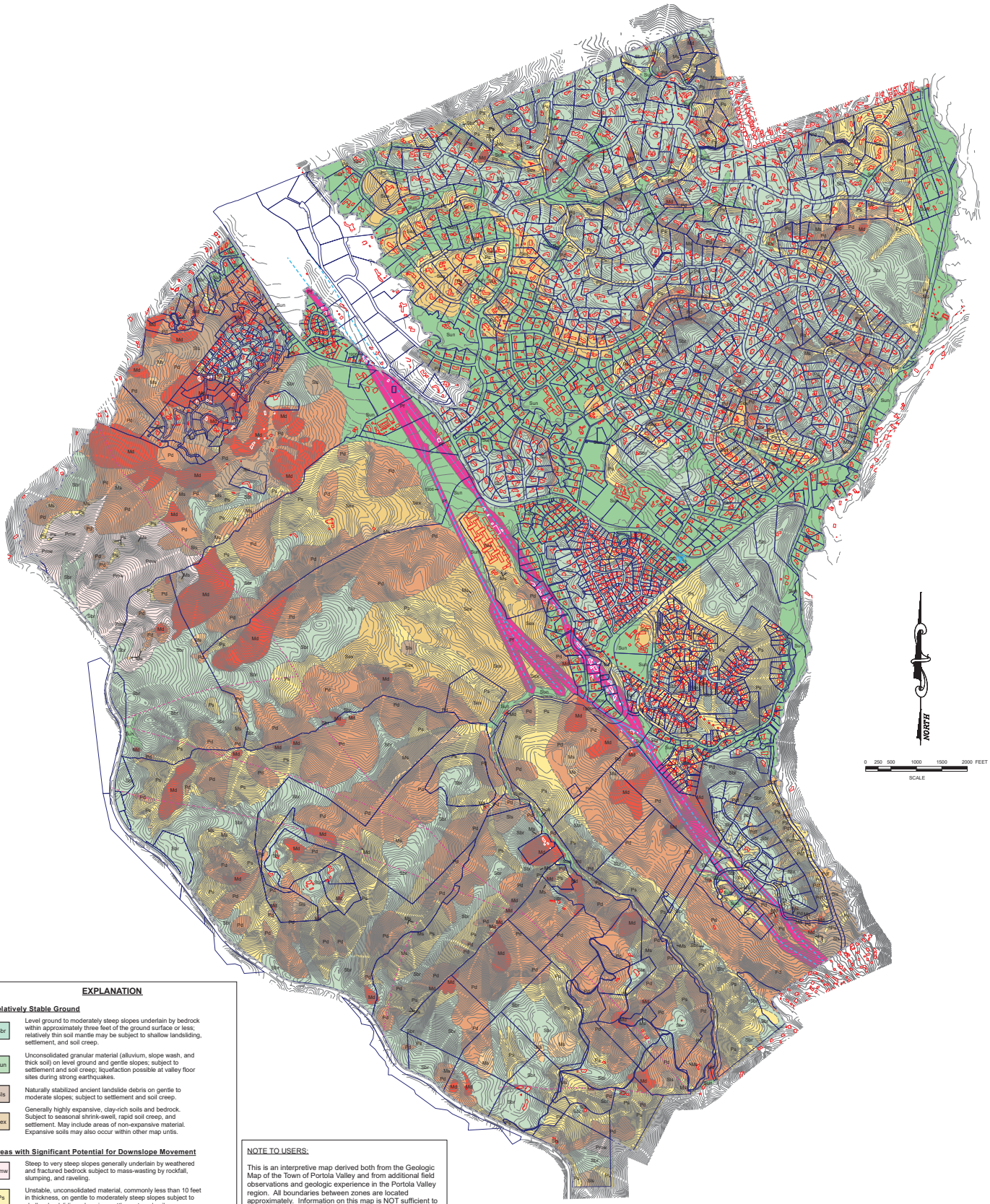
COTTON, SHIRES AND ASSOCIATES, INC.
CONSULTING ENGINEERS AND GEOLOGISTS

GEOLOGIC MAP
Town of Portola Valley
San Mateo County, California

GEO/ENG BY	SCALE	PROJECT NO.
TS	1"=500'	G0088
APPROVED BY	DATE	SHEET NO.
JW	JUNE 2017	1 OF 1

GROUND MOVEMENT POTENTIAL MAP

Town of Portola Valley, California



EXPLANATION

Relatively Stable Ground

- **Sbr** — Level ground to moderately steep slopes underlain by bedrock within approximately three feet of the ground surface or less; relatively thin soil mantle may be subject to shallow landsliding, settlement, and soil creep.
- **Sun** — Unconsolidated granular material (alluvium, slope wash, and thick soil) on level ground and gentle slopes; subject to settlement and soil creep; liquefaction possible at valley floor sites during strong earthquakes.
- **Sls** — Naturally stabilized ancient landslide debris on gentle to moderate slopes; subject to settlement and soil creep.
- **Sex** — Generally highly expansive, clay-rich soils and bedrock. Subject to seasonal shrink-swell, rapid soil creep, and settlement. May include areas of non-expansive material. Expansive soils may also occur within other map untis.

Areas with Significant Potential for Downslope Movement

- **Pmw** — Steep to very steep slopes generally underlain by weathered and fractured bedrock subject to mass-wasting by rockfall, slumping, and raveling.
- **Ps** — Unstable, unconsolidated material, commonly less than 10 feet in thickness, on gentle to moderately steep slopes subject to shallow landsliding, slumping, settlement, and soil creep.
- **Pd** — Unstable, unconsolidated material, commonly more than 10 feet in thickness, on moderate to steep slopes; subject to deep landsliding.
- **Pdf** — Debris flows, (shallow, rapidly moving landlsides) including recognized source areas, flow paths and depostional runout areas.

Areas with Potential for Primary Ground Rupture from Active Faults

- **Pf** — Zone of potential primary surface rupture.

Unstable Ground Characterized by Seasonally Active Downslope Movement

- **Ms** — Moving shallow landslides, commonly less than 10 feet in thickness.
- **Md** — Moving deep landslides, commonly more than 10 feet in thickness.

NOTE TO USERS:

This is an interpretive map derived both from the Geologic Map of the Town of Portola Valley and from additional field observations and geologic experience in the Portola Valley region. All boundaries between zones are located approximately. Information on this map is NOT sufficient to serve as a substitute for detailed, site-specific geologic and geotechnical investigations necessary for construction. It illustrates the relative stability or movement potential, in the Portola Valley area, of ground in its natural undisturbed state. Works of man may seriously alter the natural stability of ground. Potential impacts of graded cut and fill slope are not addressed movement potential interpretations.

This map is an update of the initial Movement Potential of Undisturbed Ground Map prepared by J.D. Rodine (1975) revised by William Cotton and Associates, Inc. (1984), and revised by Cotton, Shires and Associates, Inc. (2010). For additional information about this map and the Geologic Map of the Town of Portola Valley, see: Geology and and Movement Potential within the Town of Portola Valley, California, February 1975, by J.D. Rodine

Please see Town website at www.portolavalley.net for latest map revisions.

MAP SYMBOLS

- Traces of the San Andreas fault, dashed where approximate. En-echelon rupture behavior depicted by series of diagonal slashes.
- Fault (other than San Andreas) of undetermined activity, dashed where approximate, dotted where concealed, barbs are located on upthrown side of fault.
- Inactive Fault
- gc gc — 1906 Ground Cracks

COTTON, SHIRES AND ASSOCIATES, INC.
CONSULTING ENGINEERS AND GEOLOGISTS

GROUND MOVEMENT POTENTIAL MAP
Town of Portola Valley
San Mateo County, Calfornia

GEO/ENG BY TS	SCALE 1"= 500'	PROJECT NO. G0088
APPROVED BY JW	DATE JUNE 2017	SHEET NO. 1 OF 1

HISTORICAL DATA

The entire San Francisco Bay Area is in a region of active seismicity. The seismicity of the region is primarily related to the San Andreas Fault Zone. The San Andreas Fault Zone is a complex of active faults forming a boundary between the North American and the Pacific plates. Historically, numerous moderate to strong earthquakes have been generated in northern California by several major faults and fault zones in the San Andreas Fault Zone system.

The last significant (greater than magnitude 6.0) seismic event in the San Mateo vicinity was the 6.9 magnitude San Andreas Loma Prieta Earthquake in 1989, which originated 10 miles northeast of Santa Cruz. Other significant local earthquakes include the 1906 earthquake in San Francisco and the 2014 Napa earthquake. Although the 1906 earthquake is most associated with the City of San Francisco, San Mateo County was also greatly affected. San Mateo County is in a region of high seismicity because of the presence of the San Andreas Fault that bisects the county, the Hayward Fault across the bay to the east, and the San Gregorio Fault to the west. The primary seismic hazard for Portola Valley is potential ground shaking from these three large faults.[10]

POLICIES AND IMPLEMENTATION ACTIONS

P-1 Consider all faults shown on the Town's Geologic Map and Ground Movement Potential Map, adopted by Resolution 2746-2017 during the review of development applications. Required setbacks for buildings for human occupancy illustrated on the Ground Movement Potential Map (Figure 3) should be adhered to and reflected in the Town's zoning ordinance.

P-2 At a minimum, new habitable structures shall be designed and built per the most recent California Building Code.

P-3 Qualifying subdivisions, including structures for human occupancy and other critical structures within an Earthquake Fault Zone shown on current maps published by the California Geological Survey,[11] should prepare a site-specific fault investigation report by a certified engineering geologist for Town review and approval. Also, any proposed new living space within a fault setback (consistent with the Pf Zone illustrated on the Town Movement Potential Map) should be supported by a fault investigation. The corresponding report should contain at a minimum the results of subsurface investigations, locations of hazardous faults adjacent to the project site, recommended setback distances of proposed structures from hazardous faults, and additional recommended measures to accommodate warping and distributive deformation associated with faulting (e.g., strengthened foundations, engineering

[10] Tetra Tech, October 2021.Multijurisdictional Local Hazard Mitigation Plan (MJLHMP).
[11] Division of Mines and Geology (now California Geological Survey), Fault-Rupture Hazard Zones in California, Alquist-Priolo Earthquake Fault Zoning Act with Index to Earthquake Fault Zone's Maps (name changed from Special Studies Zones January 1, 1994), Special Publication 42, Revised 1997, Supplements 1 and 2 added in 1999.

design, flexible utility connections). The recommendations should be incorporated into project design plans.

A-3-1 Design and construct new Town and utility infrastructure (either public or private) that cross active fault traces in a manner which recognizes the hazard of fault movement. Such designs should consider that there is a possibility of up to a 20-foot right-lateral displacement on the Woodside and Trancos traces of the San Andreas Fault.

A-3-2 Equip water, gas, and electric lines that cross active fault traces with shut-off devices and flexibility which utilize the best available technology for quick shut-off consistent with providing reliable service.

A-3-3 Develop a Utilities Resilience Program that examines all existing utility lines that cross active fault traces to determine their ability to survive fault movement and the necessary modifications if they are unable to accommodate fault movement.

A-3-4 Encourage utility companies to institute an orderly program for installing shut-off devices on these lines, starting with the lines that cross the Woodside and Trancos traces and those which serve the most people.

A-3-5 In consultation with Cal Water and WFPD, establish and maintain adequate emergency water supplies in areas served by water lines that cross active fault traces.

P-4 Require above ground crossing of utility lines where it has been determined that continued service and safety cannot be assured for subsurface lines.

P-5 Consider fault traces identified as "Fault other than the San Andreas" in the review of applications for the construction of buildings for human occupancy, site development, land divisions and subdivisions. Require the appropriate geological investigation/report of relevant fault locations and characteristics of proposed development areas before approval of a new development application.

GROUND SHAKING

EXISTING CONDITIONS

Although sparsely populated, the Portola Valley area experienced considerable damage from ground shaking in the 1906 earthquake, which is estimated to have been of a Richter magnitude[12] 8.3, (or Moment magnitude of 7.9) with local intensities ranging from VIII to X, on the Modified Mercalli scale (1956 edition). Moment magnitude, a more recent term used to

[12] Richter magnitude is an instrumentally determined measurement of the energy released by an earthquake at its source. The magnitude scale is logarithmic, hence an increase in one unit of magnitude (e.g., 6 to 7) represents a ten-fold increase in seismic wave amplitude but an approximately 32 times increase in energy released at the source.

describe earthquakes, takes into consideration more than the ground shaking at a location and includes such considerations as the surface area of a rupture.

The most recent addition (third) of the Uniform California Earthquake Rupture Forecast (UCERF3) estimates the magnitude, location, and likelihood of earthquake rupture throughout California. According to this model, which has assessed the probability of earthquakes in the San Francisco Bay Area, there is a 72 percent probability that an earthquake of Richter magnitude 6.7 or greater will strike the region between 2014 and 2044.[13]

The ground effects from seismic shaking in Portola Valley would vary with different underlying rock formations, soil conditions, and the amount of underground water present. Those areas underlain by relatively thick, unconsolidated, water-soaked surficial sediments (such as some recent alluvial deposits) have a greater potential for damaging effects due to ground shaking than do areas of firm bedrock. Table 2[14] below, defines three "geologic categories" in the Portola Valley planning area in which the geologic materials are grouped on the basis of their anticipated response to seismic shaking.

The amount of ground shaking at any location is based on the seismic energy released through the ground. It is prudent to analyze new developments and provide a reasonable level of protection.

TABLE 2: RELATIVE GROUND SHAKING POTENTIAL IN THE PORTOLA VALLEY PLANNING AREA

Increasing Ground Shaking Potential ↑	*Surficial Materials* – generally young, often saturated, unconsolidated deposits of gravel, sand, silt, and clay commonly confined to valley floors (alluvium, slope wash, landslide debris, and artificial fill).
	Near-Bedrock Materials – semi-consolidated to consolidated older deposits of gravel, sand, silt and clay (older alluvium).
	Bedrock Materials – hard, stratified to massive, deposits of sandstone, shale, conglomerate, chert, mafic, igneous rocks and serpentine (generally shown as Stable Bedrock-Sbr-on Movement Potential Map of Portola Valley).

[13] Field, E.H. and 2014 Working Group on California Earthquake Probabilities, 2015. UCERF3: A New Earthquake Forecast for California's complex Fault System: U.S. Geological Survey 2015-3009, 6 p., https://dx.doi.org/10.3133/fs20153009.

[14] See Geologic and Movement Potential Maps of Town of Portola Valley for the location of areas underlain by materials described above.

At any location, new structures must comply with the current California Building Code. Portola Valley and much of California are within the highest seismic risk category in the building code. The code provides differing levels of safety based on building occupancies. In addition, provisions in the code provide detailed requirements for calculating earthquake forces and requiring that buildings be appropriately designed. In Portola Valley, the Building Official is tasked with administering the provisions of the code.

POLICIES AND IMPLEMENTATION ACTIONS

P-6 Require that all essential (critical) buildings (facilities) be designed and constructed to meet or exceed the current California Building Code requirements.

A-6-1 Review the structural integrity of all essential services buildings in the own, and strengthen, remove, or replace those that are found to be unable to meet policy P-6 above.

P-7 Require that new developments/projects be built to the latest siting, design, and construction standards that promote structural integrity and functionality after a seismic event.

A-7-1 Periodically review methods to enhance current siting, design, and construction standards for ensuring post seismic event structural integrity and functionality. Update Town requirements accordingly.

P-8 Encourage seismic retrofits for existing homes within the Town. Consistent with the current California Building Code and recommendations from the California Earthquake Authority.

A-8-1 Identify funding opportunities to assist homeowners with seismic retrofit improvements.

P-9 Review State building code updates and make any necessary local amendments to address local geologic, topographic, or climatic conditions.

LANDSLIDING

EXISTING CONDITIONS

Landsliding is the mass-movement of soil and rock downslope along one or more recognizable slip surfaces; the movement may be rapid (as in rock-falls) or very slow (as in earth flows). In the California coast ranges, landsliding is a natural and widespread phenomenon occurring on many slopes underlain by relatively unstable rocks and soils. Initiation of movement of a new landslide or reactivation of an existing one may be caused by either natural processes or human activities. Strength of hillslope materials may be reduced by weathering and decay of rocks and soils, saturation, and strong vibrations. The balance of forces acting on hillslopes, ordinarily in equilibrium, may be upset by addition of weight, removal of lateral support, and seismic accelerations. Excavation, construction, irrigation, and disposal of wastewater in septic drain fields may contribute to these processes. Strong ground motion during earthquakes

may initiate new landslides and reactivate existing ones. Studies following larger earthquakes in California demonstrate that landsliding is commonly the most widespread type of earthquake related ground failure.

The Ground Movement Potential Map (see Figure 4) of the Town classifies landslides with respect to the potential for future movement and town regulations require that these maps be consulted when new development is proposed. In addition, the California Geological Survey (see Figure 5) has mapped areas based on their potential for earthquake-induced landslides, which may require further investigation prior to development.

POLICIES AND IMPLEMENTATION ACTIONS

P-10 Review all proposed developments with respect to the "Geologic Map" and "Ground Movement Potential Map" of the town. Require geologic and soil reports, when deemed necessary by the town geologist, to determine landslide risk/potential for developments.

P-11 Require geologic and soil reports for all new development in areas of identified landslides or other zones of geologic hazard susceptibility, or when deemed necessary by the town geologist.

A-11-1 Continue to file, reference, and index geologic/geotechnical mapping and data within the Town's Geographic Information System.

A-11-2 Require that all geotechnical investigations within the Town be prepared by a Geotechnical Engineer, Civil Engineer with geotechnical expertise, or Certified Engineering Geologist and be peer-reviewed by the Town's on-call geotechnical consultant.

P-12 Locate structures for human habitation and most public utilities so as to minimize disturbances from potential landslides. Give due consideration to mitigating measures, based on geologic and other reports acceptable to the Town, that can be taken to reduce the risk from seismic and non-seismic hazards to an acceptable level (as defined in Table 3 below and related text).

P-13 Where roads or utility lines are proposed to cross landslide areas for reasons of convenience or necessity, they should be permitted only if special design and construction techniques can be employed to assure that acceptable risk levels will be met.

P-14 Maintain policies and regulations that correlate the various land uses permitted by the zoning ordinance with the several categories of landslides shown on the Ground Movement Potential Map which will help assure that any failures of ground due to landslides will not endanger public or private property beyond levels of acceptable risk defined in this element.

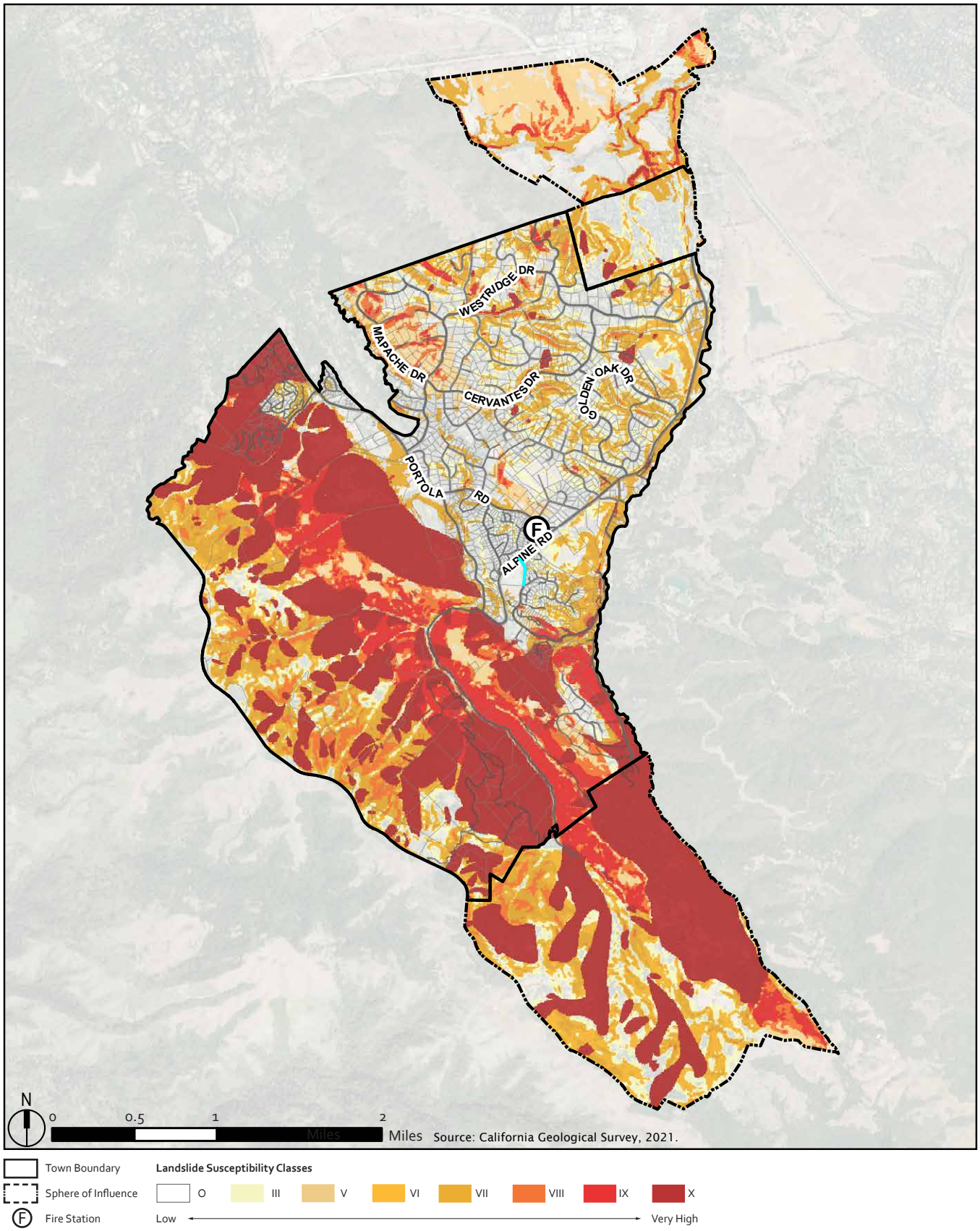


Figure 5
Landslide Susceptibility

TABLE 3: RISK CLASSIFICATION OF STRUCTURES, OCCUPANCIES, AND LAND USES

Class	General Category	General Examples	Acceptable Damage to Facility	Level of Acceptable Risk
1-A	Facilities whose failure might be catastrophic	Nuclear reactors, large dams	None which would result in exposing affected population to death or injury	Near zero
1-B	Facilities whose continuing function is critical	Power plants, power intertie systems	None which would impair safety of facility or disrupt function	Extremely low
2-A	Facilities critically needed for services after disaster	Hospitals, fire stations, telephone exchanges	None which would impair safety of facility or disrupt function	Extremely low
2-B	Critical transportation links	Regional highways, bridges, rail lines, overpasses, tunnels	Minor non-structural; facility should remain operational and safe, or be susceptible to quick restoration of service	Low
2-C	Major local utility lines and facilities	Power substations, gas and water mains	Minor non-structural; facility should remain operational and safe, or be susceptible to quick restoration of service	Low
2-D	Small dams	Small dams	None which would expose "downstream" population to injury	Extremely low
3-A	High occupancy structures	High-rise apartmenets and offices, schools	No structural damage; minor non-structural damage, but structures should remain safe and usable	Low
3-B	Facilities highly desirable for shelter after disaster	Schools, churches, civic buildings	No structural damage; minor non-structural damage, but structures should remain safe and usable	Low
3-C	Local roads, utilities and communication facilities	Local roads, local utility lines	Damage should be susceptible to reasonable rapid repair (or utility shut-off)	Moderate
4-A	Medium occupancy structures	Most commercial and industrial buildings, apartments	Structural integrity must be retained; non-structural damage should not unduly endanger safety of occupants	Low
4-B	Low occupancy structures	Singe-family homes	Structural integrity must be retained; non-structural damage should not unduly endanger safety of occupants	Low
5-A	Open space, with developed sites	Recreation areas, orchards, vineyards	Structural integrity must be retained; non-structural damage should not unduly endanger safety of occupants	Moderate
5-B	Open space, with undeveloped sites	Grazing lands, forests	Not applicable	Moderate

Source: Town of Portola Valley.

P-15 Restrict development projects that will cause hazardous geologic conditions or expose existing developments to an unacceptable level of risk until the causative factors are mitigated.

P-16 When considering development in areas that contain unstable ground, it is preferable to develop on those areas of natural stable terrain and thereby avoid the potential negative environmental impacts from engineered solutions.

GROUND SETTLEMENT

EXISTING CONDITIONS

Ground settlement is the sinking of the surface of the land and is most commonly due to the compaction of unconsolidated granular sediments, soils, and artificial fills. Compaction and settlement of such materials is a natural process that ordinarily takes place slowly and imperceptibly. However, the process can be accelerated by loading imperfectly compacted soils with embankments or buildings, by excessive withdrawal of groundwater, or by ground shaking resulting from earthquakes. Seismically induced ground settlement or "shakedown" may occur very rapidly. Settlement, particularly when aggravated by human or seismic processes, may be unequally distributed over a small area (differential settlement) with damaging effects to foundations of structures resting directly on the settled ground. Ground settlement during earthquakes has been a major source of property damage in many earthquake-prone regions of the world.

Areas within Portola Valley with the highest potential for ground settlement are those shown on the Geologic Map of the town as alluvium, slope wash, and landslide deposits. However, some areas underlain by other geologic units may also be subject to ground settlement. Detailed site investigations are required to determine local settlement potential.

POLICIES AND IMPLEMENTATION ACTIONS

P-17 Address areas of potential settlement within the Town as part of the development process.

A-17-1 Regularly update the Town's Geologic Map that identifies geologic deposits prone to ground settlement.

A-17-2 Require geologic investigations for sites identified with or suspected to contain settlement-prone geologic units.

SOIL LIQUEFACTION

EXISTING CONDITIONS

Soil liquefaction is the phenomenon in which certain water-saturated soils temporarily lose their strength when subjected to intense shaking and flow as a fluid. Soils most susceptible to liquefaction are saturated, well-sorted, poorly compacted, fine sands and silts. Substantial

damage in California and other areas of the world has been caused by soil liquefaction brought about by earthquakes.

Although sufficiently detailed geologic and engineering information to accurately predict sites of soil liquefaction in Portola Valley is not currently available, the possibility of liquefaction in localized areas along the valley floor, underlain by unconsolidated alluvium and a seasonally high water table, is considered to be relatively high. In addition, the California Geological Survey has data showing areas of potential liquefaction and require that prior to development in these areas the possibility of liquefaction be investigated.[15,16] Figure 6 shows potential liquefaction susceptibility in the Portola Valley area.

POLICIES AND IMPLEMENTATION ACTIONS

P-18 Require liquefaction assessment studies for all development projects proposed in areas identified as potentially susceptible to liquefaction, ensuring compliance with current state code.

A-18-1 Require that all new developments/projects must prepare and comply with a Design-Level Geotechnical Investigation Report prepared by a Certified Engineering Geologist, Geotechnical Engineer, or qualified Civil Engineer and with Structural Design Plans as prepared by a Registered Structural Engineer.

FLOODING

EXISTING CONDITIONS

Floods are among the most frequent and costly natural disasters. Floods are usually caused by large amounts of precipitation, either from a period of very intense precipitation or a long period of steady precipitation. In addition to storms, floods can also be caused by very rapid snow melting or from infrastructure failure, such as dam collapses or burst water storage tanks. As part of the National Flood Insurance Program (NFIP), the Federal Emergency Management Agency (FEMA) conducts nationwide flood hazard mapping to identify flood-prone areas and to reduce flood damages. The maps identify the flooded extent that have a 1 percent annual chance of being equaled or exceeded, called the "100-year flood" and a 0.02 percent annual chance of being equaled or exceeded, called the "500-year flood." The flood elevation associated with the 1 percent chance event is referred to as the base flood elevation. Areas predicted to be inundated in a 1 percent chance event are delineated on the Flood Insurance Rate Map and commonly referred to as the "100-year floodplain." Buildings and other structures in the 100-year floodplain must meet certain requirements to receive a floodplain development permit and to qualify for NFIP insurance and federally backed mortgages. The Town of Portola Valley has both 1 percent and 0.2 percent annual chance flood zones as defined by FEMA as shown in Figure 7.

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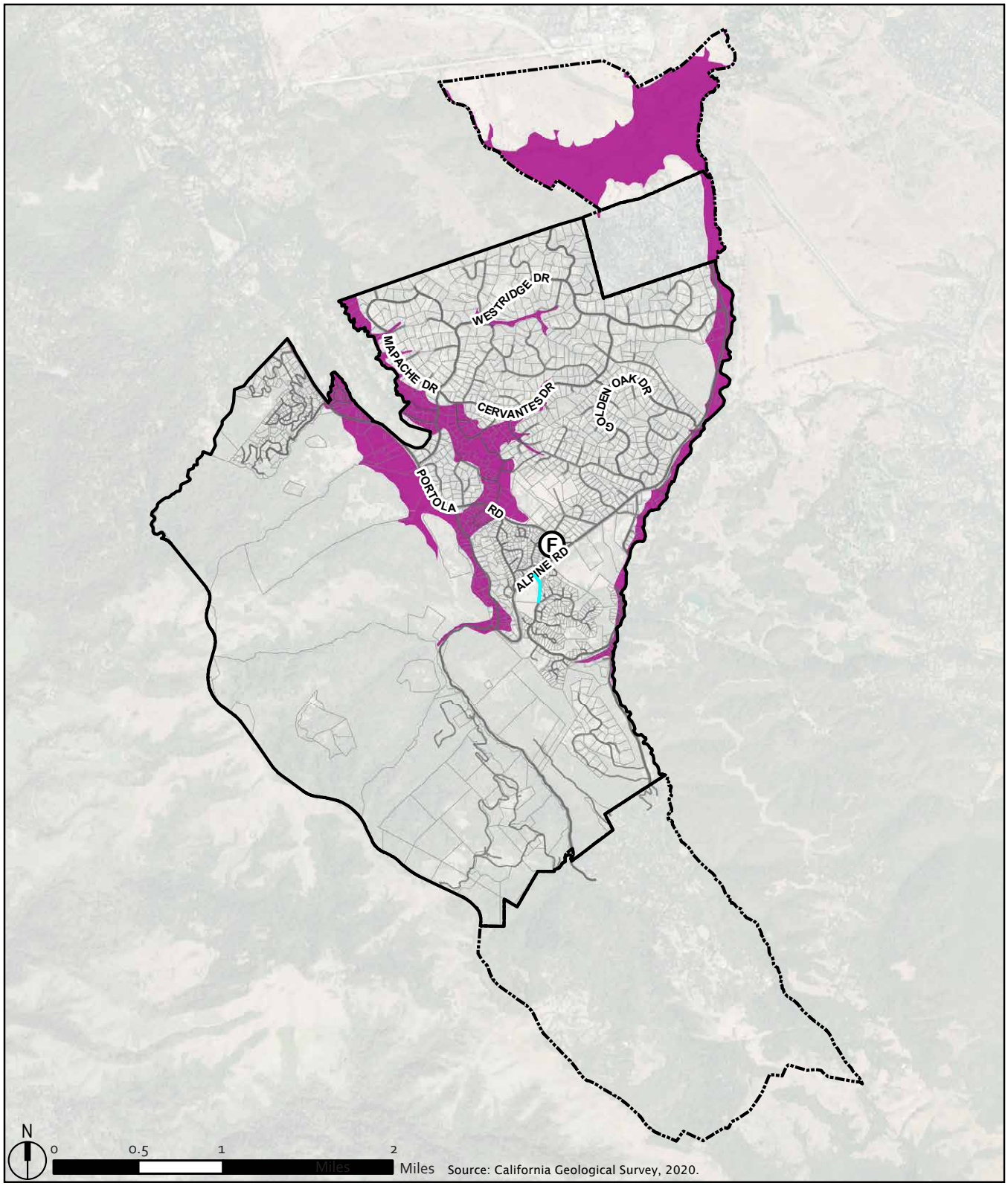
[15] California Geological Survey, Seismic Hazard Zone Report for the Mindego Hill 7.5 – Minute Quadrangle, Santa Clara and San Mateo Counties, California, 2005, Seismic Hazard and Zone Report 109, and Seismic Hazard Zones, Mindego Hill Quadrangle, Official Map, August 11, 2005.

[16] California Geological Survey, Seismic Hazard Zones, Palo Alto Quadrangle, Official Map, October 18, 2006.



Town Boundary

Sphere of Influence

Fire Station

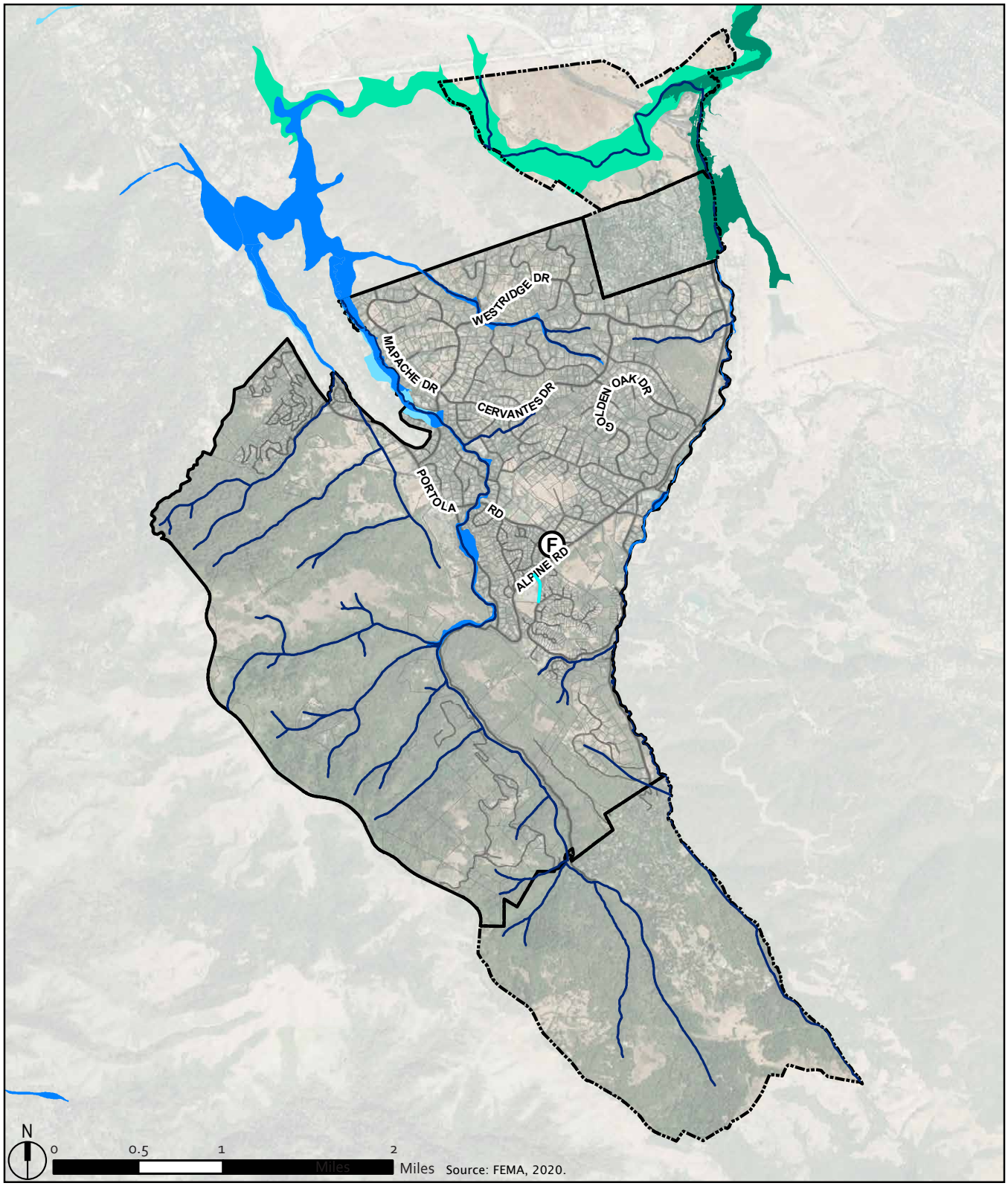
Liquefaction Zone

Figure 6

Liquefaction Potential

Portola Valley Safety Element

Public Review Draft



Town Boundary
Sphere of Influence
Fire Station
Creek
100-year Flood Zone
500-year Flood Zone
Felt Lake Dam Inundation Zone
Searsville Dam Inundation Zone

Figure 7
FEMA Flood Map

HISTORICAL DATA

In the past, Portola Valley has experienced flooding in areas adjacent to streams. Most of the flooding events have occurred with severe storm events, which have caused millions of dollars in damage. These areas include portions of the natural floodplains of Corte Madera, Sausal, and Los Trancos creeks, and locations where inadequate or obstructed drainage facilities have been unable to contain peak flows. Hydrologic principles suggest that similar minor flooding will recur sporadically, and that somewhat more extensive flooding may take place during widely spaced intervals. The *Flood Insurance Study for Portola Valley*[17] prepared by the FEMA in 2015 focuses attention on Corte Madera, Sausal, and Los Trancos Creeks. For each stream studied in detail, the boundaries of the 1 percent annual chance and 0.2 percent annual chance floods have been delineated using the flood elevations determined at each cross section. These floodways are to be kept clear of encroachments so that the 1 percent annual chance flood can be carried without any substantial increases in flood heights. Inundation by the 100-year flood is indicated for significant portions of Corte Madera Creek. The *Master Storm Drainage Report for Portola Valley* (1970)[18] cites a number of drainage facilities that were judged to be inadequate to pass 10-to-25-year flood flows or which were subject to obstruction by debris, and which could contribute to local flooding conditions in their vicinity during periods of high runoff.

POLICIES AND IMPLEMENTATION ACTIONS

P-19 **Minimize injury, loss of life, property damage, and economic and social disruption caused by flooding and inundation hazards.**

A-19-1 Evaluate the Portola Valley Master Storm Drainage Report to identify areas of the Town's drainage system that may require update or modification.

P-20 **Review all applications for subdivisions, building permits and other similar applications in the vicinity of major drainage channels with respect to potential flooding.**

P-21 **Do not erect structures in areas determined to be subject to "100-year floods" in accordance with FEMA requirements, unless appropriate measures will mitigate potential adverse effects on the structures and nearby properties and will not adversely affect natural riparian zones. Minor structures where there is no threat to life and little threat to property may be allowed.**

P-22 **Rely upon Federally issued Flood Insurance Rate maps to define the "100-year flood" area along the relevant portions of Corte Madera Creek, Sausal Creek, and Los Trancos**

[17] Federal Emergency Management Agency, Preliminary Flood Insurance Study, San Mateo County, California and Unincorporated Areas, Volumes 1 and 2, (revised July 16, 2015) and Flood Insurance Rate Maps for Portola Valley (scale 1" = 500').

[18] Jones-Tillson & Associates, "Master Storm Drainage Report for the Town of Portola Valley," unpublished report, Town Hall, Town of Portola Valley, Portola Valley, California, 1970.

Creek unless professionally prepared hydrological reports indicate that the subject site is not within an area that is subjected to "100-year floods."

P-23 Ensure flood plain regulations in the municipal code meet the latest FEMA requirements regarding new construction, redevelopment, and major remodels.

P-24 Replace or improve existing drainage structures such as culverts and pipes deemed to be inadequate to meet acceptable standards. Where possible restore natural systems to convey water.

A-24-1 Develop a drainage improvement program that identifies culverts and pipes that do not meet current standards and/or natural drainages that can benefit from natural systems enhancements.

P-25 Regulate development in drainages, especially in designated 100-Year Flood Zones, according to FEMA regulations.

A-25-1 Do not erect structures which will impede the flow of flood waters in a flood channel.

A-25-2 All development along Los Trancos Creek, Corte Madera Creek, and Sausal Creeks should comply with the Town's Creek Setback Ordinance (18.59).

P-26 Encourage owners of buildings that are in flood-prone areas to take appropriate measures to reduce the likelihood of flood damage to their property.

A-26-1 Control any such measures so as to not increase the flood or erosion hazards to other properties or have adverse impacts on the natural riparian zone.

A-26-2 Investigate and identify potential funding sources to assist property owners in flood hazard retrofits where feasible.

P-27 Maintain appropriate vegetation on the terrain in the Portola Valley planning area to minimize runoff of rainfall consistent with other safety practices.

P-28 Continue participation in the National Flood Insurance Program and encourage all owners of properties located within the 100-year floodplain Zones A and AE, and X (including any repetitive loss properties), to purchase and keep flood insurance for those properties.

P-29 Require all essential and critical facilities in or within 200 feet of 100-Year or 500-Year Flood Zones to develop disaster response and evacuation plans that address the actions that will be taken in the event of flooding.

P-30 Administer setback requirements to ensure adequate room between developed areas and natural creek channels to not impede the flow of water and to limit the extent of development that could be affected by creekbank failure

EROSION AND SEDIMENTATION

EXISTING CONDITIONS

Erosion and sedimentation are on-going natural processes in Portola Valley as they are elsewhere in the world. Factors influencing the rate of erosion at any particular location include climate, weather, rock and soil characteristics, slope, and vegetation. Erosion occurs chiefly on steeper slopes in the upper reaches of drainage basins where runoff velocities are high. Sedimentation, on the other hand, takes place mainly in the lower reaches of drainages where stream gradients and velocities are reduced. No stream gauging or sediment load data are available for the streams in Portola Valley, but it is apparent that the highest erosion potential is found on the steep slopes descending from Skyline Boulevard to the valley floor. Moderately high erosion potential also exists along some short, steep drainages in the eastern part of the town.

Soil maps prepared by Natural Resources Conservation Service dated 1991 and 2008[19, 20] provide a generalized view of the distribution of principal soil associations in the Portola Valley area and the relative erodibility of the soil groups. These maps assign a high erosion hazard to the soils on the steep slopes west of the valley floor and a moderate hazard to the foothill areas to the east.

Throughout much of Portola Valley and the surrounding area, the combination of natural slopes, soil structure and native vegetation contribute to a relatively slow natural erosion rate. On the other hand, where natural conditions are disturbed by grading and site development or poorly controlled animal keeping, erosion can be greatly accelerated and cause damage both to the site where it occurs and downstream where sedimentation of the eroded material takes place.

With the exception of the flood plain of Corte Madera Creek along the Portola Valley-Woodside boundary, few persistent areas of natural sedimentation exist in Portola Valley. Most of the sediment produced by erosion is exported by stream flow beyond the boundaries of the town. Local sedimentation does occur along the main creeks and tributary drainages chiefly where human activities have altered stream flow characteristics. Here, sediment accumulations have partially obstructed a number of culverts and drainage ditches, increasing the hazard of local flooding at these points.

POLICIES AND IMPLEMENTATION ACTIONS

P-31 Maintain natural slopes and preserve existing vegetation, especially in hillside areas.

[19] NRCS, Soil Survey of San Mateo County, Eastern Part, and San Francisco County, California, 1991. (USDA Soil Conservation Service now NRCS.)

[20] NRCS, Custom Soil Resource Report for San Mateo Area, California; San Mateo County, Eastern Part, and San Francisco County, California; and Santa Clara Area, California, 2008.

A-31-1 When change in natural grade or removal of existing vegetation is required, employ remedial measures to provide appropriate vegetative cover to control storm water runoff.

A-31-2 Give special attention to minimizing erosion problems resulting from the keeping of animals. In specific applications, these policies will be tempered by the need for fire safety.

P-32 Enforce hillside protection measures that control runoff and erosion.

P-33 Require drought-resistant vegetation with deep root systems where appropriate in new developments and major remodels to reduce over-irrigation in areas of the Town prone to slope instability.

P-34 Continue to administer the provisions of the subdivision ordinance concerning landscaping and erosion control and the provisions of the site development ordinance concerning grading, giving special attention to the protective measures that are appropriate prior to the advent of seasonal rains.

EXPANSIVE SOILS AND SOIL CREEP

EXISTING CONDITIONS

Expansive soils may be encountered anywhere within the Portola Valley area, but they occur most frequently in areas shown on the Town's Ground Movement Potential Map as expansive soils and bedrock. Some soils and bedrock materials in the Portola Valley area swell when they become wet and shrink when they dry as a result of water absorption by certain clay minerals.

Repeated expansion and contraction of soils on slopes results in slow creep of the soil layer in a downslope direction. The expansion and contraction may be caused merely by bulk absorption and loss of water or freezing and thawing, but soils containing truly expansive clays are subject to pronounced soil creep. Soil creep may exert large enough lateral forces on building foundations to produce significant distortions of the structure or damage to the foundation if unanticipated in the foundation design. Individual site investigations and laboratory testing are required to identify expansive soil conditions.

POLICIES AND IMPLEMENTATION ACTIONS

P-35 In areas where information available to town officials indicates the probability of expansive soils or soil creep, soils reports should be submitted in connection with all applications for development. In those instances where expansive or creep-prone soils are reported, measures necessary to mitigate the probable effects of this hazard should be required.

P-36 Subdivisions, structures, or other developments must prepare and comply with a Design-Level Geotechnical Investigation Report prepared by a Certified Engineering Geologist, Geotechnical Engineer, or Qualified Civil Engineer and with Structural

Design Plans as prepared by a Registered Structural Engineer. The report should consider field test results and observations regarding the nature, distribution, and strength of existing soils, and provide recommendations for appropriate grading practices and project design. The recommendations should be incorporated into project design plans.

WILDFIRE HAZARDS

Given its combination of complex terrain, Mediterranean climate, and ample natural ignition sources from productive natural plant communities, portions of California are very fire prone. High hazard wildfire conditions arise from a combination of high temperatures, low moisture content in the air and fuel, accumulation of vegetation, topography, and high winds. Throughout California, communities are increasingly concerned about wildfire safety as increased development in the areas adjacent to wildlands and subsequent fire suppression practices have affected the natural cycle of the ecosystem which have evolved with frequent wildfires.

Portola Valley is characterized by steep canyons and gullies, with dense vegetation, including thick brush and trees, interspersed throughout its residential neighborhoods. The town is bounded to the south, east, and west by open space land uses: Windy Hill Open Space Preserve, Pearson-Arastradero Preserve, and Thornwood Open Space Preserve, respectively. The broken nature of the topography creates difficult-to-access areas where vegetation management is difficult to accomplish; in addition, east-west oriented canyons create funnels for strong autumn winds, which tend to blow from the east or west and amplify wildfire hazards.[21]

The summer/fall climate in San Mateo County is Mediterranean and characterized by warm, dry temperatures accompanied by wind. The topography, fuel conditions, and climate combine to make Portola Valley and surrounding areas at risk for wildfire. Historic weather data suggests that the greatest wildfire threat may be driven by eastern winds, which are typically drier and less common; therefore, areas where the topography aligns with the dominant fire-season winds (east-west oriented canyons) face a higher likelihood of extreme wildfire behavior.[22]

HISTORICAL DATA

According to the 2021 SMCMJHMP and the California Department of Forestry and Fire Protection (Cal Fire), San Mateo County has a high probability of experiencing a wildfire in any given year. However, since the 1950's, only two wildfires have caused sufficient damage, triggering a State or federal disaster declaration: in 1956 near Montara, and in 2020 across the Santa Cruz County border (the CZU Lightning Complex). According to Cal Fire, two wildfires have occurred within the Portola Valley area (see Table 4 below).

[21] Deer Creek Resources, 2022. Portola Valley Wildfire Memo.
[22] Deer Creek Resources, 2022. Portola Valley Wildfire Memo.

TABLE 4: PORTOLA VALLEY HISTORIC WILDFIRES

Year	Name	Location	Acres Burned
2017	SKEGGS	South of Teague Hill Open Space	36
1962	LEIB	North of Bull Run Creek and west of Farm Road	1,328

Source: Cal Fire, 2021. Fire Perimeters through 2021 [GIS]. Retrieved from https://frap.fire.ca.gov/mapping/gis-data/.

CLIMATE CHANGE CONCERNS

Increased temperatures, and decreased precipitation rates, also affect how dry the soil composition and vegetative debris can be in a given area. According to Cal Adapt, the Keetch-Byram Drought Index (KBDI), provides an estimate of average number of days that dry materials may pose an increased risk to wildfire. KBDI is a cumulative value that increases on dry and warm days and decreases during rainy periods. In California, KBDI is anticipated to increase from the end of the wet season (spring) into the dry season (summer & fall). On average Portola Valley has an observed 30-year average of 22 days a year where the KDBI is over 600, which indicates severe drought, extreme wildfire risk, and increased wildfire occurrence. By midcentury, it is projected that 55-63 days may exceed this threshold, and by the end of the century 65-95 days.[23] This is an important factor to consider as it can exacerbate wildfire hazard potential in an area already susceptible to fire.

Based on the anticipated changes in temperature and precipitation in Portola Valley, increases in wildfire vulnerability is expected. According to Cal Adapt, from 1961 to 1990 approximately 106.4 to 116.0 acres of Portola Valley burned on average annually. By mid-century, this annual average area burned is expected to increase to approximately 217.6 to 233.7 acres, and 226.6 to 234.0 acres by the end of the century.[24]

REGULATORY SETTING

In the event of a fire emergency, the Portola Valley planning area is served by the Woodside Fire Protection District (WFPD), Cal Fire, and Stanford University. Northern and eastern portions of the planning area are also served by the Menlo Park Fire Protection District and the Palo Alto Fire Department. WFPD Station #8 serves Portola Valley. All of these fire protection services fight both structural and wildland fires, although the equipment operated by Cal Fire is designed to be most effective against grass, brush, and forest fires, rather than structural fires carrying less water than urban fire engines, and capable of off-road driving.

The Town established both an Emergency Preparedness Committee and Wildfire Preparedness Committee, which coordinate efforts with the WFPD and San Mateo County Office of Emergency Services. Since its establishment in 2019, the Wildfire Preparedness Committee has taken the lead on recommending a variety of wildfire mitigation measures related to home hardening, vegetation management, communications, evacuation, and

[23] Local Climate Change Snapshot for Portola Valley, CA. https://cal-adapt.org/tools/local-climate-change-snapshot
[24] Local Climate Change Snapshot for Portola Valley, CA. https://cal-adapt.org/tools/local-climate-change-snapshot

insurance-related issues to the Town Council. The Committee continues to meet and provide the Council with recommendations.[25]

Domestic water is supplied to Portola Valley by the California Water Services Company (Cal Water). Bear Gulch District, which also serves the communities of Atherton, Woodside, parts of Menlo Park, parts of unincorporated Redwood City, and adjacent unincorporated portions of San Mateo County, including West Menlo Park, Ladera, North Fair Oaks, and Menlo Oaks. The Bear Gulch District considers fire flow needs when determining level of service. The current basic criterion for judging the adequacy of water supply for firefighting purposes is the 2019 California Fire Code (Title 24, Part 9) which requires 1,000 gallons per minute for a period of 1 hour, with a residual pressure of 20-lbs/sq. in. for structures under 3,600 sq. ft.

The Town of Portola Valley implements ordinances and standards to minimize fire hazards. The WFPD's ordinances and standards cover topics such as location of fire hydrants and provision of sprinklers and roadway widths and provide the basis for the rural fire prevention capital facilities standards specified in the Town's Safety Element. The Town has ratified the WFPD Fire Code, which adopts by reference the 2019 California Fire Code (California Code of Regulations, Title 24, Part 9) as amended by the changes, additions, and deletions set forth in the ordinance adopting the WFPD Fire Code. In addition, these codes and standards are updated on a regular basis to incorporate new information, mapping, and understanding of the conditions within Portola Valley. These periodic updates include new mapping and risk assessments to better address the unique fire conditions within the Town and surrounding areas.

Portola Valley Municipal Code

The Town of Portola Valley has adopted Chapter 7A (development in Wildland Urban Interface [WUI] areas) of the Building Code and it is applicable to all properties in town regardless of location. The Town adopted the Wildfire Preparedness Committee's recommended Building Code amendments on December 8, 2021. These amendments require additional "home hardening" measures including use of noncombustible exterior materials and construction for new construction and applicable remodels. As described in the following "State and Local Responsibility Areas" section, properties located within Cal Fire designated Very High Fire Hazard Severity Zones (VHFHSZ) are subject to more stringent requirements (Chapter 7A of the California Building Code) for buildings and property maintenance. Chapter 7A dictates the use of fire-resistant exterior materials and adherence to various design requirements. As of 2021, all properties in Portola Valley are required to adhere to Chapter 7A requirements regardless of location within a VHFHSZ.

[25] Wildfire Preparedness Committee, 2022. Available at: https://www.portolavalley.net/government/town-committees/wildfire-preparedness-committee, bottom of page under "Recommendations and Materials," accessed on August 8, 2022.

San Mateo Multi-Jurisdictional Local Hazard Mitigation Plan (2021)

LHMPs are required by the Federal Disaster Mitigation Act of 2000 (Public Law 106-390). Having an approved LHMP is needed in order for a local jurisdiction to qualify for certain federal disaster assistance and hazard mitigation funding. LHMPs are required to be updated every five years to remain eligible for these potential funding sources. The adopted SMCMJHMP includes an Annex for the Town of Portola Valley. The adoption of this annex ensures the Town is eligible to pursue FEMA hazard mitigation grant funding opportunities to help mitigate future natural hazards.

LHMP and Safety Element requirements are very similar, however both documents serve very different purposes. The LHMP focuses on understanding risks within a community and specific actions to reduce those risks, while the Safety Element provides a broader framework for the protection of life and property from hazard conditions affecting the community. AB 2140 (2006) encourages (but does not require) a jurisdiction to incorporate the LHMP by reference into the Safety Element. Recent legislation, Senate Bill (SB) 379 (2015) and SB 1035 (2018), have linked required updates of the Safety Element to updates of the LHMP and housing element.

Santa Cruz County – San Mateo County Community Wildfire Protection Plan (2018)

A Community Wildfire Protection Plan (CWPP) is a planning and funding prioritization tool authorized by the Federal Healthy Forests and Restoration Act of 2003 as an incentive for communities to engage in comprehensive forest and fire hazard planning and help define and prioritize local needs. CWPPs are generally updated every five years but can be updated at any time if new priorities emerge or major changes occur in the built or vegetated landscape.

The Santa Cruz County – San Mateo County CWPP was collaboratively developed through interested parties including Federal, State, City, Town, and County agencies in the two-county region. The purpose of this plan is to identify the risks and hazards associated with wildland fires in the WUI areas of San Mateo and Santa Cruz Counties. The CWPP is not a legal document and does not satisfy any regulatory permitting processes, but identifies recommendations aimed at preventing and reducing both infrastructure and ecosystem damage associated with wildland fires.

STATE AND LOCAL RESPONSIBILITY AREAS

Cal Fire is required by law to map areas of significant fire hazards based on fuels, terrain, weather, and other relevant factors. These designations, referred to as Fire Hazard Severity Zones (FHSZ), mandate how people construct buildings and protect property to reduce risk associated with wildfires. There are three zones, based on increasing fire hazard severity: medium, high, and very high. The maps were last updated in 2007-2010. At that time, Cal Fire was only required to map Very High Fire Hazard Severity Zone (VHFHSZ) located in local responsibility areas.

As shown in Figure 8, the Woodside Highlands neighborhood, and the Thornewood Open Space Preserve to the west of Portola Valley are located in a VHFHSZ. The town areas within the VHFHSZ contain a mix of undeveloped open space, single-family residential, and commercial uses. According to the multijurisdictional LHMP (MJLHMP), there are 146 buildings and approximately 427 people in Portola Valley's VHFHSZ.

Under State law, the areas designated VHFHSZ are subject to more stringent requirements (Chapter 7A of the California Building Code) for buildings and property maintenance. Chapter 7A dictates the use of fire-resistant exterior materials and adherence to various design requirements. While the Town did not officially adopt the Cal Fire VHFHSZ map when it was released, as of 2021 all properties are required to adhere to Chapter 7A requirements regardless of location within a VHFHSZ (see Figure 9).

Cal Fire is currently updating the criteria for how the FHSZ maps are developed and will be publishing all Fire Hazard Severity Zones (FHSZs), including very high, high, and moderate FHSZs, for the Local Responsibility Area (LRA). While not yet available, Portola Valley can identify potential future policies and programs to address the anticipated larger fire hazard areas likely to be identified in the Cal Fire and WFPD FHSZ Maps. The anticipated expansion of such maps underscores the need to continue to adopt town-wide defensible space, Wildland Urban Interface (WUI) building code, and elevated local home hardening regulations.

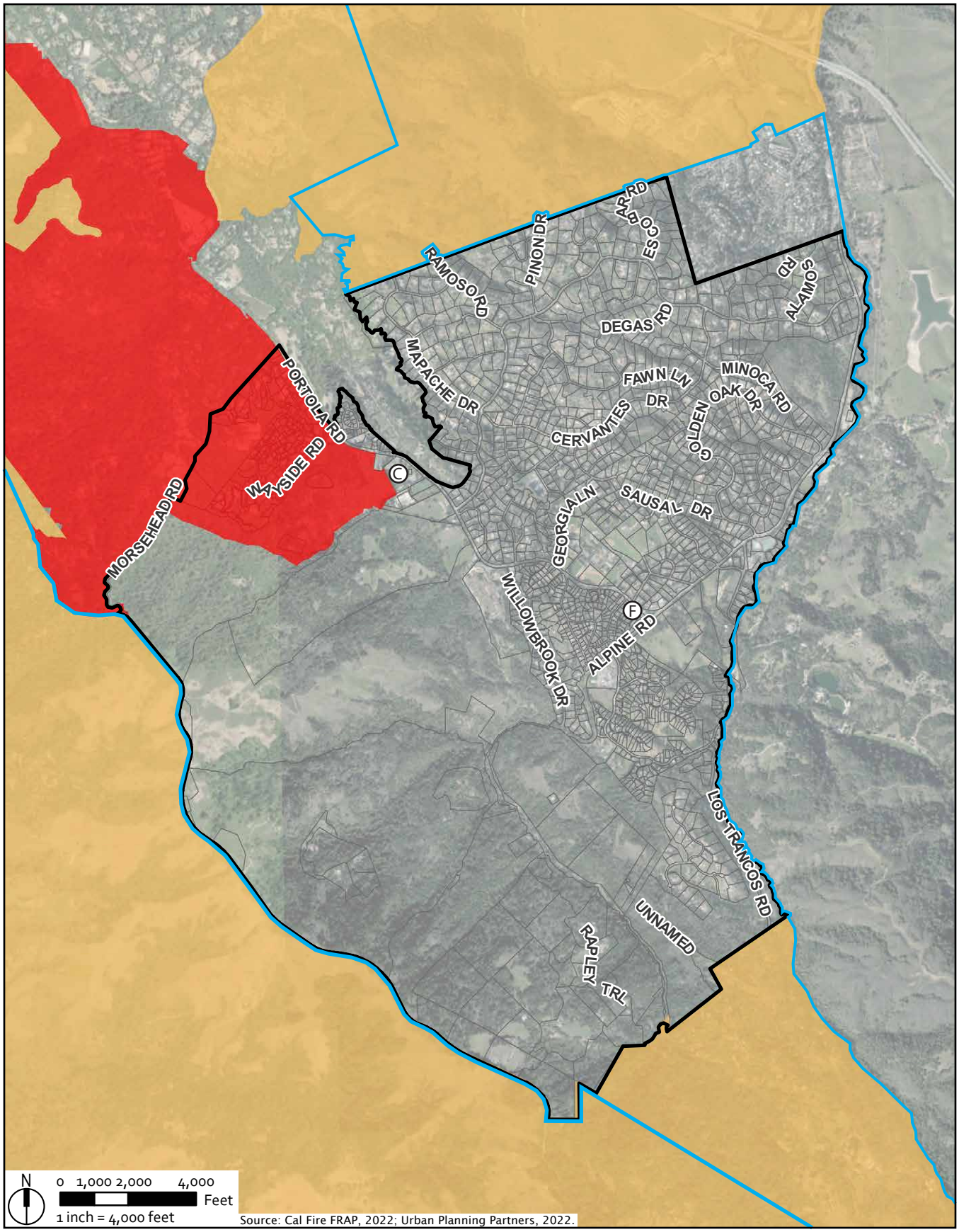
Building upon Cal Fire's FHSZ maps, local knowledge of wildfire hazard, landscape and vegetation, housing stock, and infrastructure can also be used to develop a wildfire overlay zone for corresponding policies.

MORITZ MAP

In previous versions of the Safety Element, the Town has used a Fuel Hazards Map prepared by Moritz Arboricultural Consulting in 2008 to, according to the currently adopted Safety Element, "provide guidance for reducing the fire threat from vegetation throughout the Town." (see Figure 10 for Moritz Map). The map identified eleven vegetation associations and assigned a rating of potential fire behavior and level of risk to each association. While the map is not as up to date as when it was prepared in 2009, it can still provide insight into the existing vegetative conditions within the Town and should be used to assist with decision making on development projects until new mapping is available (including both new Cal Fire maps and WFPD hazard and fuels work expected to be completed in 2022). In conjunction with Cal Fire and WFPD mapping, the Moritz Map should be used to determine potential concerns for new developments, redevelopments, and major modifications to structures within the Town.

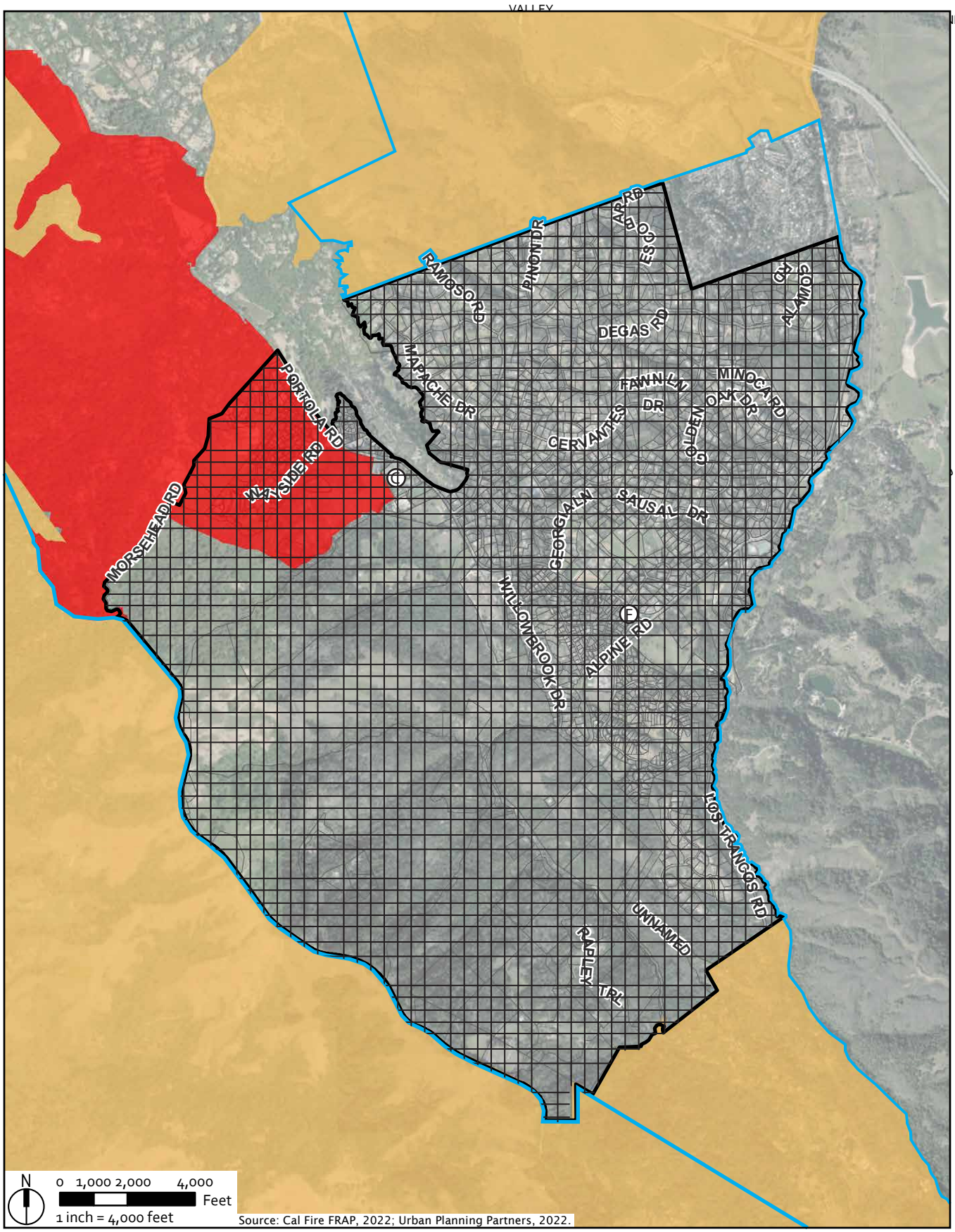
VHFHSZ CONSTRAINTS AND CONCERNS WITHIN PORTOLA VALLEY

Location within the VHFHSZ in the Local Responsibility Area requires new development to comply with defensible space, Building Code Chapter 7A requirements as well as make findings before approving new subdivisions. The Town's local regulations extend these requirements to all properties in town, regardless of location in a VHFHSZ. Effective July 1, 2021, new development in the VHFHSZ in the Local Responsibility Area are also required to



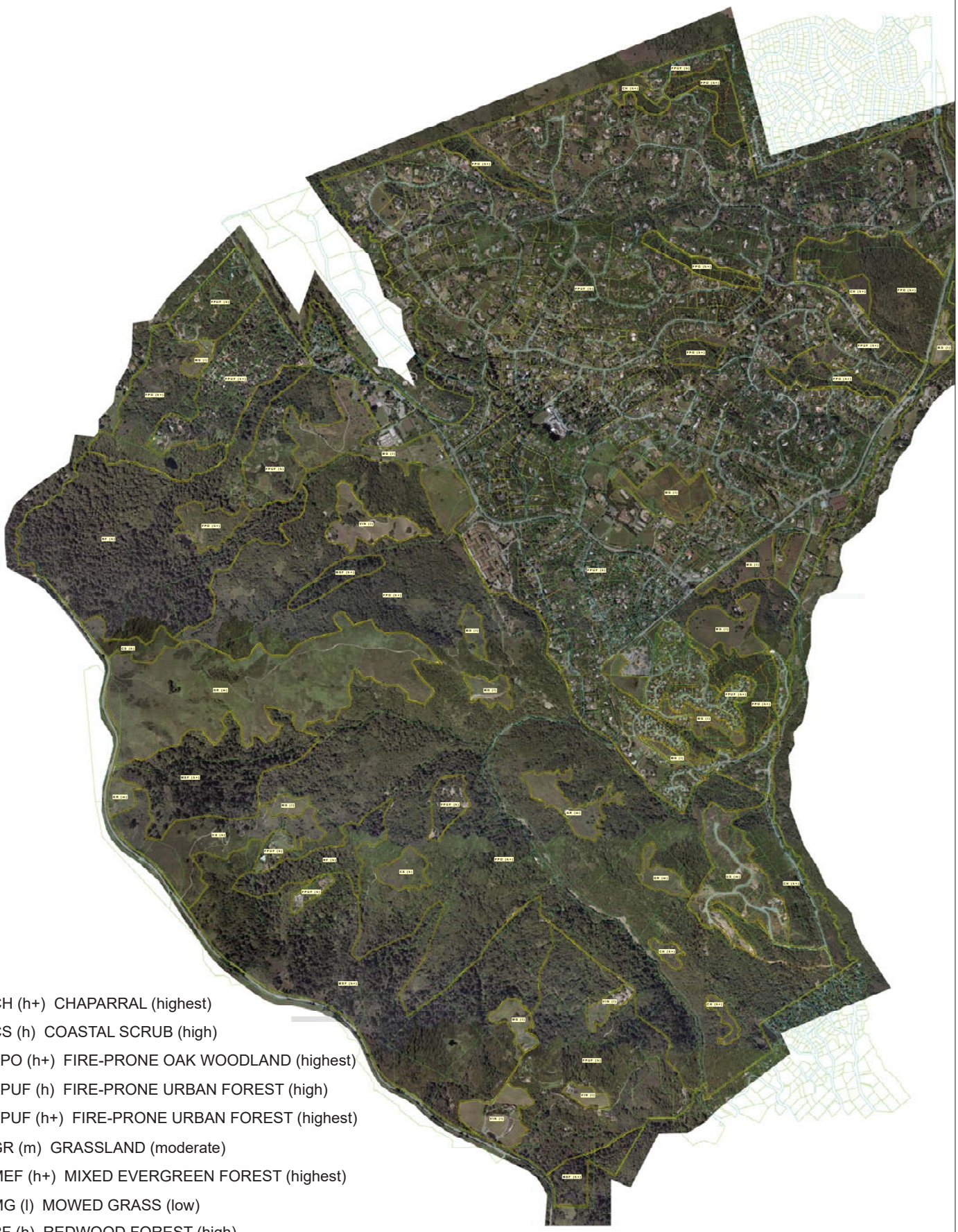
Town Boundary
Fire Station
City Hall
Local Responsibility Area / Very High FHSZ
State Responsibility Area / Moderate FHSZ
Woodside Fire Protection District

Figure 8
Portola Valley VHFHSZ and FHSZs
Portola Valley Safety Element
Public Review Draft



Town Boundary
Fire Station
City Hall
Local Responsibility Area / Very High FHSZ
State Responsibility Area / Moderate FHSZ
Chapter 7A Building Code Applies
Woodside Fire Protection District

Figure 9
Chapter 7A Applicability Map
Portola Valley Safety Element
Public Review Draft



CH (h+) CHAPARRAL (highest)

CS (h) COASTAL SCRUB (high)

FPO (h+) FIRE-PRONE OAK WOODLAND (highest)

FPUF (h) FIRE-PRONE URBAN FOREST (high)

FPUF (h+) FIRE-PRONE URBAN FOREST (highest)

GR (m) GRASSLAND (moderate)

MEF (h+) MIXED EVERGREEN FOREST (highest)

MG (l) MOWED GRASS (low)

RF (h) REDWOOD FOREST (high)

US (m) URBAN SAVANNAH (moderate)

VIN (l) VINEYARD (low)

0 1,200 2,400 Feet

N

Basemap: Town of Portola Valley
Vegetation Data Source: Moritz Arboricultural Consulting
Map: TRA Environmental Sciences, Inc.
October 2008

comply with the California Fire Safe Regulations. Areas located within the VHFHSZ include approximately 170 parcels in the northwestern portion of the Town. Uses within this area are primarily residential. Many of the parcels located within this area have limited access due to narrow steep roadways and single ingress/egress conditions. These constrained roadways rely on the accessibility of Portola Road, which is an identified evacuation route.

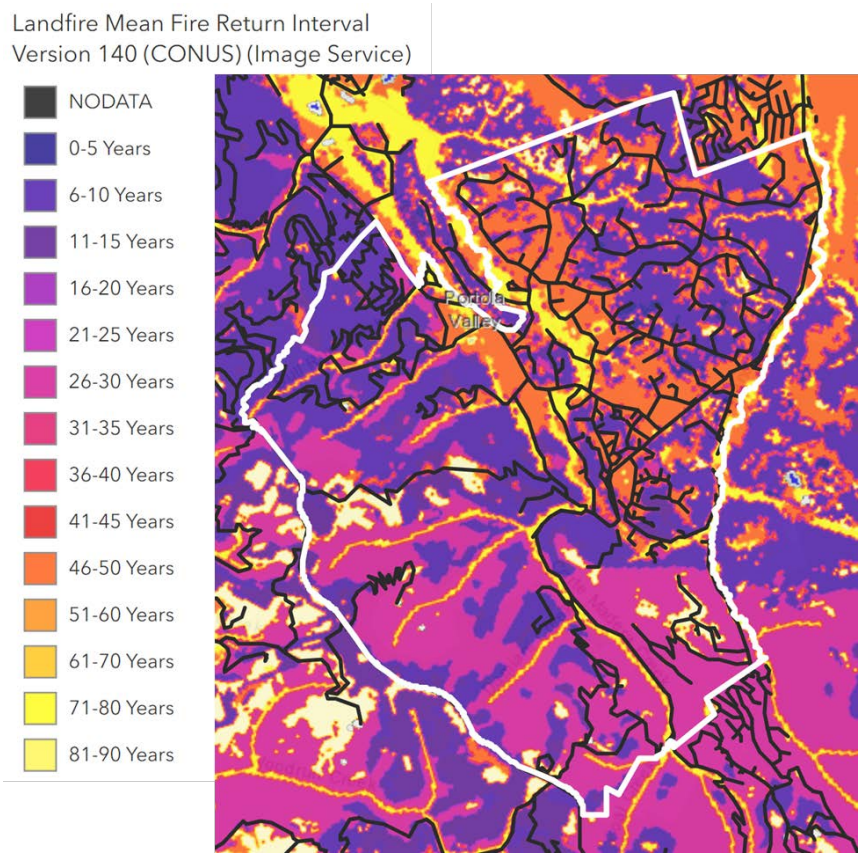
Additional development in these areas would require upgrades to circulation infrastructure, to allow emergency equipment and personnel access without constriction, and to ensure that evacuation standards are met. This could include, but not be limited to, additional access roads to provide multiple points of ingress and egress to the area, widening of roads to accommodate emergency response equipment and provide additional capacity. In conjunction with this, upgrades or expansion of utilities, especially water, may be required to meet fire flow requirements and daily demands, depending on the current infrastructure capacity in these areas.

USGS LANDFIRE DATA

The Landscape Fire and Resource Management Planning Tools or LANDFIRE, is a shared mapping and modeling program used by the U.S. Department of Agriculture Forest Service and the U.S. Department of the Interior. This tool provides consistent, comprehensive, geospatial data and databases that describe vegetation, wildland fuel, and fire regimes across California and the rest of the nation. Fire regimes are characterized by a variety of factors including vegetation composition, fuel structure, climate and weather patterns, and topography. As fire regimes are highly dependent on the landscape and ecosystem in which they occur, there is no standard classification for fire regimes. At a minimum, a fire regime is based upon the impact to the vegetation (severity), and when and how often fires occur in a given area known as the fire interval. Fire severity is the impact of fire on the ecosystem, and a fire interval is the number of years between fires in a given area.

LANDFIRE mapping of Fire Return Intervals (see Figure 11) for Portola Valley varies from (0-5 years) to (71-80 years) depending upon the location in the Town. The areas of greatest concern within the identified VHFHSZ are predominantly characterized by low fire intervals between (0-5 years) and (6-10 years). Based on this data, we can expect that these areas have the types of conditions (topography, vegetation, etc.) to burn frequently. Arid climate and natural fuel sources make Portola Valley a susceptible location for fires to occur.

FIGURE 11: FIRE RETURN INTERVALS



Source: LANDFIRE, 2016.

POLICIES AND IMPLEMENTATION ACTIONS

New Development

P-37 Promote new development outside of the Very High Fire Hazard Severity Zone. If development is proposed in the Very High Fire Hazard Severity Zone, require fire safe design and compliance with fire safe regulations contained in Title 14 of the California Code of Regulations. If vegetation management hazard mitigations are required as a condition of building permit approval, the developer shall sign a maintenance agreement or provide a funding source for future maintenance of the required mitigations.

A-37-1 Require developers to assign all "fuel modification" requirements on common land to the association or other common owner groups responsible upon development completion and occupancy.

P-38 Prior to the approval of any subdivision of lands in a Very High Fire Hazard Severity Zone, the Planning Commission should review the results of a study that includes at least the following topics:

- A description of the risk and the factors contributing to the risk.

- Actions that should be taken to reduce the risk to an acceptable level.
- The costs and means of providing fire protection to the subdivision.
- The costs and means of providing ongoing vegetation management for the subdivision.
- An indication of who pays for the costs involved, and who receives the benefits.
- If a proposed building site requires access to adjoining parcels to maintain 100 feet of defensible space from the primary structure, an easement or other legal agreement for access should be required as permitted by law.

P-39 Ensure new public/critical facilities (schools, hospitals, fire stations, etc.), are not located in High and Very High Fire Hazard Severity Zones, to the greatest extent feasible. If located in these areas, ensure full compliance with fire safe regulations and adequate fire response and evacuation capabilities.

P-40 Continue to require new development to incorporate design measures that enhance fire protection in High and Very High Fire Hazard Severity Zones. This shall include but is not limited to incorporation of fire-resistant structural design, use of fire-resistant landscaping, and fuel modification around the perimeter of structures.

P-41 Require fire protection plans for new development and major remodels in areas designated as High and Very High Fire Severity Hazard Zones by the California Department of Forestry and Fire Protection or equivalent hazard designation in Local Responsibility Areas.

P-42 Require vegetation management plans in all new developments and major remodels.

Vegetation Management

P-43 Provide adequate clearance around structures to prevent spread of fire by direct exposure and to assure adequate access in times of emergency and for the suppression of fire.

P-44 Vegetation management conducted by homeowners should remove the most hazardous plant materials while leaving adequate vegetation to reduce risks of erosion, habitat loss, and reduce the potential for invasive species introduction.

A-44-1 Conduct three-dimensional mapping of understory vegetation in a format which is compatible with predictive wildfire spread models in collaboration with WFPD.

A-44-2 Explore the feasibility of other vegetation management strategies, including:

a. Elimination of use of fire-hazardous plants.
b. Use of non-prolific landscaping species.
c. Requiring project proponents in hillside areas to evaluate and upgrade as necessary fire flows and water supplies to hillside areas.

P-45 Ensure open space brush areas, susceptible to wildfire risk, are adequately maintained in accordance with WFPD and applicable state requirements.

P-46 Encourage the use of fire-resistant vegetation for landscaping, especially in high fire hazard areas.

A-46-1 Provide information on methods for reducing fire hazards through the Town's website and newsletter, including information on clearing of plant debris and combustible materials, use of fire-safe landscaping and defensible space, and modifying buildings to make them fire-resistant.

P-47 Require vegetation clearance and maintenance for all private roads and properties in the high and very high fire hazard severity zones.

P-48 Maintain and adequately fund fuel breaks and other fire defense improvements on public property and require similar measures for private property in compliance with fire safe regulations where possible.

Water Availability/Suppression Needs

P-49 Ensure access to privately owned sources of water, such as swimming pools, in or adjacent to high fire risk areas, for on-site fire protection use, if necessary.

P-50 Ensure that landscaping, lighting, building siting and design, water pressure and peak load water storage capacity, and building construction materials meet current fire safe regulations.

P-51 Prioritize development in areas with sufficient water supply infrastructure and roadway capacity to ensure adequate evacuation and emergency equipment access.

P-52 Maintain and enhance water supply infrastructure to ensure adequate supplies for existing and future daily demands and firefighting suppression requirements.

P-53 Educate residents and property owners on proper water shut off procedures during a hazard incident or evacuation order.

Fire Suppression and Firefighter Safety

P-54 Collaborate with WFPD to promote public awareness of fire hazards and safety measures, including outreach to at-risk populations, and identification of low-risk areas for temporary shelter and refuge during wildfire events

P-55 Ensure adequate fire suppression resources in the local responsibility areas, and coordinate with WFPD and Cal Fire to meet current and future fire suppression needs.

A-55-1 Portola Valley will update the Fire Hazard Severity Zones for Very High, High, and Moderate when hazard and fuels assessments by WFPD and the State complete their updates. The State update recognizes that fire hazard severity is changing and is currently updating maps to reflect changing conditions.

P-56 Identify fire defense zones where firefighters can control wildfires without undue risks to their lives, and areas where firefighter safety prohibits ground attack firefighting.

P-57 Pursue funding for fire prevention and suppression (State grant funds, hazard mitigation funds, etc.).

P-58 Become a Fire Risk Reduction Community through the State Board of Forestry and Fire Protection.

Codes and Regulations

P-59 Building upon CAL FIRE's Fire Hazard Severity Zone maps, use local knowledge of wildfire hazard, landscape, housing, and infrastructure to develop a wildfire overlay or other similar regulatory tool for corresponding policies.

P-60 Require compliance with Chapter 7A requirements of the California Building Code and the Town's Home Hardening Code for all new development and substantial additions.

P-61 Require new developments and major remodels or renovations to comply with the California Building Code, Fire Code, and local ordinances for construction and adequacy of water flow and pressure, ingress/egress, and other measures for fire protection. Require endowments or HOA-type assessments to fund long-term maintenance of wildfire mitigations.

P-62 Require non-combustible roofs and exterior siding in all fire hazard areas.

P-63 Work with WFPD to enforce regulations related to fire resistant construction, sprinkler systems, and early warning fire detection system installation and/or sirens.

P-64 All developments shall comply with the WFPD Fire Code and incorporate recommendations from the Santa Cruz County - San Mateo County Community Wildfire Protection Plan, where applicable.

P-65 New developments in fire-prone hillside areas, shall comply with statewide Fire Safe Regulations (see CCR, Title 14, Sections 1270 et seq.).

A-65-1 Assess structures along slopes to determine if setbacks should be increased to protect structures in wildfire prone areas.

P-66 Expand home hardening throughout the Town to reduce fire hazard vulnerability

A-66-1 Update and expand the home hardening ordinance to existing buildings in high and very high fire hazard severity zone areas.

A-66-2 Develop a program to support residents with home hardening and defensible space actions. The program may include various resources, incentives, and educational components. Programs may include vegetation disposal assistance, home hardening guidance and resources, or support with

development of local resident-focused educational organizations like Firewise Communities.

P-67 Incorporate updated WFPD fire hazard and risk assessment findings into the Safety Element.

P-68 Monitor new State laws that increase minimum building standards and expand the requirements to more areas within the Town, including high and moderate areas.

P-69 Upon the completion of the Structure Separation Experiments being carried out by National Institute of Standards and Technology (NIST), the Insurance Institute for Business and Home Safety, and Cal Fire on structure-to-structure ignition, consider science-backed approaches to addressing narrow setbacks. The Town may wait for State or WFPD guidance, implement findings into local building codes or provide voluntary guidance to residents.

P-70 Develop, monitor, and regularly update a program to educate and inform the public on local and state fire code, and fire safe regulations. Ensure that this program provides the latest information as provided by the Town, County, and the State. Use community-appropriate languages to ensure greater understanding by residents and visitors.

P-71 Support increased enforcement mechanisms and processes by WFPD to incentivize fire risk reduction activities and abatement.

CLIMATE CHANGE ADAPTATION AND RESILIENCE

Climate is the long-term behavior of the atmosphere—typically represented as averages—for a given time of year. This includes average annual temperature, snowpack, or rainfall. Human emissions of carbon dioxide and other greenhouse gas emissions (greenhouse gases) are important drivers of global climate change, and recent changes across the climate system are unprecedented. Greenhouse gases trap heat in the atmosphere, resulting in warming over time. This atmospheric warming leads to other changes in the earth systems, including changing patterns of rainfall and snow, melting of glaciers and ice, and warming of oceans. Human-induced climate change is already resulting in many weather and climate extremes in every region across the globe. Evidence of observed changes includes heatwaves, heavy precipitation, droughts, increased wildfires, and hurricanes.[26]

Likewise, California and Portola Valley are already experiencing the effects of a changing climate. Both gradual climate change (e.g., sea level rise) and climate hazard events (e.g., extreme heat days) expose people, infrastructure, buildings and properties, and ecosystems

[26] Intergovernmental Panel on Climate Change 2021. Summary for Policymakers. In: Climate Change 2021: The Physical Science Basis. Contribution of Working Group I to the Sixth Assessment Report of the Intergovernmental Panel on Climate Change [Masson Delmotte, V., P. Zhai, A. Pirani, S.L. Connors, C. Péan, S. Berger, N. Caud, Y. Chen, L. Goldfarb, M.I. Gomis, M. Huang, K. Leitzell, E. Lonnoy, J.B.R. Matthews, T.K. Maycock, T. Waterfield, O. Yelekçi, R. Yu, and B. Zhou (eds.)]. Cambridge University Press. In Press.

to a wide range of stress-inducing and hazardous situations. These hazards and their impacts disproportionately affect the most vulnerable populations, including children and elderly adults, low-income populations, renters, immigrants, and BIPOC residents. Many of the climate change projections are compared to a historic time period from 1961-1990. This time period is considered a target for greenhouse gas reduction and provides a community with a threshold that can be established to determine which future climate mitigation and adaptation actions will contribute to reductions in climate change related impacts.

INCREASING TEMPERATURE

During the last century, average surface temperatures in California and the Bay Area rose steadily. Average minimum and maximum temperatures in San Mateo County rose faster than California. Between 1970 and 2006, the average minimum temperature rose by 1.2°F per decade and the average maximum temperature increased by 0.7°F per decade across the region.[27] Several of the warmest years on record, in terms of annual average temperature, have all occurred since 2000, including 2020, 2018, 2015, 2014, and 2009. In Portola Valley, average January temperatures are a maximum of 60°F and a minimum of 37°F. Average July temperatures are a maximum of 88°F and a minimum of 51°F.

Climate change models indicate that temperatures will continue to rise in Portola Valley. Annual average maximum temperatures are projected to increase between 3.2°F and 4.0°F by mid-century (2035-2064) and between 4.2°F and 7.1°F by end of century (2070-2099). The lower temperature bound assumes that greenhouse gas emissions peak by 2040 and decline (medium emissions scenario); the higher temperature bound assumes that global greenhouse gas emissions continue to rise through the 21st century (high emissions scenario).[28]

With climate change, extreme heat events in California and Portola Valley are becoming more frequent, more intense, and longer lasting. Historically (1961-1990), Portola Valley averaged five extreme heat days. The number of extreme heat days is anticipated to increase significantly across the Bay Area region during the next century, but more so for inland areas than coastal cities. In Portola Valley, an extreme heat day is considered a day where the temperature exceeds 90.7°F. By mid-century (2035-2064), the town is expected to have, on average, between 10 to 12 extreme heat days per year, increasing to an average of 13 to 23 extreme heat days per year by the end of century (2070-2099).[29]

In addition to extreme heat days, warm nights are also a concern. Historically (from 1961-1990) Portola Valley has experienced approximately four warm nights where the temperature exceeds 55.1°F. According to Cal-Adapt, by mid-century Portola Valley is projected to experience 35-46 warm nights and 49-89 warm nights by the end of century. Increases in

[27] Cordero, E.C., W. Kessomkiat, J. Abatzoglou, and S.A. Mauget. 2011. The identification of distinct patterns in California temperature trends. Climatic change 108:357– 382.

[28] Cal-Adapt, 2018. Local Climate Change Snapshot for Portola Valley. Retrieved from https://cal-adapt.org/tools/local-climate-change-snapshot.

[29] Cal-Adapt, 2018. Extreme Heat Days & Warm Nights. Retrieved from: https://cal-adapt.org/tools/extreme-heat/

warm nights may exert greater strain on electrical infrastructure and older air conditioning units on homes.

Extreme heat days and heat waves can negatively impact human health. While the human body has cooling mechanisms that help auto-regulate body temperature within 1 or 2 degrees of 98.6 degrees, heat stress can cause fatigue, headaches, dizziness, nausea, and confusion. The combination of heat and high humidity is particularly lethal; it can result in heat stroke, which can lead to death, even among healthy people.[30]

CHANGING PRECIPITATION PATTERNS

Dry, mild summers and moist, cool winters characterize San Mateo County's overall climate. Temperatures are strongly influenced by large saltwater bodies on the east (San Francisco Bay) and west (Pacific Ocean) and the Santa Cruz Mountains. This combination of features has resulted in a variety of microclimates throughout the County with hill and ridgetop areas, valley floors and coastal areas each experiencing different temperatures and precipitation patterns.

The Coastside area experiences a marine climate, characterized by cool, foggy summers and relatively wet winters. Fog, the result of condensation over the ocean near the coast, provides moisture and cool air for the coastal terraces. These elements are largely responsible for the emergence of the Coastside region as an agricultural area, featuring several specialty crops. Bayside climates are generally warm and sunny, particularly in the summer months when hot air from the valleys moving to the east warms the prevailing cool ocean breezes.

The majority of annual precipitation in San Mateo County occurs from December through March. During this wet season, precipitation levels average from 3.00 to 4.5 inches per month. One of the key influences upon precipitation is elevation. The Bayside generally receives less precipitation than the same elevation on the Coastside, because the Santa Cruz Mountain Range acts as a rain shield causing moisture-laden air moving in from the Coastside to condense and deposit much of its moisture in the form of rain or fog as it reaches the higher, colder mountains.[31]

Weather in Portola Valley is usually mild during most of the year. Summers are dry and can be hot; winter temperatures rarely dip much below freezing. Based on Cal-Adapt, the average annual observed 30-year average precipitation is 32.9 inches.[32] Based on the historic record from 1961-1990, Portola Valley experiences average annual precipitation between 30 and 32 inches. Based on Cal-Adapt projections are anticipated to slightly increase to 33.0 to 33.7 inches by midcentury, and 33.8 to 34.9 inches by the end of the century.

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[30] 2. Brink, S., 2013. How 100 Degrees Does a Number on You." National Geographic. Retrieved from https://news.nationalgeographic.com/news/2013/07/130716-heat-wave-dehydration-stroke-summer-sweat/.

[31] San Mateo County Multijurisdictional Local Hazard Mitigation Plan, 2021.

[32] Annual Averages for Portola Valley. Retrieved from https://cal-adapt.org/tools/annual-averages/#lat=37.3702&lng=-122.2218&boundary=place&climvar=Temperature.

Cal-Adapt provides maximum daily precipitation projections, which based on the observed historical 30-year average, Portola can expect rain events that produce up to 2.29 inches. By mid-century, this projection is anticipated to increase by 2.47 to 2.51 inches and 2.54 to 2.76 inches by the end of the century. This increase in the maximum daily precipitation amount may be due to more intense rainstorms resulting from climate change.[33]

DROUGHT

Drought is a normal part of the climate cycle. Droughts are generally considered a slow-moving hazard, which can cause significant damage, causing losses similar to those from hurricanes, tornadoes and other faster-moving disasters. Droughts can significantly impact agricultural resources; affect water supplies, energy production, public health, wildlife; and can exacerbate wildfire risks. Measuring drought typically involves the use of drought-oriented indexes like the Standardized Precipitation-Evapotranspiration Index (SPEI). SPEI is a multi-scalar drought index that can be used to detect, monitor, and analyze droughts. The tool measures drought severity according to its intensity and duration and can identify the onset and end of drought episodes. A value equaling (-1) implies the drought is at least moderate in intensity, with more negative values representing more severe droughts. The data is represented as days where this threshold of (-1) is met or surpassed and indicates that there is a water deficit. According to Cal Adapt, the observed historical 30-year average SPEI for Portola Valley is 0.2 months annually. This number is expected to increase to between 2.2 to 2.8 months by midcentury, and as high as 3.0 to 5.5 months by the end of the century. Longer durations of time with the SPEI below -1 can lead to drier soils and vegetation/fuels, which increases the potential for wildfire hazards. For additional details regarding wildfire and drought relationships see the Wildfire Hazards section.

Policies and Implementation Actions

P-72 Prioritize the needs of vulnerable populations affected disproportionately by hazards and disasters.

P-73 Engage vulnerable populations in identifying potential hazards and program responses and priorities.

- A-73-1 Use Community Emergency Response Team (CERT) resources to assist with identification, outreach, and engagement of vulnerable populations.

P-74 Collaborate with local and regional agencies on hazard mitigation and emergency management projects and programs.

P-75 Ensure infrastructure can accommodate changing conditions and effects associated with climate changes.

[33] Local Climate Change Snapshot for Portola Valley, 2021. Retrieved from https://cal-adapt.org/tools/local-climate-change-snapshot.

A-75-1 Look to Best Practices to develop and maintain resilient infrastructure standards.

P-76 Require capital projects in high hazard areas to adhere to higher standards to reduce future potential hazard vulnerability.

A-76-1 Develop risk assessment guidance and resilience strategies.

A-76-2 As part of the capital planning and budgeting process evaluate and determine if capital projects located within high hazard areas need to adhere to risk assessment guidance and identify appropriate resilience strategies.

P-77 Strengthen emergency management capacity and coordination with the San Mateo County Department of Emergency Management and the Woodside Fire Protection District (WFPD).

A-77-1 Regularly assess emergency management needs and identify resources to prepare for current and future hazard events.

A-77-2 Incorporate the likelihood of climate change impacts into Town emergency response planning and training.

A-77-3 Incorporate locations and operations responsibility for establishing cooling centers for extreme heat events as part of the next update of the Town's Emergency Operations Plan.

A-77-4 Incorporate the projected impacts of climate change, including extreme heat, drought, flooding, wildfire, and storm events, in the Multijurisdictional Local Hazard Mitigation Plan, the Housing Element, Sustainability Element, Emergency Operations Plan, and other comprehensive planning efforts.

P-78 Continue to promote the Community Emergency Response Team (CERT) program to strengthen community cohesion and emergency preparedness through community engagement efforts.

A-78-1 Coordinate with Town sponsored advisory bodies/committees and neighboring communities to ensure effective coordination with the Safety Element.

P-79 Prepare the Town for post-disaster recovery through proactive planning.

A-79-1 Develop a post disaster recovery framework.

P-80 Require floodproofing for new development in flood hazard zones.

A-80-1 Identify areas of a parcel subject to flooding by type of flooding, including inundation, creek, and groundwater and by the potential depth of flooding.

A-80-2 Encourage increased freeboard above current 100-year base flood elevation requirements.

A-80-3 Locate mechanical equipment, such as boilers, chillers, and air handlers for ventilation in appropriate locations to ensure operation during flooding.

P-81 Monitor drought conditions and enact appropriate measure to reduce water demand in coordination with local and regional water providers.

A-81-1 Continue to collaborate with Town advisory bodies/ committees, in conjunction with Town's water service provider, to identify opportunities for water conservation and efficiencies.

P-82 Continue to work with San Mateo County Flood and Sea Level Rise Resiliency District on developing and implementing adaptation options for San Francisquito Creek.

A-82-1 Restore creek ecologies and create transitional habitat zones to build resilience and ecosystem services.

A-82-2 Continue to identify opportunities to reduce down-stream flooding from town wastewater.

P-83 Identify the major sources of greenhouse gas emissions in the Town and opportunities to reduce them.

A-83-1 Develop a climate action plan that identifies the most impactful measures for reducing greenhouse gas emissions in the Town.

A-83-2 Work with Town advisory bodies/ committees, utility providers and regional partners to identify and develop programs and incentives that support these measures.

P-84 Address climate change impacts and develop adaptation strategies that focus on fire prevention and protection, flooding and severe storms, extreme heat events, public health, and the health and adaptability of natural systems.

A-84-1 Develop a climate adaptation plan for the Town.

P-85 Ensure that the community can respond to future extreme heat events.

A-85-1 Explore upgrades to electrical and HVAC equipment within Town facilities to ensure greater resilience during extreme heat, wildfire smoke events, and public safety power shutoff events.

EMERGENCY MANAGEMENT

Portola Valley proactively addresses emergency management needs through the Emergency Operations Plan (EOP). The EOP supports the Town's response to disasters, including but not limited to earthquakes, floods, wildfires, severe weather, and other natural or human-caused hazards. The EOP anticipates the Town would experience casualties, significant property damage, and utility service interruptions following a major Bay Area earthquake. The potentially catastrophic effects of an earthquake on the San Andreas Fault would more than likely exceed the response capabilities of both the Town and the County.

The EOP primarily outlines the general authority, organization, and response actions for staff to undertake when disasters happen. Key goals/ functions for this plan include:

- Identifies who is in charge during disaster response and clarifies who does what.
- Lists the necessary jobs for disaster response and what each person is to do.
- Ensures survivability and availability of government services, or the continuity of government.
- Helps to understand the Town's emergency organization.
- Provides guidance for disaster education and training.

In addition to the EOP, the Town has identified key evacuation routes and constraints that may affect evacuation events within Portola Valley. Since evacuation is a key concern for Town staff and residents, several key policies have been developed to assist with evacuation capabilities. These policies are based on the analysis and recommendations contained within the *2022 Portola Valley Wildfire Traffic Evacuation Capacity Study*.

Emergency Access/Evacuation

P-86 Prepare and implement a Portola Valley Evacuation Plan

A-86-1 Work with public safety stakeholders and Town committees on the development of a Town-wide Evacuation Plan for adoption by the Town Council

A-86-2 Implement the Town of Portola Valley Evacuation Plan including all recommendations to support more effective evacuation

A-86-3 Explore the identification and construction of new evacuation rights of way throughout the Town

A-86-4 Study neighborhood level evacuation needs and recommendations to be adopted by Town Council.

P-87 Conduct early hazard condition notifications to all residents and conduct early evacuation warnings for high-risk areas or areas where constrained conditions require lengthy evacuation.

P-88 Require new developments, redevelopments, and major remodels to enhance the Town's evacuation network and facilities and comply with the Town's Evacuation Assessment.

A-88-1 Enhance existing town programs to further reduce fire hazards along public roads and rights of way. Vegetation management should focus on thinning low branches and dense trees to the maximum extent possible within the public right of way.

P-89 Ensure street naming and numbering systems adequately identify properties, to avoid potential confusion for emergency response vehicles

P-90 Require all new developments and redevelopments within the high and very high fire hazard severity zones, to provide a minimum of two points of access by means of publicly accessible roads that can be used for emergency vehicle response and evacuation purposes.

A-90-1 Design and maintain all private roads to permit unrestricted access for all emergency equipment and personnel.

A-90-2 Identify the feasibility of constructing additional emergency access improvements for existing developments that do not meet minimum road standards for emergency equipment, such as:

a. Additional vehicle pullouts at key hillside locations.
b. Limiting or restricting on-street parking at key hillside locations.
c. Potential for construction of new or improved emergency access routes.
d. Roadside clearance improvements.
e. Creation of easements and emergency access roads for areas with constrained parcels.

A-90-3 Establish mitigations for properties in High and Very High Fire Hazard Safety Zones with restricted and single points of access including parking restrictions and investigating the feasibility of establishing special assessment districts to improve road capacity, and adequate water supply.

P-91 Promote efficient and effective evacuation preparedness, where households rely on the following:

Use of a single car for evacuation purposes, where feasible

Coordinate with neighbors and tenants to expedite evacuation proceedings, and

Partnering with community groups/organizations to help residents that need assistance

P-92 Enhance information gathering and sharing resources to support future evacuation events.

P-93 Continue supporting County Department of Emergency Management meetings with Town staff, stakeholders, and institutions to support the development and integration of school and private institution evacuation plans into Town efforts.

APPENDIX D-1
SPECIAL STATUS SPECIES

Table 2 Special-status Species of Current Concern in Portola Valley

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association on Portola Valley vegetation map**	**Likelihood of Occurrence**	**Applicable Laws/ Regulations**	**Measures Required**
Mammals					
San Francisco dusky-footed woodrat *Neotoma fuscipes annectens* CSC	Generalist herbivores, they consume a wide variety of nuts and fruits, fungi, foliage and some herbaceous plants. Dusky-footed woodrats are highly arboreal; evergreen or live oaks and other thick-leaved trees and shrubs are important habitat components for this species. Houses typically are placed on the ground against or straddling a log or exposed roots of a standing tree and are often located in dense brush. Houses also are placed in the crotches and cavities of trees and in hollow logs. Known to occur in scrubby and forested habitat throughout the town.	Oak Woodland Mixed Evergreen Forest Redwood Forest Creeks/Riparian Urban Forest/Garden Chaparral Coastal scrub	High. Known to occur along Los Trancos Creek and Corte Madera Creek; expected in any habitat	CEQA CDFG Code 4150	Vegetation removal, including dead and downed debris, requires a survey for presence of SFDW and coordination with CDFG as necessary.
Pallid bat *Antrozous pallidus* CSC	Takes a wide variety of insects and arachnids, including beetles, orthopterans, homopterans, moths, spiders, scorpions, and Jerusalem crickets. Prefers rocky outcrops, cliffs, and crevices with access to open habitats for foraging. Very sensitive to disturbance of roosting sites. Such sites are essential for metabolic economy, juvenile growth and as night roosts to consume prey. Known to occur to the north in the Jasper Ridge Biological Preserve.	Cliffs in association with Oak woodland Oak savanna Mixed evergreen forest Coastal scrub Redwood forest Urban Forest/Garden Aquatic (forage)	Low to moderate. Roosting sites are likely rare. The CNDDB record is Woodside, 1960.	CEQA CDFG Code 4150	Prior to the removal of any tree that is 12-inches or more in diameter at breast height, a survey for perennial bat roosts is required. If present, tree removal must be coordinated with CDFG
Western red bat	Roosting habitat includes forests and woodlands; forage habitat includes grasslands, shrublands, open woodlands and forests, and croplands. Prefers to roost in woodland at the edge of forage habitat. Solitary roost, except maternal roost that is colonial. Eats a variety of insects, mainly moths, crickets, beetles, cicadas. Requires water.	Oak woodland Oak savanna Grassland (forage) Creeks/riparian Urban forest/garden Mixed evergreen forest Coastal scrub Aquatic (forage)	Low to moderate	CEQA CDFG Code 4150	Prior to the removal of any tree that is 12-inches or more in diameter at breast height, a survey for perennial bat roosts is required. If present, tree

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association on Portola Valley vegetation map**	**Likelihood of Occurrence**	**Applicable Laws/ Regulations**	**Measures Required**
	Migrates; winter resident in the Bay Area.				removal must be coordinated with CDFG
American badger *Taxidea taxus* CSC	Uncommon but has a widespread range. Badgers prefer to live in dry, open grasslands, fields, and pastures. They are found from high alpine meadows to sea level. Prey includes pocket gophers, ground squirrels, moles, woodrats, deer mice, and voles. Known to occur within 5 miles to the northwest of the town center.	Oak savanna Grassland	Low to moderate. Observed near the Stanford golf course in 1981.	CEQA CDFG Code 4150	If project requires grading in open habitat the site should be surveyed by qualified biologist to determine presence/absence, if present consult w/ CDFG
Ringtail	Uncommon and highly secretive. Nocturnal. Dens in rock outcrops and tree hollows. Eats small mammals, birds, reptiles, amphibians, carrion, and nuts and berries. Has a home range as large as 336 acres.	Chaparral Oak woodland Creek/Riparian	Low. Has not been recorded in the CNDDB, but suitable habitat exists in Portola Valley and it is within the species' range.	CEQA CDFG Code 4150	If project requires grading that will remove large rock outcrops, or requires the removal of trees greater than 12 inches in diameter breast height in suitable habitat, a survey by a qualified biologist is recommended
Reptiles					
San Francisco garter snake	Highly aquatic, found near densely vegetated freshwater ponds with adjacent open hillsides and rodent burrows. Prey includes pacific tree frog, California red-legged frog, and bullfrog. Disperses from aquatic habitat during the summer, and may occupy burrows in the fall.	Aquatic	Low; the closest known location is Crystal Springs Reservoir, however an intergrade form is found in Woodside, and it has not been determined	Federal ESA CDFG Code CEQA	If a project is within 500 feet of an aquatic feature, it is recommended that a survey be conducted by a qualified biologist to determine if federal permits are necessary

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association on Portola Valley vegetation map**	**Likelihood of Occurrence**	**Applicable Laws/ Regulations**	**Measures Required**
			whether it is more closely related to the SFGS or the more common garter snake.		
Western pond turtle *Actinemys marmorata* CSC	Normally associated with permanent ponds, lakes, streams, irrigation ditches or permanent pools along intermittent streams. Hatchlings may be subject to desiccation if exposed to hot, dry conditions. Requires basking sites such as partially submerged logs, rocks, mats of floating vegetation, or open mud banks. Considered omnivorous, it feeds on aquatic plant material, beetles, and a variety of aquatic invertebrates as well as fishes, frogs, and even carrion. Known to occur in Searsville lake in Jasper ridge biological preserve.	Aquatic Creek/Riparian Grassland (burrow sites)	Low. A very small population inhabits San Francisquito Creek. Ponds in town could provide suitable habitat	CEQA	If the project is within 500 feet of a lake or pond, the site should be surveyed by a qualified biologist to determine impacts and recommend avoidance measures. If present, consult with CDFG
Amphibians					
California red-legged frog *Rana aurora draytoni* FT, CSC	Chiefly a pond frog that inhabits moist forests, woodlands, grasslands, and streamsides – anywhere plants provide dense riparian cover. Generally found in or near water, but often disperses after rains. Highly variable. Adults take aquatic and terrestrial insects and crustaceans and snails, as well as worms, fish, tadpoles, smaller frogs, and small mammals. Known to occur in Searsville Lake in Jasper Ridge Biological Preserve.	Redwood Forest Mixed Evergreen Forest Creek/Riparian Forest Grasslands Aquatic Oak Savanna	Low to moderate. A small population inhabits San Francisquito and Los Trancos Creeks. Corte Madera Creek and ponds in town could provide breeding habitat.	FESA CEQA	If the project is within 500 feet of a lake or pond, the site should be surveyed by a qualified biologist to determine impacts and recommend avoidance measures. If present, consult with USFWS
California tiger salamander *Ambystoma californiense* FT,CSC	The California Tiger Salamander can grow to a length of about 8–10 inches (20–25 cm) and have black and have yellow or cream spots; larvae are greenish-grey in	Oak Woodland Grasslands Oak Savanna Aquatic	Very low. Only known population on the peninsula is at Lagunita	FESA CEQA	If the project is within 500 feet of a lake or pond, the site should be surveyed by a

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association on Portola Valley vegetation map**	**Likelihood of Occurrence**	**Applicable Laws/ Regulations**	**Measures Required**
	color. It depends on water for reproduction; therefore its habitat is limited to the vicinity of fishless vernal pools or similar water bodies. It occurs at elevations up to 1000 m (3200 ft). Known to occur at Stanford University near Lagunita.				qualified biologist to determine impacts and recommend avoidance measures. If present, consult with USFWS
Fish					
Rainbow trout/Steelhead *Oncorhynchus mykiss* FT,CSC	A salmonid species which is anadromous. They spend their life in both fresh and salt water, migrating from the ocean to their upstream spawning habitat. They can be found in creeks and streams. Steelhead habitat is listed as Federally threatened. Known to occur in San Francisquito creek to the northeast of the town center.	Aquatic (Creeks/Riparian)	High. Known to occur in San Francisquito and Los Trancos creeks; landlocked trout in Corte Madera Creek	FESA CEQA	Any project that affects the bed, bank or channel of a creek is subject to a streambed alteration agreement from CDFG and may also require approval from NOAA Fisheries and the U.S. Army Corps of Engineers. A biological survey would be required by these agencies.
Birds					
White-tailed Kite *Elanus leucurus* CDFG – fully protected species	Uses herbaceous lowlands with variable tree growth and dense population of Voles. Substantial groves of dense, broad-leafed deciduous trees used for nesting and roosting. Preys mostly on voles and other small, diurnal mammals, occasionally on birds, insects, reptiles, and amphibians. Forages in undisturbed, open grasslands, meadows, farmlands and emergent wetlands. Known to occur	Creeks/Riparian Oak Savanna Oak Woodland Mixed Evergreen Forest Grassland Urban Forest/Garden	High. This species is known from the area and is expected to occur in Portola Valley	CESA CEQA MBTA CDFG Code	Prior to the removal of any tree that is 10 inches or more in diameter at breast height, a survey for raptor nests is required. If present, tree removal must be coordinated with CDFG

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association on Portola Valley vegetation map**	**Likelihood of Occurrence**	**Applicable Laws/ Regulations**	**Measures Required**
	throughout the town in all habitats mentioned here.				
Northern Harrier *Circus cyaneus* CSC	Mostly found in flat, or hummocky, open areas of tall, dense grasses, moist or dry shrubs, and edges for nesting, cover, and feeding. Frequents meadows, grasslands, open rangelands, desert sinks, fresh and saltwater emergent wetlands; seldom found in wooded areas. Feeds mostly on voles and other small mammals, birds, frogs, small reptiles, crustaceans, insects, and, rarely on fish. Known to occur in the grasslands within the city limits.	Grassland Aquatic Oak Savanna Urban Forest/Garden	High. Known from the area, and suitable habitat is present in Portola Valley	CEQA MBTA CDFG Code 3503	Prior to the removal of any tree that is 10 inches or more in diameter breast height, a survey for raptor nests is required. If present, tree removal must be coordinated with CDFG
Golden Eagle *Aquila chrysaetos* CDFG – fully protected species	Uses rolling foothills and mountain terrain, wide arid plateaus deeply cut by streams and canyons, open mountain slopes, and cliffs and rock outcrops. Eats mostly lagomorphs and rodents; also takes other mammals, birds, reptiles, and some carrion. Known to occur on Jasper Ridge biological preserve.	Oak Woodland Grassland Oak Savanna Mixed Evergreen Forest Redwood Forest Urban Forest/Garden	High. Known from the area, and expected to occur in Portola Valley	MBTA CESA CDFG Code	Prior to the removal of any tree that is 10 inches or more in diameter breast height, a survey for raptor nests is required. If present, tree removal must be coordinated with CDFG
Cooper's Hawk *Accipiter cooperii* DFG watch list	A medium-sized hawk that prefers dense canopied evergreen and deciduous and riparian forests. Its main prey item is birds. It is known to occur at Stanford, and is expected to occur in Portola Valley.	Mixed Evergreen Forest Urban Forest/Garden Creeks/Riparian Oak Woodland Redwood Forest	High. Known from Stanford and suitable habitat is present in Portola Valley.	MBTA CESA CDFG Code	Prior to the removal of any tree that is 12 inches or more in diameter breast height, a survey for raptor nests is required. If present, tree removal must be coordinated with CDFG
Sharp-shinned Hawk *Accipiter*	A small hawk that prefers coniferous, mixed evergreen forests and riparian forest. It is a winter resident of the bay	Mixed Evergreen Forest Urban	High. Known to occur at Stanford and	MBTA CESA CDFG Code	Prior to the removal of any tree that is 12 inches or

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association on Portola Valley vegetation map**	**Likelihood of Occurrence**	**Applicable Laws/ Regulations**	**Measures Required**
striatus DFG watch list	area, and is not expected to breed here. It preys on birds. It is known to occur at Stanford, and is expected to occur in Portola Valley.	Forest/Garden Creeks/Riparian Oak Woodland Redwood forest	suitable habitat is present in Portola Valley. Unlikely that nesting will occur.		more in diameter breast height, a survey for raptor nests is required. If present, tree removal must be coordinated with CDFG
Burrowing Owl *Athene cunicularia* CSC	A yearlong resident of open, dry grassland and desert habitats and in grass, herbaceous plant and open shrub stages of pinyon-juniper and ponderosa pine habitats. Eats mostly insects; also small mammals, reptiles, birds, and carrion. Uses rodent or other burrow for roosting and nesting cover. Known to occur at the Palo Alto Baylands and in the Stanford foothills near Felt Lake.	Grassland Oak Savanna	Low. Known from Stanford near Felt Lake, but suitable habitat in Portola Valley is limited.	MBTA CEQA CDFG Code 3503	If grading in grassland proposed, project needs a survey by qualified biologist to determine presence/absence, if present consult w/ CDFG
Long-eared Owl *Asio otus* CSC	Frequents dense, riparian and live oak thickets near meadow edges, and nearby woodland and forest habitats. Eats mostly voles and other rodents, occasionally birds, including smaller owls, and other vertebrates.	Oak Woodland Oak Savanna Mixed Evergreen Forest Redwood Forest Creek/Riparian Grassland	Moderate. Suitable habitat is present; likely occurs in mountainous areas	CEQA MBTA CDFG Code 3503	Prior to the removal of any tree that is 12 inches or more in diameter breast height, a survey for raptor nests is required. If present, tree removal must be coordinated with CDFG
Loggerhead Shrike *Lanius ludovicianus* CSC	A common resident and winter visitor in lowlands and foothills throughout California. Prefers open habitats with scattered shrubs, trees, posts, fences, utility lines, or other perches. Eats mostly large insects; also takes small birds, mammals, amphibians, reptiles, fish, carrion, and various other invertebrates. Known to occur on Jasper Ridge biological	Oak Savanna Oak Woodland Grassland Chaparral	Moderate. Suitable habitat occurs; known from Jasper Ridge, but CNDDB records are from more than 50 years ago.	CEQA MBTA CDFG Code 3503	Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use.

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association on Portola Valley vegetation map**	**Likelihood of Occurrence**	**Applicable Laws/ Regulations**	**Measures Required**
	preserve.				
Saltmarsh Common Yellowthroat *Geothlypis trichas* CSC	Mostly breeds and winters in wet meadow, fresh emergent wetland, and saline emergent wetland habitats; also breeds in valley foothill riparian, and occasionally in desert riparian, annual grassland, and perennial grassland habitats. Eats insects, especially caterpillars and other larvae; also spiders and a few seeds.	Grassland Aquatic Creek/Riparian	Moderate to High. Known to occur at Searsville Lake; could occur along Corte Madera Creek	CEQA CESA MBTA CDFG Code 3505	Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use.
Tricolored Blackbird *Agelaius tricolor* CSC	Common locally throughout Central Valley and in coastal districts from Sonoma Co. south. Breeds near fresh water, preferably in emergent wetland with tall, dense cattails or tules, but also in thickets of willow, blackberry, wild rose, tall herbs. Feeds in grassland and cropland habitats. Feeds mostly on insects and spiders.	Aquatic Grassland (forage) Oak Savanna (forage)	Low.	CEQA CESA MBTA CDFG Code 3503	Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use.
Yellow Warbler *Dendroica petechia* (CSC)	Usually found in riparian deciduous habitats in summer: cottonwoods, willows, alders, and other small trees and shrubs typical of low, open-canopy riparian woodland. Also breeds in montane shrubbery in open conifer forests. In migration, visits woodland, forest, and shrub habitats. Mostly eats insects and spiders.	Creek/Riparian Chaparral Redwood Forest Mixed Evergreen Forest	Moderate. Has been observed at Jasper Ridge	CEQA CESA MBTA CDFG Code 3503	Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use.
Plants					
Arcuate bush mallow *Malacothamnus arcuatus* CNPS 1B	Grows in gravelly alluvium in chaparral and grassland at low elevations. Also occurs on serpentine. Occurs at Edgewood Natural Preserve, Arastradero Preserve, and Jasper Ridge. Threatened by change in fire regime. Blooms April-September.	Chaparral Grassland	High. Known to occur in neighboring areas	CEQA	If the project requires vegetation removal on Obispo clay, Los Gatos loam, or Fagan loam, serpentine soils could be affected. A rare plant survey by a

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association on Portola Valley vegetation map**	**Likelihood of Occurrence**	**Applicable Laws/ Regulations**	**Measures Required**
					qualified biologist is necessary the plant(s) and avoided.
Gairdner's yampah *Perideridia gairdneri* ssp. *gairdneri* CNPS 4	Perennial tuberous-rooted herb found in the moist soil of flats, meadows, streamsides, grasslands, pine groves. Blooms June-July.	Grassland (moist conditions) Creeks/Riparian forest	Low to moderate. Known from Teague Hill Open Space Preserve	CEQA	If vegetation association is to be removed, a rare plant survey by a qualified biologist is necessary. Avoid plant removal.
Michael's piperia *Piperia michaelii* CNPS 4	Perennial orchid found in dry sites in coastal scrub, woodland, mixed evergreen forest, closed-cone pine forest. Blooms May-September.	Coastal scrub Mixed Evergreen Forest	Moderate to high. Known to occur at Jasper Ridge	CEQA	If vegetation association is to be removed, a rare plant survey by a qualified biologist is necessary. Avoid plant removal.
Western leatherwood *Dirca occidentalis* CNPS 1B	Cool, moist slopes in foothill woodland and riparian habitat. Blooms January-April.	Creek/Riparian Oak Woodland Chaparral Mixed Evergreen Forest	High. Known to occur along Los Trancos Creek, Jasper Ridge, and Foothills Park	CEQA	If vegetation association is to be removed, a rare plant survey by a qualified biologist is necessary. Avoid plant removal.

Notes:
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CDFG website: http://www.dfg.ca.gov/wildlife/species/ssc/mammals.html. List of CDFG Special-status Mammals Accessed May 9, 2008.
CDFG website: http://www.dfg.ca.gov/biogeodata/cnddb/pdfs/SPAnimals.pdf (listing status)
CDFG. April 2008. California Bird Species of Special Concern

Table 3 Plants and Animals of Concern Historically Known to Occur within Five Miles of Town Center But Not Likely to Occur in Portola Valley (No Surveys Necessary)

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association**
Invertebrates		
Bay checkerspot butterfly *Euphydryas editha bayensis* (FT)	The bay checkerspot butterfly is a medium-sized butterfly with a wing span of slightly more than 2 inches. Larvae are dependent on host plants, mostly the dwarf plantain, while the adult butterflies survive on nectar from various plant species. This butterfly is found in serpentine grassland habitat. It historically occurred at Jasper Ridge and Edgewood Natural Preserve, but is currently only known from the hills around Coyote Valley, in south San Jose. There are no areas of serpentine grassland in Portola Valley large enough to support a population of bay checkerspot butterfly.	Grassland (serpentine) Oak Savanna (serpentine)
Amphibians		
Foothill yellow-legged frog (*Rana boylii)* (CSC)	A highly aquatic species found in or near rocky streams. Last recorded in the vicinity in 1906	Aquatic Riparian Forest
Birds		
Alameda song sparrow *Melospiza melodia pusillula* (CSC)	Resident of salt marshes bordering the south arm of San Francisco Bay. Last recorded in 1914 near Menlo Park. Suitable habitat for this species is not present in Portola Valley	Salt Marsh
Purple Martin *Progne subis* (CSC)	Uses valley foothill and montane hardwood, valley foothill and montane hardwood-conifer, and riparian habitats. Also occurs in coniferous habitats, including closed-cone pine-cypress, ponderosa pine, Douglas-fir, and redwood. Found in a variety of open habitats during migration, including grassland, wet meadow, and fresh emergent wetland, usually near water. Feeds on insects. In the CNDDB the most recent observation of this species in the area was over 50 years ago.	Redwood Forest Mixed Evergreen Forest Riparian Forest Grassland Aquatic Oak Woodland Oak Savanna
Bank Swallow *Riparia riparia* (ST)	Requires vertical banks and cliffs with fine-textured or sandy soils near streams, rivers, ponds, lakes, and the ocean for nesting. Feeds primarily over grassland, shrubland, savannah, and open riparian areas during breeding season and over grassland, brushland, wetlands, and	Riparian Forest Grassland Oak Savanna

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association**
	cropland during migration. Feeds on a wide variety of aerial and terrestrial soft-bodied insects including flies, bees, and beetles. Suitable habitat for this species is very limited in Portola Valley; the most recent observation reported in the CNDDB is more than 50 years ago.	Chaparral Aquatic
Yellow-breasted Chat *Icteria virens* (CSC)	Requires riparian thickets of willow and other brushy tangles near watercourses for cover. Eats insects and spiders; also berries and other fruits.	Aquatic Creek/Riparian Grassland Mixed Evergreen Forest
Grasshopper Sparrow *Ammodramus savannarum* (CSC)	Frequents dense, dry or well-drained grassland, especially native grassland with a mix of grasses and herbaceous plants for foraging and nesting. Uses scattered shrubs for singing perches. Feeds primarily on insects, especially Orthoptera; also eats other invertebrates and grass and herbaceous plant seeds. The last observation recorded for this species in the CNDDB for the area is over 50 years ago.	Grassland Oak Savanna Oak Woodland
Plants		
Alkali milk-vetch (*Astragalus tener var. tener*) CNPS 1B	Alkali flats, vernal pools, playas, valley and foothill grasslands with adobe clay. This species is believed to be extirpated in Santa Clara County and has not been recorded in San Mateo County.	Grassland
Bent-flowered fiddleneck *(Amsinckia lunaris)* CNPS 1B	Annual herb found in cismontane woodland, valley and foothill grassland.	Mixed Evergreen Forest Grassland
Caper-fruited tropidocarpum (*Tropidocarpum capparideum*) CNPS 1B	Valley & foothill grassland; alkaline clay. Thought be extinct.	Grassland
Choris' popcorn flower (*Plagiobothrys chorisianus* var. *chorisianus*) CNPS 1B	Grows in grassland patches in chaparral and coastal scrub habitats. Nearest known observation is at Crystal Springs Reservoir, about 4.5 miles north of town limits, where it grows in a moist meadow with oaks and madrones.	Grassland Chaparral Coastal Scrub
Congdon's tarplant (*Centromadia parryi ssp. congdonii*) CNPS 1B	Annual herb found in alkali soils in valley and foothill grassland. Sumps and disturbed sites where water collects. Nearly extinct in the SF Bay Area.	Grassland
Crystal Springs Fountain thistle (*Cirsium fontinale var. fontinale*) FE, SE, CNPS 1B	Perennial herb found in ultramafic seeps and ravines in valley and foothill grassland. Known from only four occurrences near Crystal Springs Reservoir. No known habitat for this plant in Portola Valley.	Grassland
Davidson's bush mallow (*Malacothamnus davidsonii*)	Sandy washes within coastal scrub, riparian woodland, or chaparral. Last seen in 1936.	Coastal Scrub Creek/Riparian Chaparral

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association**
CNPS 1B		
Crystal Springs lessingia (*Lessingia arachnoidea*) CNPS 1B	Annual herb found in coastal sage scrub, valley and foothill grassland, cismontane woodland. Grassy slopes on serpentine; sometimes on roadsides. Currently known only from areas near Crystal Springs Reservoir.	Coastal Scrub Grassland Mixed Evergreen Forest
Dudley's lousewort (*Pedicularis dudleyi*) CNPS 1B, State Rare	Perennial herb found in maritime chaparral, cismontane woodland, and North Coast coniferous forest. Known from fewer than 15 locations. Occurs at Edgewood County Park and Pescadero.	Chaparral Mixed Evergreen Forest Redwood Forest
Fragrant fritillary (*Fritillaria liliacea*) CNPS1B	Perennial bulbiferous herb found in coastal scrub, valley and foothill grassland, coastal prairie. Often on serpentine; various soils reported though usually clay, in grassland.	Coastal Scrub Grassland
Franciscan onion (*Allium peninsulare* var. *franciscanum*) CNPS 1B	Perennial bulbiferous herb found in valley and foothill grassland and cismontane woodland. Often in serpentine, clay, or volcanic soils. Last seen on Jasper Ridge in 1968.	Grassland Mixed Evergreen Forest
Hillsborough chocolate lily *(Fritillaria biflora var. ineziana)* CNPS 1B	Perennial bulbiferous herb found in cismontane woodland and valley and foothill grassland with serpentine soils. Endemic to the Hillsborough area, and not expected to occur in Portola Valley	Grassland
Hoover's button-celery (*Eryngium aristulatum var. hooveri*) CNPS 1B	Vernal pools, alkaline depressions, roadside ditches and other wet places near the coast.	Aquatic
Kings Mountain manzanita (*Arctostaphylos regismontana*) CNPS 1B	Perennial evergreen shrub found on granite or sandstone outcrops in chaparral, coniferous and evergreen forests.	Chaparral Mixed Evergreen Forest Redwood Forest
Legenere (*Legenere limosa*) CNPS 1B	Annual herb found in wet areas, vernal pools. 1 – 880 meters. While the habitat where this plant was found still exists, the plant has not been seen since 1906.	Aquatic
Lost thistle (*Cirsium praeteriens*) CNPS 1A	Found in Palo Alto area at turn of 20th Century, likely extirpated	Grassland
Marin western flax *Hesperolinon congestum* FT, ST, CNPS 1B	Annual herb found in chaparral, valley and foothill grassland. In serpentine barrens and in serpentine grassland and chaparral.	Chaparral Grassland

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association**
Point Reye's birds-beak (*Cordylanthus maritimus* ssp. *palustris*) CNPS 1B.2	Known from coastal salt marsh habitat; thought to be extirpated in the local area. No suitable habitat in Portola Valley.	Salt marsh
Robust monardella (*Monardella villosa ssp.globosa*) CNPS 1B	Perennial rhizomatous herb found in openings in broadleaved upland forest, chaparral, cismontane woodland, valley and foothill grassland. Openings. 100-915 meters. Last seen in 1937 in the woods on Coal Mine Ridge, south of Portola Valley. Known from about ten occurrences, most not recently seen. The likelihood of presence in Portola Valley is extremely low.	Mixed Evergreen Forest Chaparral Grassland Oak savanna
Saline clover (*Trifolium depauperatum var. hydrophilum*) CNPS 1B	Annual herb found in mesic and alkaline areas of valley and foothill grasslands, vernal pools, and marshes and swamps. 0 – 300 meters. Recorded from the San Mateo quadrangle. Possibly extinct. Suitable habitat is not common in Portola Valley.	Grassland Aquatic
San Francisco campion *Silene verecunda ssp. verecunda* CNPS 1B	Perennial herb found in sandy areas of coastal scrub, valley & foothill grassland, coastal bluff scrub, chaparral, and coastal prairie.	Coastal scrub Grassland Chaparral
San Francisco collinsia *Collinsia multicolor* CNPS 1B	Moist shady woodland, associated with California buckeye, honeysuckle, ferns, coast live oak, poison oak. Known from Edgewood Natural Preserve.	Mixed Evergreen Forest Oak Woodland
San Mateo thorn-mint *Acanthomintha duttonii* FE, SE, CNPS 1B	Annual herb found in serpentine areas of chaparral, valley and foothill grassland, coastal scrub.	Grassland Chaparral
San Mateo woolly sunflower *(Eriophyllum latilobum)* FE, SE	Bushy yellow-flowered perennial found in oak woodlands and exposed grassland roadcuts with serpentine soils. Known from one roadcut location in Hillsborough. Very limited habitat in Portola Valley for this species.	Oak Woodland, grassy roadcut on serpentine

Common Name ***Scientific Name***	**Habitat Requirements**	**Vegetation Association**
Santa Clara red ribbons *Clarkia concinna ssp. automixa* CNPS 4	Annual herb found in mesic shaded woodland and chaparral.	Oak woodland
Santa Cruz Mountains manzanita *Arctostaphylos andersonii* CNPS 1B	Broadleaved upland forest, chaparral, north coast coniferous forest. Open sites, redwood forest.	Redwood Forest Chaparral Mixed Evergreen Forest
Short-leaved evax (*Hesperevax sparsiflora var. brevifolia*) CNPS 2	Annual herb found in cismontane woodland, coastal prairie, coastal scrub, and valley foothill grassland often serpentine.	Mixed Evergreen Forest Coastal Scrub Grassland
Slender-leaved pondweed (*Potamogenton filiformis*) CNPS 2	Aquatic slender perennial herb found in marshes & swamps; shallow, clear water of lakes and drainage channels	Aquatic
White-flowered rein orchid *Piperia candida* CNPS 1B	Perennial herb found in broadleafed upland forest and coniferous forests, sometimes serpentine.	Redwood Forest
White-rayed pentachaeta (*Pentachaeta bellidiflora*) FE, SE, CNPS 1B	Annual herb found in valley & foothill grassland; open, dry, rocky slopes & grassy areas, often on soils derived from serpentine bedrock. 35 – 620 meters. Known only from one population at Edgewood Natural Preserve. Limited habitat available in Portola Valley	Grassland (serpentine)
Woolly-headed lessingia *Lessingia hololeuca* CNPS 3	Annual herb found in broadleafed upland forest, coastal scrub, lower montane coniferous forest, and valley and foothill grassland in clay or serpentine soils.	Coastal Scrub Grassland Mixed Evergreen Forest

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Table 4 Communities of Special Concern

Habitats	Description	Location
Serpentine bunchgrass	Dominants include the native perennial bunchgrasses; *Melica imperfecta, M. torreyana, Poa scabrella, Sitanion hystrix*, and *Stipa pulchra.* Locally, the grassland habitats can have a dominance of non-grass herbaceous plant species including the genera *Allium, Gilia, Layia, Lasthenia, Microceris, Phacelia, Plantago* and *Zygadenus*	Jasper Ridge Preserve south of San Francisquito Creek and west of Alpine Road. Pockets of this habitat could occur in Portola Valley; one such pocket is on Escobar and the Quilter Trail
Valley oak woodland	Valley oak is the dominant tree in the canopy. Associated with black oak, blue oak, California sycamore.	Small stands the Corte Madera Creek valley to the south and west of the town center, as well as in the Los Trancos Creek valley to the southeast of the town center.
Wetland	Generally are depressions that are seasonally saturated and contain plants that thrive in water.	Several ponds are located within Portola Valley.
Arroyo willow riparian	Arroyo willow is the dominant tree in the canopy. Associated with creeks, lakes, or other source of water.	Occasional stands along creeks, and around Searsville Lake

Table 5 Bat Species Expected in Portola Valley

Bat Species	Habits/Habitat Requirements
California myotis (*Myotis californicus*)	Roosts alone or in groups typically in trees cavities, caves, and buildings. Found over water, in forests, at edges of forests, and in open areas. Pups usually born in July.
Mexican free-tailed (*Tadarida brasiliensis*)	Colonial roosting typically in caves and building. Found in open areas, forests, over water and near buildings. A characteristic musty odor can be detected near their roosts. Pups born in the summer.
Western red (*Lasiurus blossevillii*)	Roosts alone typically in the leaves of large trees and shrubs. Found in forests, over water, in open areas, and in buildings. Pups born May-June.
Yuma (*Myotis yumanensis*)	Maternal roosts are colonial; males have solitary roosts. Uses buildings and caves for roosting. Found over water and near or in buildings. Pups born May-July.
Pallid (*Antrozous pallidus*)	Roosts in colonies in buildings and rock crevices, caves, mines, rock piles, and tree cavities. Tend to choose roosts where they can easily retreat into tight crevices when disturbed. Can be heard in the roost; roost has a faint skunk-like smell. Summer and winter roosting sites are the same, but the bats are more likely to roost singly or in pairs in the winter. Pups are born April-June. Found in or near buildings, rock crevices, mines, and tree cavities. Catches its prey on the ground or on leaves. Prey includes cicadas, katydids, scorpions, centipedes, beetles, grasshoppers, moths.
Big brown (*Eptesicus fuscus*)	Daytime roosts are in dark places, usually in buildings or trees. Night roosts include buildings. Females form maternity colonies, while males remain solitary. Females

Bat Species	Habits/Habitat Requirements
	return to the same summer roost in March or April. Pups born in spring or early summer. Feeds on insects in meadows, over water, among trees, and in the urban environment.
Long-eared myotis (*Myotis evotis*)	Roosts both singly and in maternity colonies in abandoned buildings, hollow trees, niches under bark, caves, mines, cliff crevices. Forages around treetops and over water in forested areas. Pups born June-July.
Fringed myotis (*Myotis thysanodes*)	Females roost in colonies, males usually roost alone. Roost in caves, mines, rock crevices, buildings. Forages along streams and in forested areas. Pups born June-July.
Long-legged (*Myotis volans*)	In the summer, roosts in colonies in buildings, crack, crevices, and in loose and peeling tree bark. In the winter, roosts in caves and mines. Forages for insects over water, in forests, over open habitat and near cliffs. Pups born spring/summer.
Hoary (*Lasiurus cinereus*)	A solitary bat that roosts in the foliage of trees, usually 7-20 feet above the ground and leafed above but open below. Roost trees are usually at the edge of a clearing. Markings blend well with tree bark. Regularly makes a chattering sound during flight audible to human ears. Forages at treetop levels in open areas, over streams, and may also be attracted to insects at outdoor lights. Pups born May-July.
Silver-haired (*Lasionycteris noctivagans*)	Roosts singly or in small groups in wooded areas. Prefers hollows, cracks and crevices of trees. Sometimes found roosting in old woodpecker holes and beneath rocks. Roosts usually between 3 and 16 feet above the ground. Forages over ponds and streams, and above treetop level in woodland. Has been observed to fly the same pattern each night. Migratory; during migration they can be found in open sheds, garages and outbuildings, lumber piles. On hibernation grounds they hibernate in trees, buildings, rock crevices, caves. Pups born June-July.

Williams et al. 2002 Beginner's Guide to Bats

Table 6 List of Special-status Species and Prescriptions for Each Habitat Type

Species by Habitat Type	Governing Regulations	Prescription
Chaparral		
San Francisco dusky-footed woodrat Ringtail Loggerhead shrike Yellow warbler Arcuate bush mallow (serpentine) Western leatherwood Nesting birds	Migratory Bird Treaty Act CDFG Code 3503 CEQA FESA for federally listed plant species	1. Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use. 2. Vegetation removal and grading require a survey for rare plant species, particularly if the project requires vegetation removal on Obispo clay, Los Gatos loam, or Fagan loam. 3. Vegetation removal, including dead and downed debris, requires a survey for presence of San Francisco dusky-footed woodrat and coordination with CDFG as necessary.
Coastal Scrub		
San Francisco dusky-footed woodrat Bats (including pallid bat and red bat) Michael's piperia Nesting birds	Migratory Bird Treaty Act CDFG Code 3503, 4150 CEQA FESA for federally listed plant species	1. Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use. 2. Vegetation removal and grading require a survey for rare plant species, particularly if the project requires vegetation removal on Obispo clay, Los Gatos loam, or Fagan loam. 3. Vegetation removal, including dead and downed

Species by Habitat Type	Governing Regulations	Prescription
		debris, requires a survey for presence of San Francisco dusky-footed woodrat and coordination with CDFG as necessary. 4. Prior to the removal of any tree that is 12 inches or more in diameter breast height, a survey for perennial bat roosts is required. If present, tree removal must be coordinated with CDFG
Grassland		
Western red bat (forage) American badger California red-legged frog (burrows used during part of life cycle) California tiger salamander (burrows used) Western pond turtle (burrows used) White-tailed kite (forage, not nesting) Northern harrier (forage, not nesting) Golden eagle (forage, not nesting) Burrowing owl Long-eared owl (forage, not nesting) Loggerhead shrike Ground nesting birds (e.g. Meadowlark, killdeer) Saltmarsh common yellowthroat (forage, not nesting) Tri-colored blackbird (forage) Arcuate bush mallow Gairdner's yampah	Migratory Bird Treaty Act CDFG Code 3503, 4150 CEQA FESA for federally listed species	1. Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use. 2. Vegetation removal and grading require a survey for rare plant species, particularly if the project requires vegetation removal on Obispo clay, Los Gatos loam, or Fagan loam. 3. Grading requires a pre-construction survey for American badger and burrowing owl by a qualified biologist. 4. If the project is within 500 feet of a lake, pond or creek, a biological survey is required to determine impacts to California red-legged frog, California tiger salamander, and Western pond turtle and whether permits are required from the USFWS/CDFG.
Mixed Evergreen Forest		
Bats (including pallid bat and red bat) California red-legged frog (aquatic and upland) San Francisco dusky-footed woodrat White-tailed kite (nesting) Golden eagle (nesting) Long-eared owl (nesting) Cooper's hawk Sharp-shinned hawk (roost) Yellow warbler (nesting) Michael's piperia Western leatherwood Nesting birds	Migratory Bird Treaty Act Bald and Golden Eagle Protection Act CDFG Code 3503, 4150 CEQA	1. Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use. 2. Vegetation removal and grading require a survey for rare plant species, particularly if the project requires vegetation removal on Obispo clay, Los Gatos loam, or Fagan loam. 3. If the project is within 500 feet of a lake, pond or creek, a biological survey is required to determine impacts to California red-legged frog, California tiger salamander, and Western pond turtle and whether permits are required from the USFWS/CDFG. 4. Prior to the removal of any tree that is 12 inches or more in diameter breast height, a survey for perennial bat roosts and raptor nests by a qualified biologist is required. If present, removal cannot continue without CDFG guidance.
Oak Savanna		
Bats (including pallid bat and red bat) American badger California red-legged frog California tiger salamander White-tailed kite Northern harrier	Migratory Bird Treaty Act Bald and Golden Eagle Protection Act CDFG Code 3503, 4150 CEQA	1. Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use. 2. Vegetation removal and grading require a survey for rare plant species. 3. Vegetation removal, including dead and downed

Species by Habitat Type	Governing Regulations	Prescription
Golden eagle Burrowing owl Long-eared owl Loggerhead shrike Tricolored blackbird Nesting birds		debris, requires a survey for presence of San Francisco dusky-footed woodrat and coordination with CDFG as necessary. 4. Prior to the removal of any tree that is 12 inches or more in diameter breast height, a survey for perennial bat roosts and raptor nests by a qualified biologist is required. If present, removal cannot continue without CDFG guidance. 5. Grading requires a pre-construction survey for American badger and burrowing owl by a qualified biologist.
Oak Woodland		
San Francisco dusky-footed woodrat Bats (including pallid bat and red bat) Ringtail California tiger salamander White-tailed kite Cooper's hawk Sharp-shinned hawk (roost) Golden eagle Long-eared owl Loggerhead shrike Western leatherwood Nesting birds	Migratory Bird Treaty Act Bald and Golden Eagle Protection Act CDFG Code 3503, 4150 CEQA	1. Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use. 2. Vegetation removal and grading require a survey for rare plant species and American badger. 3. Vegetation removal, including dead and downed debris, requires a survey for presence of San Francisco dusky-footed woodrat and coordination with CDFG as necessary. 4. Prior to the removal of any tree that is 12 inches or more in diameter breast height, a survey for perennial bat roosts and raptor nests by a qualified biologist is required. If present, removal cannot continue without CDFG guidance.
Redwood Forest		
San Francisco dusky-footed woodrat Bats (including pallid bat) California red-legged frog (upland refugia) Golden eagle Long-eared owl Cooper's hawk Sharp-shinned hawk Yellow warbler Nesting birds	Migratory Bird Treaty Act Bald and Golden Eagle Protection Act CDFG Code 3503, 4150 CEQA	1. Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use. 2. Vegetation removal and grading require a survey for rare plant species. 3. Vegetation removal, including dead and downed debris, requires a survey for presence of San Francisco dusky-footed woodrat and coordination with CDFG as necessary. 4. Prior to the removal of any tree that is 12 inches or more in diameter breast height, a survey for perennial bat roosts and raptor nests by a qualified biologist is required. If present, removal cannot continue without CDFG guidance.
Urban Forest/Garden		
San Francisco dusky-footed woodrat Bats (including pallid bat and red bat) White-tailed kite Northern harrier Golden eagle Cooper's hawk Sharp-shinned hawk (roost) Nesting birds	Migratory Bird Treaty Act Bald and Golden Eagle Protection Act CDFG Code 3503, 4150 CEQA	1. Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use. 2. Vegetation removal, including dead and downed debris, requires a survey for presence of San Francisco dusky-footed woodrat and coordination with CDFG as necessary. 3. Prior to the removal of any tree that is 12 inches or more in diameter breast height, a survey for perennial bat roosts and raptor nests by a qualified

Species by Habitat Type	Governing Regulations	Prescription
		biologist is required. If present, removal cannot continue without CDFG guidance.
Vineyard		
Nesting birds	Migratory Bird Treaty Act CDFG Code 3503	1. Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use.
Creeks/Riparian Forest		
San Francisco dusky-footed woodrat Ringtail Bats Western pond turtle California red-legged frog Rainbow trout/steelhead White-tailed kite Sharp-shinned hawk (roost) Cooper's hawk Long-eared owl Saltmarsh common yellowthroat Yellow warbler Gairdner's yampah Western leatherwood Nesting birds	Migratory Bird Treaty Act CDFG Code 3503, 4150 ESA CESA Clean Water Act CEQA	1. Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use. 2. Vegetation removal, including dead and downed debris, requires a survey for presence of San Francisco dusky-footed woodrat and coordination with CDFG as necessary. 3. Vegetation removal and grading require a survey for rare plant species. 4. Activities will require a Streambed Alteration Agreement from the California Department of Fish and Game if bed, bank or channel is disturbed. 5. Activities that affect the bed, bank or channel or result in fill may also require a permit from the U.S. Army Corps of Engineers and US NOAA Fisheries. 6. Prior to the removal of any tree that is 12 inches or more in diameter breast height, a survey for perennial bat roosts and raptor nests by a qualified biologist is required. If present, removal cannot continue without CDFG guidance. 7. Vegetation removal or grading within 500 feet of this habitat type should be preceded by a survey for Western pond turtle, CRLF, CTS by a qualified biologist.
Aquatic		
Western pond turtle California red-legged frog California tiger salamander San Francisco garter snake Rainbow trout/steelhead Northern harrier Saltmarsh Common yellowthroat Bats	Migratory Bird Treaty Act CDFG Code 3503, 4150 ESA CESA Clean Water Act CEQA	1. Activities that affect an aquatic habitat may be subject to additional permits from the U.S. Army Corps of Engineers, the Regional Water Quality Control Board, the U.S. Fish and Wildlife Service and the California Department of Fish and Game. 2. Vegetation removal from February 15 to August 31 requires a survey for nesting birds and avoiding removal of nests in active use. 3. Prior to the removal of any tree that is 12 inches or more in diameter breast height, a survey for perennial bat roosts and raptor nests by a qualified biologist is required. If present, removal cannot continue without CDFG guidance.

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Query Criteria: Quad IS (La Honda (3712233) OR Woodside (3712243) OR Palo Alto (3712242) OR Mindego Hill (3712232))

Name (Scientific/Common)	CNDDB Ranks	Listing Status (Fed/State)	Other Lists	Elev. Range (ft.)	Total EO's	Element Occ. Ranks						Population Status		Presence		
						A	B	C	D	X	U	Historic > 20 yr	Recent <= 20 yr	Extant	Poss. Extirp.	Extirp.
Acanthomintha duttonii San Mateo thorn-mint	G1 S1	Endangered Endangered	Rare Plant Rank - 1B.1 SB_UCBG-UC Botanical Garden at Berkeley	170 600	5 S:3	0	1	0	1	1	0	2	1	2	0	1
Acipenser medirostris pop. 1 green sturgeon - southern DPS	G2T1 S1	Threatened None	AFS_VU-Vulnerable IUCN_NT-Near Threatened	0 0	14 S:1	0	1	0	0	0	0	0	1	1	0	0
Allium peninsulare var. franciscanum Franciscan onion	G5T2 S2	None None	Rare Plant Rank - 1B.2	170 670	25 S:11	2	2	1	0	0	6	2	9	11	0	0
Ambystoma californiense pop. 1 California tiger salamander - central California DPS	G2G3T3 S3	Threatened Threatened	CDFW_WL-Watch List IUCN_VU-Vulnerable	40 400	1265 S:5	0	1	0	0	3	1	4	1	2	1	2
Amsinckia lunaris bent-flowered fiddleneck	G3 S3	None None	Rare Plant Rank - 1B.2 BLM_S-Sensitive SB_UCBG-UC Botanical Garden at Berkeley SB_UCSC-UC Santa Cruz		93 S:1	0	0	0	0	0	1	1	0	1	0	0
Aneides niger Santa Cruz black salamander	G3 S3	None None	CDFW_SSC-Species of Special Concern	340 1,873	78 S:7	0	0	0	0	0	7	6	1	7	0	0
Antrozous pallidus pallid bat	G4 S3	None None	BLM_S-Sensitive CDFW_SSC-Species of Special Concern IUCN_LC-Least Concern USFS_S-Sensitive WBWG_H-High Priority	70 420	420 S:3	0	0	0	0	0	3	3	0	3	0	0
Arctostaphylos andersonii Anderson's manzanita	G2 S2	None None	Rare Plant Rank - 1B.2 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden SB_UCSC-UC Santa Cruz	950 1,622	64 S:3	0	0	0	2	0	1	1	2	3	0	0

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Name (Scientific/Common)	CNDDB Ranks	Listing Status (Fed/State)	Other Lists	Elev. Range (ft.)	Total EO's	Element Occ. Ranks A	B	C	D	X	U	Population Status Historic > 20 yr	Recent <= 20 yr	Presence Extant	Poss. Extirp.	Extirp.
Arctostaphylos regismontana Kings Mountain manzanita	G2 S2	None None	Rare Plant Rank - 1B.2	586 2,300	17 S:14	1	3	3	3	0	4	6	8	14	0	0
Asio otus long-eared owl	G5 S3?	None None	CDFW_SSC-Species of Special Concern IUCN_LC-Least Concern USFWS_BCC-Birds of Conservation Concern	2,000 2,000	56 S:1	0	0	0	0	0	1	1	0	1	0	0
Astragalus pycnostachyus var. pycnostachyus coastal marsh milk-vetch	G2T2 S2	None None	Rare Plant Rank - 1B.2 BLM_S-Sensitive SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden SB_SBBG-Santa Barbara Botanic Garden SB_UCBG-UC Botanical Garden at Berkeley	500 500	24 S:2	0	0	0	0	0	2	2	0	2	0	0
Athene cunicularia burrowing owl	G4 S3	None None	BLM_S-Sensitive CDFW_SSC-Species of Special Concern IUCN_LC-Least Concern USFWS_BCC-Birds of Conservation Concern	713 2,253	2011 S:2	0	0	0	0	0	2	0	2	2	0	0
Bombus caliginosus obscure bumble bee	G2G3 S1S2	None None	IUCN_VU-Vulnerable	75 500	181 S:3	0	0	0	0	0	3	3	0	3	0	0
Bombus crotchii Crotch bumble bee	G2 S1S2	None None		100 100	437 S:1	0	0	0	0	0	1	1	0	1	0	0
Bombus occidentalis western bumble bee	G2G3 S1	None None	USFS_S-Sensitive	15 400	306 S:4	0	0	0	0	0	4	4	0	4	0	0
Brachyramphus marmoratus marbled murrelet	G3 S2	Threatened Endangered	CDF_S-Sensitive IUCN_EN-Endangered NABCI_RWL-Red Watch List	200 800	110 S:11	0	0	0	0	0	11	6	5	11	0	0
Calicina minor Edgewood blind harvestman	G1 S1	None None		560 560	2 S:1	0	0	0	0	0	1	1	0	1	0	0

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Name (Scientific/Common)	CNDDB Ranks	Listing Status (Fed/State)	Other Lists	Elev. Range (ft.)	Total EO's	Element Occ. Ranks						Population Status		Presence		
						A	B	C	D	X	U	Historic > 20 yr	Recent <= 20 yr	Extant	Poss. Extirp.	Extirp.
Centromadia parryi ssp. congdonii Congdon's tarplant	G3T2 S2	None None	Rare Plant Rank - 1B.1 BLM_S-Sensitive SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden	2 2	98 S:1	0	0	1	0	0	0	1	0	1	0	0
Charadrius nivosus nivosus western snowy plover	G3T3 S2	Threatened None	CDFW_SSC-Species of Special Concern NABCI_RWL-Red Watch List	0 5	138 S:2	0	1	0	0	1	0	1	1	1	1	0
Cirsium fontinale var. fontinale fountain thistle	G2T1 S1	Endangered Endangered	Rare Plant Rank - 1B.1 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden	150 600	5 S:4	0	0	3	0	1	0	2	2	3	1	0
Cirsium praeteriens lost thistle	GX SX	None None	Rare Plant Rank - 1A	50 50	1 S:1	0	0	0	0	1	0	1	0	0	1	0
Clarkia concinna ssp. automixa Santa Clara red ribbons	G5?T3 S3	None None	Rare Plant Rank - 4.3	1,500 2,750	20 S:2	0	0	0	0	0	2	2	0	2	0	0
Collinsia corymbosa round-headed Chinese-houses	G1 S1	None None	Rare Plant Rank - 1B.2		13 S:1	0	0	0	0	1	0	1	0	0	0	1
Collinsia multicolor San Francisco collinsia	G2 S2	None None	Rare Plant Rank - 1B.2 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden SB_UCSC-UC Santa Cruz	100 560	36 S:3	0	2	0	0	0	1	1	2	3	0	0
Corynorhinus townsendii Townsend's big-eared bat	G4 S2	None None	BLM_S-Sensitive CDFW_SSC-Species of Special Concern IUCN_LC-Least Concern USFS_S-Sensitive WBWG_H-High Priority	160 2,250	635 S:9	0	0	0	0	0	9	5	4	9	0	0

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Name (Scientific/Common)	CNDDB Ranks	Listing Status (Fed/State)	Other Lists	Elev. Range (ft.)	Total EO's	Element Occ. Ranks A	B	C	D	X	U	Population Status Historic > 20 yr	Recent <= 20 yr	Presence Extant	Poss. Extirp.	Extirp.
Coturnicops noveboracensis yellow rail	G4 S1S2	None None	CDFW_SSC-Species of Special Concern IUCN_LC-Least Concern NABCI_RWL-Red Watch List USFS_S-Sensitive USFWS_BCC-Birds of Conservation Concern	8 18	45 S:3	0	0	0	0	0	3	3	0	3	0	0
Dicamptodon ensatus California giant salamander	G2G3 S2S3	None None	CDFW_SSC-Species of Special Concern IUCN_NT-Near Threatened	300 2,400	234 S:17	1	1	0	0	0	15	11	6	17	0	0
Dipodomys venustus venustus Santa Cruz kangaroo rat	G4T1 S1	None None		20 600	29 S:3	0	0	0	0	3	0	3	0	0	3	0
Dirca occidentalis western leatherwood	G2 S2	None None	Rare Plant Rank - 1B.2 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden	150 2,165	90 S:26	6	7	1	0	0	12	3	23	26	0	0
Emys marmorata western pond turtle	G3G4 S3	None None	BLM_S-Sensitive CDFW_SSC-Species of Special Concern IUCN_VU-Vulnerable USFS_S-Sensitive	100 949	1404 S:7	0	4	1	0	0	2	3	4	7	0	0
Eriophyllum latilobum San Mateo woolly sunflower	G1 S1	Endangered Endangered	Rare Plant Rank - 1B.1 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden	2,000 2,000	8 S:2	0	0	0	0	1	1	2	0	1	1	0
Eryngium aristulatum var. hooveri Hoover's button-celery	G5T1 S1	None None	Rare Plant Rank - 1B.1 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden	80 80	16 S:1	0	0	0	0	1	0	1	0	0	1	0
Eryngium jepsonii Jepson's coyote-thistle	G2 S2	None None	Rare Plant Rank - 1B.2	525 625	19 S:2	0	0	0	0	0	2	1	1	2	0	0
Euphydryas editha bayensis Bay checkerspot butterfly	G5T1 S1	Threatened None		500 640	30 S:3	0	1	0	0	2	0	2	1	1	1	1
Falco peregrinus anatum American peregrine falcon	G4T4 S3S4	Delisted Delisted	CDF_S-Sensitive CDFW_FP-Fully Protected	1,871 1,871	73 S:1	0	0	0	0	0	1	0	1	1	0	0

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Name (Scientific/Common)	CNDDB Ranks	Listing Status (Fed/State)	Other Lists	Elev. Range (ft.)	Total EO's	Element Occ. Ranks						Population Status		Presence		
						A	B	C	D	X	U	Historic > 20 yr	Recent <= 20 yr	Extant	Poss. Extirp.	Extirp.
Fissidens pauperculus minute pocket moss	G3? S2	None None	Rare Plant Rank - 1B.2 USFS_S-Sensitive	250 250	22 S:2	0	0	0	0	0	2	1	1	2	0	0
Fritillaria liliacea fragrant fritillary	G2 S2	None None	Rare Plant Rank - 1B.2 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden USFS_S-Sensitive	520 720	82 S:4	0	3	0	0	0	1	2	2	4	0	0
Geothlypis trichas sinuosa saltmarsh common yellowthroat	G5T3 S3	None None	CDFW_SSC-Species of Special Concern USFWS_BCC-Birds of Conservation Concern	4 360	112 S:5	0	1	0	0	0	4	4	1	5	0	0
Haliaeetus leucocephalus bald eagle	G5 S3	Delisted Endangered	BLM_S-Sensitive CDF_S-Sensitive CDFW_FP-Fully Protected IUCN_LC-Least Concern USFS_S-Sensitive	430 430	332 S:1	0	0	1	0	0	0	0	1	1	0	0
Hesperolinon congestum Marin western flax	G1 S1	Threatened Threatened	Rare Plant Rank - 1B.1 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden SB_UCBG-UC Botanical Garden at Berkeley	200 700	27 S:5	0	3	1	0	1	0	1	4	4	1	0
Hydrochara ricksseckeri Ricksecker's water scavenger beetle	G2? S2?	None None		280 280	13 S:1	0	0	0	0	0	1	1	0	1	0	0
Lasiurus cinereus hoary bat	G3G4 S4	None None	IUCN_LC-Least Concern WBWG_M-Medium Priority		238 S:6	0	0	0	0	0	6	6	0	6	0	0
Laterallus jamaicensis coturniculus California black rail	G3T1 S1	None Threatened	BLM_S-Sensitive CDFW_FP-Fully Protected IUCN_NT-Near Threatened NABCI_RWL-Red Watch List	5 5	303 S:1	0	1	0	0	0	0	0	1	1	0	0

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Name (Scientific/Common)	CNDDB Ranks	Listing Status (Fed/State)	Other Lists	Elev. Range (ft.)	Total EO's	Element Occ. Ranks						Population Status		Presence		
						A	B	C	D	X	U	Historic > 20 yr	Recent <= 20 yr	Extant	Poss. Extirp.	Extirp.
Legenere limosa legenere	G2 S2	None None	Rare Plant Rank - 1B.1 BLM_S-Sensitive SB_UCBG-UC Botanical Garden at Berkeley	1,200 1,200	83 S:1	0	0	0	0	0	1	1	0	1	0	0
Lessingia arachnoidea Crystal Springs lessingia	G2 S2	None None	Rare Plant Rank - 1B.2 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden	440 550	11 S:2	0	0	1	0	0	1	1	1	2	0	0
Linderiella occidentalis California linderiella	G2G3 S2S3	None None	IUCN_NT-Near Threatened	110 110	508 S:1	0	0	0	0	0	1	1	0	1	0	0
Malacothamnus arcuatus arcuate bush-mallow	G2Q S2	None None	Rare Plant Rank - 1B.2 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden	300 2,400	37 S:12	0	1	1	1	0	9	3	9	12	0	0
Melospiza melodia pusillula Alameda song sparrow	G5T2T3 S2S3	None None	CDFW_SSC-Species of Special Concern USFWS_BCC-Birds of Conservation Concern	4 70	38 S:6	0	3	0	0	0	3	3	3	6	0	0
Microcina edgewoodensis Edgewood Park micro-blind harvestman	G1 S1	None None		600 600	1 S:1	0	0	0	0	0	1	1	0	1	0	0
Monolopia gracilens woodland woollythreads	G3 S3	None None	Rare Plant Rank - 1B.2	400 1,850	68 S:12	0	1	0	0	1	10	6	6	11	1	0
N. Central Coast Calif. Roach/Stickleback/Steelhead Stream N. Central Coast Calif. Roach/Stickleback/Steelhead Stream	GNR SNR	None None		200 200	2 S:1	0	1	0	0	0	0	1	0	1	0	0
Neotoma fuscipes annectens San Francisco dusky-footed woodrat	G5T2T3 S2S3	None None	CDFW_SSC-Species of Special Concern	215 460	42 S:4	0	1	2	0	0	1	1	3	4	0	0
North Central Coast Steelhead/Sculpin Stream North Central Coast Steelhead/Sculpin Stream	GNR SNR	None None		160 160	1 S:1	0	1	0	0	0	0	1	0	1	0	0
Northern Coastal Salt Marsh Northern Coastal Salt Marsh	G3 S3.2	None None		10 10	53 S:2	0	1	0	0	0	1	2	0	2	0	0

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Name (Scientific/Common)	CNDDB Ranks	Listing Status (Fed/State)	Other Lists	Elev. Range (ft.)	Total EO's	Element Occ. Ranks						Population Status		Presence		
						A	B	C	D	X	U	Historic > 20 yr	Recent <= 20 yr	Extant	Poss. Extirp.	Extirp.
Oncorhynchus mykiss irideus pop. 8 steelhead - central California coast DPS	G5T2T3Q S2S3	Threatened None	AFS_TH-Threatened	200 1,200	44 S:4	0	2	0	0	0	2	3	1	4	0	0
Pedicularis dudleyi Dudley's lousewort	G2 S2	None Rare	Rare Plant Rank - 1B.2 SB_UCSC-UC Santa Cruz USFS_S-Sensitive	500 500	7 S:1	0	1	0	0	0	0	0	1	1	0	0
Pentachaeta bellidiflora white-rayed pentachaeta	G1 S1	Endangered Endangered	Rare Plant Rank - 1B.1 SB_UCBG-UC Botanical Garden at Berkeley	520 520	14 S:2	1	0	0	0	0	1	1	1	2	0	0
Piperia candida white-flowered rein orchid	G3 S3	None None	Rare Plant Rank - 1B.2	500 500	222 S:2	0	0	0	0	0	2	1	1	2	0	0
Plagiobothrys chorisianus var. chorisianus Choris' popcornflower	G3T1Q S1	None None	Rare Plant Rank - 1B.2 BLM_S-Sensitive SB_UCSC-UC Santa Cruz	400 2,300	42 S:8	0	3	1	0	0	4	3	5	8	0	0
Rallus obsoletus obsoletus California Ridgway's rail	G3T1 S1	Endangered Endangered	CDFW_FP-Fully Protected NABCI_RWL-Red Watch List	1 4	99 S:3	1	1	1	0	0	0	0	3	3	0	0
Rana boylii foothill yellow-legged frog	G3 S3	None Endangered	BLM_S-Sensitive CDFW_SSC-Species of Special Concern IUCN_NT-Near Threatened USFS_S-Sensitive	80 1,053	2478 S:12	0	1	0	0	6	5	12	0	6	2	4
Rana draytonii California red-legged frog	G2G3 S2S3	Threatened None	CDFW_SSC-Species of Special Concern IUCN_VU-Vulnerable	30 1,880	1671 S:32	2	13	4	2	2	9	9	23	30	1	1
Reithrodontomys raviventris salt-marsh harvest mouse	G1G2 S1S2	Endangered Endangered	CDFW_FP-Fully Protected IUCN_EN-Endangered	0 0	144 S:3	0	1	2	0	0	0	3	0	3	0	0
Sagittaria sanfordii Sanford's arrowhead	G3 S3	None None	Rare Plant Rank - 1B.2 BLM_S-Sensitive	185 185	143 S:1	0	0	0	0	0	1	0	1	1	0	0

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California Natural Diversity Database

Name (Scientific/Common)	CNDDB Ranks	Listing Status (Fed/State)	Other Lists	Elev. Range (ft.)	Total EO's	Element Occ. Ranks						Population Status		Presence		
						A	B	C	D	X	U	Historic > 20 yr	Recent <= 20 yr	Extant	Poss. Extirp.	Extirp.
Senecio aphanactis chaparral ragwort	G3 S2	None None	Rare Plant Rank - 2B.2 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden SB_CRES-San Diego Zoo CRES Native Gene Seed Bank	640 1,200	98 S:2	0	0	0	0	0	2	2	0	2	0	0
Serpentine Bunchgrass Serpentine Bunchgrass	G2 S2.2	None None		720 5,800	22 S:2	1	0	0	0	0	1	2	0	2	0	0
Silene verecunda ssp. verecunda San Francisco campion	G5T1 S1	None None	Rare Plant Rank - 1B.2 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden SB_UCSC-UC Santa Cruz	600 600	20 S:1	0	0	0	0	1	0	1	0	0	1	0
Sorex vagrans halicoetes salt-marsh wandering shrew	G5T1 S1	None None	CDFW_SSC-Species of Special Concern	2 2	12 S:1	0	0	0	0	0	1	1	0	1	0	0
Speyeria adiaste adiaste unsilvered fritillary	G1G2T1 S1	None None		2,300 2,300	2 S:1	0	0	0	0	0	1	1	0	1	0	0
Speyeria zerene myrtleae Myrtle's silverspot butterfly	G5T1 S1	Endangered None		28 28	17 S:1	0	0	0	0	1	0	1	0	0	0	1
Spirinchus thaleichthys longfin smelt	G5 S1	Candidate Threatened		0 20	46 S:2	0	0	0	0	0	2	2	0	2	0	0
Sternula antillarum browni California least tern	G4T2T3Q S2	Endangered Endangered	CDFW_FP-Fully Protected NABCI_RWL-Red Watch List	1 1	75 S:1	0	0	0	0	1	0	1	0	0	0	1
Stuckenia filiformis ssp. alpina northern slender pondweed	G5T5 S2S3	None None	Rare Plant Rank - 2B.2	50 50	21 S:1	0	0	0	0	0	1	1	0	1	0	0
Taricha rivularis red-bellied newt	G2 S2	None None	CDFW_SSC-Species of Special Concern IUCN_LC-Least Concern	1,800 2,000	136 S:2	0	0	0	0	0	2	0	2	2	0	0
Taxidea taxus American badger	G5 S3	None None	CDFW_SSC-Species of Special Concern IUCN_LC-Least Concern	70 2,542	594 S:22	0	0	0	0	0	22	3	19	22	0	0

Summary Table Report

California Department of Fish and Wildlife

California Natural Diversity Database

Name (Scientific/Common)	CNDDB Ranks	Listing Status (Fed/State)	Other Lists	Elev. Range (ft.)	Total EO's	Element Occ. Ranks						Population Status		Presence		
						A	B	C	D	X	U	Historic > 20 yr	Recent <= 20 yr	Extant	Poss. Extirp.	Extirp.
Thamnophis sirtalis tetrataenia San Francisco gartersnake	G5T2Q S2	Endangered Endangered	CDFW_FP-Fully Protected	65 2,030	66 S:17	2	6	2	0	0	7	11	6	17	0	0
Trifolium amoenum two-fork clover	G1 S1	Endangered None	Rare Plant Rank - 1B.1 SB_CalBG/RSABG-California/Rancho Santa Ana Botanic Garden SB_UCBG-UC Botanical Garden at Berkeley SB_USDA-US Dept of Agriculture		26 S:1	0	0	0	0	0	1	1	0	1	0	0
Trifolium buckwestiorum Santa Cruz clover	G2 S2	None None	Rare Plant Rank - 1B.1 BLM_S-Sensitive SB_SBBG-Santa Barbara Botanic Garden SB_UCSC-UC Santa Cruz SB_USDA-US Dept of Agriculture		64 S:1	0	0	0	0	0	1	1	0	1	0	0
Usnea longissima Methuselah's beard lichen	G4 S4	None None	Rare Plant Rank - 4.2 BLM_S-Sensitive	590 2,040	206 S:2	0	0	0	0	2	0	2	0	0	1	1
Valley Oak Woodland Valley Oak Woodland	G3 S2.1	None None		40 40	91 S:1	0	0	0	0	0	1	1	0	1	0	0

APPENDIX E-1

PORTOLA VALLEY HISTORICAL RESOURCES INVENTORY (1998)

The following historic resources are listed in the 1998 Town of Portola Valley General Plan (Town of Portola Valley 1998). These resources are listed in chronological order and not in any particular order of importance or significance.

Number	Name	Contributors	Location
No. 1	Old Spanish Trail	-	Along crest of Coal Mine Ridge, through "Heptagon Ranch" and Portola Valley Ranch.
No. 2	Site of Maximo Martinez House	-	~ 4170 Alpine Rd.
No. 3	Site of Martinez Adobe	-	99 Iroquois Trail.
No. 4	Casa De Tableta (Alpine Beer Garden)	-	3915 Alpine Rd.
No. 5	Jones-Browns Trail	-	Along Hamm's Gulch, mainly through MROSD property.
No. 6	Siebeck Flat	-	Along the upper portion of Alpine Rd., outside the town's jurisdiction in San Mateo County.
No. 7	Spring Ridge	-	MROSD property, near Skyline Blvd.
No. 8	Sites of Four Early Houses on Spring Ridge	A. Site of Billar-Cooney house B. Site of the Orton house C. Site of Bozzo "Spring Ranch" house D. Site of Hamm "Mountain Home"	Spring Ridge, near Skyline Blvd.
No. 9	Sites of Early Lumber Mills	A. Mastick Lumber Mill & Ox Barn B. Mastick Second Lumber Mill C. Smith Mill D. Caldwell Mill	3 Wyndham Dr.
No. 10	Sites of St. Dennis Church and Cemetery	-	Outside the town's jurisdiction, between the north bank of San Francisquito Creek and the Stanford Linear Accelerator Center.
No. 11	Site of Dennis Martin's Second House	-	Outside the town's jurisdiction, on the southeast side of San Francisquito Creek.
No. 12	Pescadero-La Honda Turnpike (Old La Honda Road)	-	The main portion is located in the Town of Woodside with a small portion in the northwestern corner of the town's boundary, along the Morshead property line.
No. 13	Menlo Park & Santa Cruz Turnpike (remnants)	A. Pre-1950 Alpine Road crossing of San Francisquito Creek B. Crossing of Los Trancos Creek	One remnant is within the town's jurisdiction, along the south boundary of Ford Park (No. 13 B) and the beginning strip of Los Trancos Rd. Another remnant is near the Alpine Rd. crossing of the San Francisquito Creek in the unincorporated area of San Mateo County

Number	Name	Contributors	Location
No. 14	Site of Corte Madera Brewery, Site of Nahmens House, Fitzhugh "Windmill"	-	380 Portola Rd.
No. 15	Mariani Ranch	A. Freeman House	940 Los Trancos Rd.
No. 16	Site of Flax Mill	-	On the east side of the Conolley Melchor Ln.
No. 17	Site of Hallidie Tramway	-	Base of tramway is near 875 Portola Rd. and extends up the western hillside through the Morshead property.
No. 18	Two Sequoia Sempervirens, referred to as "Triple Top" and "Flat Top"	-	Near upper part of Morshead property.
No. 19	Allen-Woods House, the "Hawthorns", and surviving specimens of hawthorns, osage oranges, and olives	-	800 Los Trancos Rd.
No. 20	Not Used	-	-
No. 21	Fromhertz House	-	210 Portola Rd.
No. 22	Village of Portola	-	near 875 Portola Rd., 4.7 ac of northeast corner of Morshead property.
No. 23	Alpine Road	-	From the Portola Rd. intersection up the western hillside to Page Mill Rd.
No. 24	Not Used	-	-
No. 25	Searsville District School Bell	-	765 Portola Rd.
No. 26	Two Coast Live Oaks, marking the site of the 1893 school house	-	765 Portola Rd..
No. 27	Portola School District Primary School, recently referred to as the "Red Schoolhouse"	-	765 Portola Rd.
No. 28	Hallett Store (now office space)	-	846 Portola Rd.
No. 29	San Andreas Rift Zone	-	Extends along the valley floor through Portola Valley Ranch and the "Heptagon" Ranch.
No. 30	Our Lady of the Wayside	-	930 Portola Rd.
No. 31	Jelich Ranch Complex	A. Chilean Woodchopper's House B. Jelich House C. Tank House	683 Portola Rd.
No. 32	Connelley-Melchor House	-	555 Portola Rd.
No. 33	"Lauriston" – "Willowbrook Farm"	A. Alpine Road gate (gate to house) B. Terraces C. "Farm" Road	4670 Alpine Rd.
No. 34	"Villa Lauriston" (later a portion of Neylan's "Rancho Corte Madera")	A. Entry B. Main Residence C. Superintendent's house D. Stables	5050 Alpine Rd. 5030 Alpine Rd. 451 Portola Rd.

Number	Name	Contributors	Location
		E. Homestead Ruins	
No. 35	Governor James Rolph's Carriage House	-	Outside the town's jurisdiction, on the Home Ranch.
No. 36	Ormondale Ranch Road	-	Follows significant portions of present-day Alamos Rd. and Westridge Dr. to the ranch house, 99 Iroquois Trail. (see natural features also)
No. 37	Mangini Roadhouse, also the second Town Hall	-	4139 Alpine Rd.
No. 38	Number "Not Used"	-	-
No. 39	Number "Not Used"	-	-
No. 40	Elderberry, Sambucus mexicana	-	On the property line between the Ladera Swim Club and Ford Park.
No. 41	Number "Not Used"	-	-
No. 42	Catoctin Estate	A. #3 Grove Court B. #4 Grove Court C. Stonework on Grove Court	Not stated
No. 43	Site of Ormondale Ranch Buildings	-	-
No. 44	Willowbrook Farm; Bunkhouse and Barn	-	Begins at the 4600's Alpine Rd. and extends through the Willowbrook subdivision and along Willowbrook Dr.
No. 45	Site of Hallidie House (Morshead Property)	-	-

Figure C-1. Historic resources listed in the Portola Valley General Plan

APPENDIX E-2
NATIVE AMERICAN CONSULTATION

Sacred Lands File & Native American Contacts List Request

Native American Heritage Commission
1550 Harbor Blvd, Suite 100
West Sacramento, CA 95691
916-373-3710
916-373-5471 – Fax
nahc@nahc.ca.gov

Information Below is Required for a Sacred Lands File Search

Project: **Portola Valley Housing and Safety Elements Update Project**

County: **San Mateo**

USGS Quadrangle Name: **Woodside, Palo Alto, La Honda and Mindego Hill 7.5'**

Township: **6S** **Range:** **3W** **Section(s):** **19, 20, 21, 28, 29, 30, 31, 31, 32, 33**

Township: **6S** **Range:** **4W** **Section(s):** **25, 36**

Township: **7S** **Range:** **3W** **Section(s):** **4, 5, 6, 7, 8**

Township: **7S** **Range:** **4W** **Section(s):** **1**

Company/Firm/Agency: **Cogstone Resource Management**

Street Address: **1518 W. Taft Ave.**

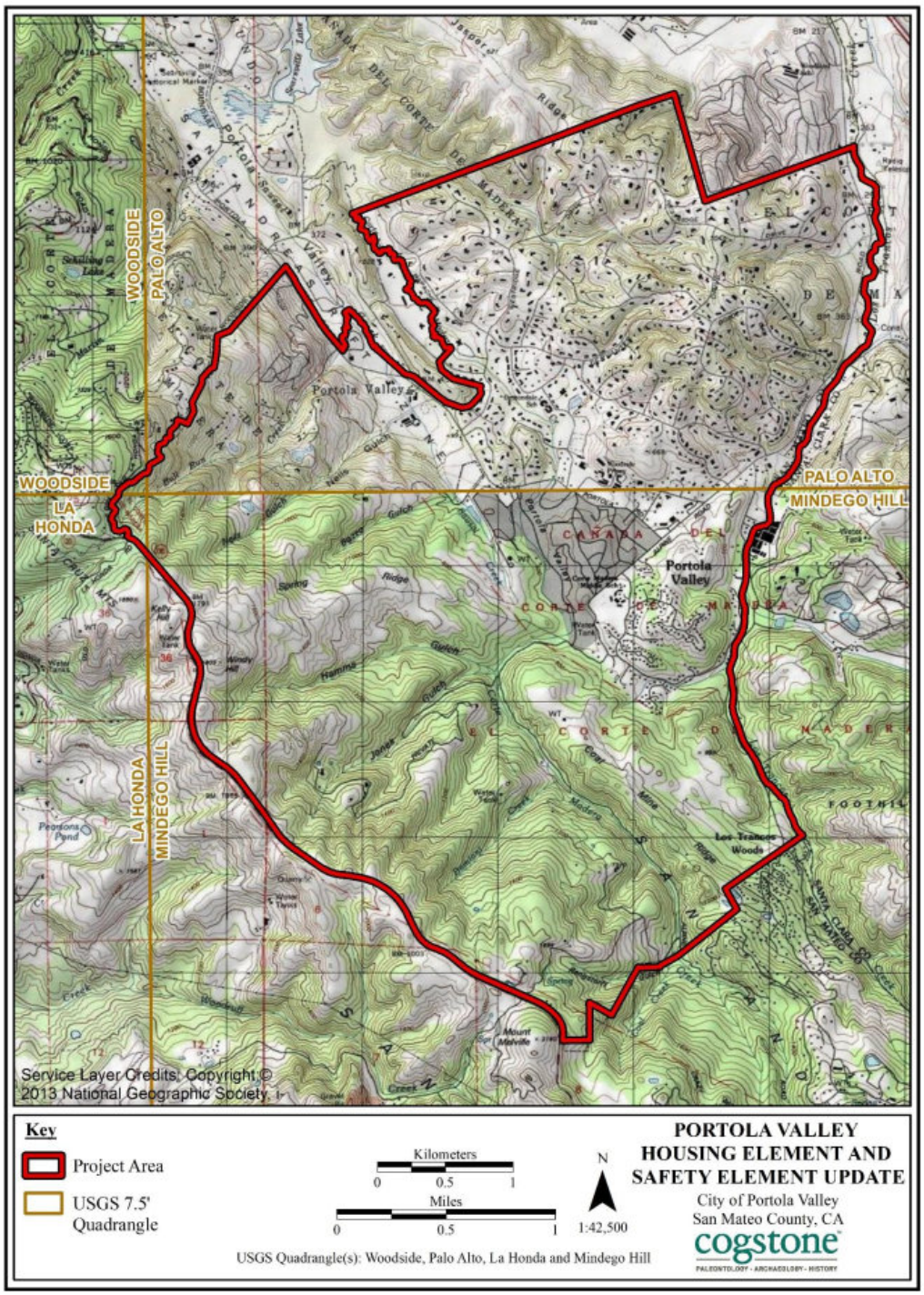
City: **Orange** **Zip:** **92865**

Phone: **714-974-8300**

Fax: **714-974-8303**

Email: **cogstoneconsult@cogstone.com**

Project Description:
The Project involves the preparation of a programmatic Initial Study (IS) or Mitigated Negative Declaration (MND) for the City of Portola Valley's Housing Element and Safety Element Updates that will be added to the General Plan


WOODSIDE
PALO ALTO
WOODSIDE
LA HONDA
PALO ALTO
MINDEGO HILL
LA HONDA
MINDEGO HILL
Portola Valley
Service Layer Credits: Copyright:© 2013 National Geographic Society
Key
Project Area
USGS 7.5' Quadrangle
Kilometers
0 0.5 1
Miles
0 0.5 1
N
1:42,500
USGS Quadrangle(s): Woodside, Palo Alto, La Honda and Mindego Hill
PORTOLA VALLEY HOUSING ELEMENT AND SAFETY ELEMENT UPDATE
City of Portola Valley
San Mateo County, CA
cogstone

STATE OF CALIFORNIA Gavin Newsom, Governor

NATIVE AMERICAN HERITAGE COMMISSION

NAHC HEADQUARTERS
1550 Harbor Boulevard
Suite 100
West Sacramento,
California 95691
(916) 373-3710
nahc@nahc.ca.gov
NAHC.ca.gov

July 20, 2022

Cogstone Resource Management

Via Email to: CogstoneConsult@cogstone.com

Re: Native American Consultation, Pursuant to Senate Bill 18, Government Code §65352.3 and §65352.4, Portola Valley Housing and Safety Elements Update Project, San Mateo

Dear Cogstone Resource Management:

Attached is a consultation list of tribes with traditional lands or cultural places located within the boundaries of the above referenced counties.

Government Code §65352.3 and §65352.4 require local governments to consult with California Native American tribes identified by the Native American Heritage Commission (NAHC) for the purpose of avoiding, protecting, and/or mitigating impacts to cultural places when creating or amending General Plans, Specific Plans and Community Plans.

The law does not preclude initiating consultation with the tribes that are culturally and traditionally affiliated within your jurisdiction. The NAHC believes that this is the best practice to ensure that tribes are consulted commensurate with the intent of the law.

The NAHC also believes that agencies should also include with their notification letters, information regarding any cultural resources assessment that has been completed on the area of potential effect (APE), such as:

1. The results of any record search that may have been conducted at an Information Center of the California Historical Resources Information System (CHRIS), including, but not limited to:
    - A listing of any and all known cultural resources that have already been recorded or are adjacent to the APE, such as known archaeological sites;
    - Copies of any and all cultural resource records and study reports that may have been provided by the Information Center as part of the records search response;
    - Whether the records search indicates a low, moderate or high probability that unrecorded cultural resources are located in the APE; and
    - If a survey is recommended by the Information Center to determine whether previously unrecorded cultural resources are present.
2. The results of any archaeological inventory survey that was conducted, including:
    - Any report that may contain site forms, site significance, and suggested mitigation measures.

All information regarding site locations, Native American human remains, and associated funerary objects should be in a separate confidential addendum, and not be made available for public disclosure in accordance with Government Code §6254.10.

3. The result of the Sacred Lands File (SLF) check conducted through the Native American Heritage Commission was positive. Please contact the tribes on the attached list for more information.

4. Any ethnographic studies conducted for any area including all or part of the APE; and

5. Any geotechnical reports regarding all or part of the APE.

Lead agencies should be aware that records maintained by the NAHC and CHRIS are not exhaustive. A tribe may be the only source of information regarding the existence of a tribal cultural resource.

This information will aid tribes in determining whether to request formal consultation. In the event, that they do, having the information beforehand will help to facilitate the consultation process.

If you receive notification of change of addresses and phone numbers from tribes, please notify the NAHC. With your assistance, we are able to assure that our consultation list remains current.

If you have any questions or need additional information, please contact me at my email address: Cody.Campagne@nahc.ca.gov.

Sincerely,

Cody Campagne

Cody Campagne
Cultural Resources Analyst

Attachment

cogstone
PALEONTOLOGY - ARCHAEOLOGY - HISTORY

September 19, 2022

[Name]
[Tribe]
[Title/Role]
[Address, Street]
[City, CA, Zip]

RE: California Environmental Quality Act (CEQA) and State Bill (SB) 18 Consultation Request for the Portola Valley Housing Element and Safety Element Update, City of Portola Valley, San Mateo County, California.

[TITLE & LAST NAME]:

The City of Portola Valley (City) proposes to prepare a programmatic Initial Study (IS) or Mitigated Negative Declaration (MND) for the City of Portola Valley's Housing Element and Safety Element Updates that will be added to the General Plan (Project). The City is located in southeastern San Mateo County (see Figure 1). The City is bordered by Woodside to the northwest and Palo Alto to the east. The General Plan Planning Area is the geographic extent for the environmental analysis, composed of approximately 5,786 acres (see Figure 2). This Project will comply with CEQA regulations and the cultural and paleontological assessment will be included in the IS/MND. The City will be the lead CEQA Agency. Cogstone Resource Management, Inc. (Cogstone) has been retained to assist the City with their cultural and paleontological resources assessment of the project area and help manage tribal consultation under CEQA and SB 18.

We are contacting you because the [TRIBE] requested to be notified and provided information, under the provisions of the California Environmental Quality Act (CEQA) (Public Resources Code section 21080.3.1 subdivisions (b), (d) and (e)), also known as AB 52, regarding projects with the City's jurisdiction and within the traditional territory of the [TRIBE]. Please consider this letter and preliminary Project information as the formal notification of the proposed Project. The City is requesting to consult with the [TRIBE] in order to identify tribal cultural resources that may be impacted by the proposed Project. The point of contact for the City is below/on the next page.

City of Portola Valley Point of Contact Information	
Name/Title:	Laura C. Russell, Planning & Building Director
Address:	765 Portola Road
City:	Portola Valley, CA 94028
Tel:	650) 851-1700 Ext. 218
E-Mail:	lrussell@portolavalley.net

1518 West Taft Avenue
Orange, CA 92865
Office |714| 974-8300

Branch Offices
San Diego - Riverside - Morro Bay - Sacramento - Arizona

cogstone.com
Toll free |888| 333-3212

Federal Certifications WOSB, EDWOSB, SDB
State Certifications DBE, WBE, SBE, UDBE

Additionally, the City is requesting consultation under Senate Bill 18 (Chapter 905, Statutes of 2004) which requires local governments to consult with tribes prior to making certain planning decisions and requires consultation and notice for a general and specific plan adoption or amendment in order to preserve, or mitigate impacts to, cultural places that may be affected. The Native American Heritage Commission (NAHC) provided us with a list of tribal entities and individuals who have requested to be placed on the SB 18 consultation list. The [TRIBE] is on the list provided. As a result, please consider this letter as a notice of the Project and an invitation to provide comments regarding the Project.

The Native American Heritage Commission (NAHC) was contacted on June 24, 2022 to perform a search of the Sacred Lands File. The NAHC responded on July 20, 2022 that the search was positive for Native American sacred sites and/or heritage resources located within the same USGS Quadrangle, Township, Range and Section as the Project Area.

Cogstone requested a record search of the Project area from the Northwest Information Center (NWIC) located at Sonoma State University on June 24, 2022. Results of the record search indicate that 45 previous studies have been completed and 13 cultural resources have been recorded within the Project area.

I would appreciate receiving any comments, issues and/or concerns relating to cultural resources, sacred lands, and tribal cultural resources that you may have within the Project area. All information provided will be kept confidential.

Please respond within 30 days, pursuant to PRC 21080.3.1(d), if you would like to consult on this Project. For consultation under SB 18, **you have 90 days to respond.** If you have any questions, please do not hesitant to contact Laura C. Russell, Planning & Building Director, at the address and email above or you can contact me by phone (714-974-8300), email (cogstoneconsult@cogstone.com), or fax (714-974-8303).

Thank you for your assistance.

John Gust

Attachments: Project vicinity map
Project location map

2

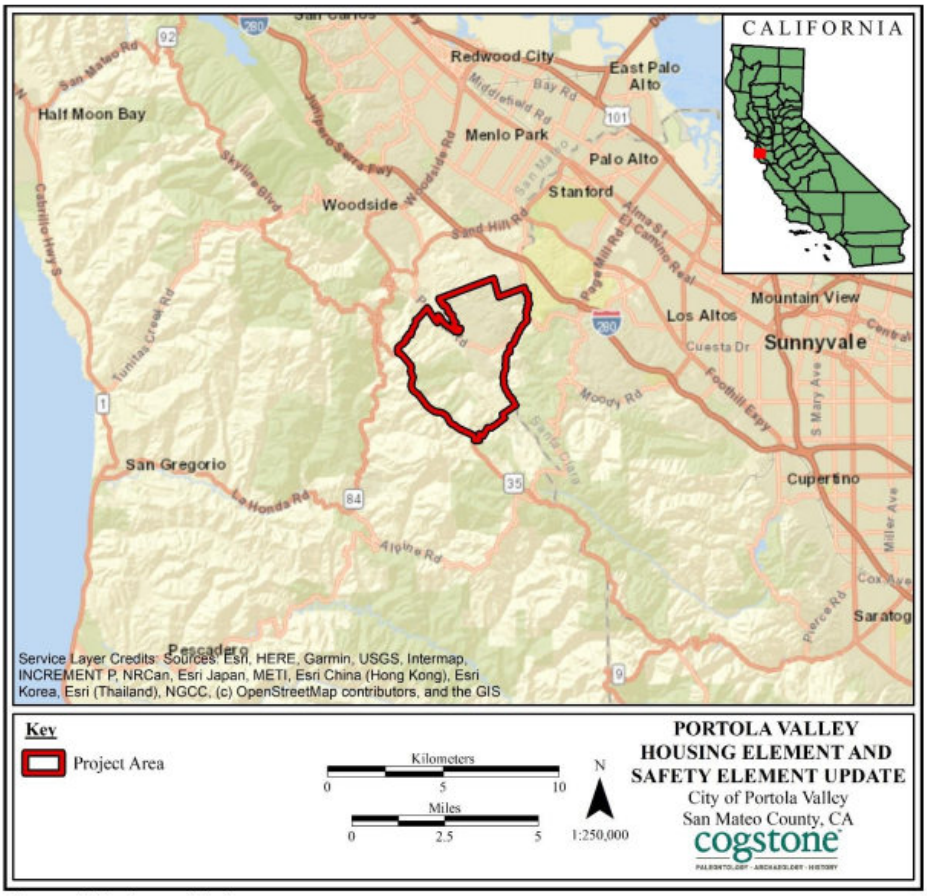


Figure 1. Project vicinity map

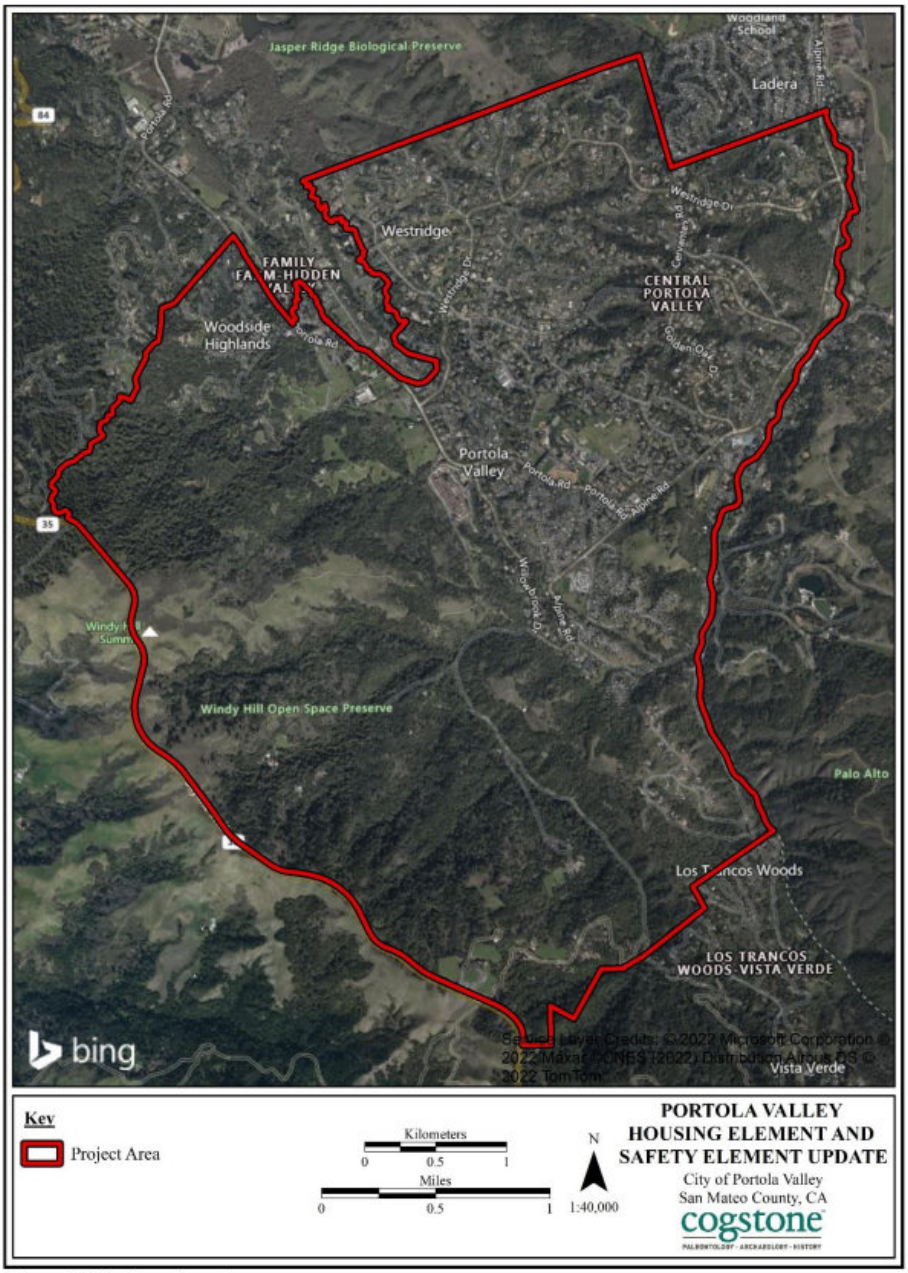


Figure 2. Project location map

Table E-1. Native American consultation log

Native American Group and Contact	Date(s) and Method of First Contact Attempt	Date(s) and Method of Second Attempt	Date(s) and Method of Third Attempt	Date(s) of Replies Rec'd	Comments	Results
The Ohlone Indian Tribe, Andrew Galvan	9/19/2022; USPS Certified Mail					
Tamien Nation, Chairperson Quirina Luna Geary, Chairperson	9/19/2022; USPS Certified Mail					
Amah Mutsun Tribal Band of Mission San Juan Bautista, Chairperson Irenne Zwierlein, Chairperson	9/19/2022; USPS Certified Mail					
Costanoan-Rumsen Carmel Tribe, Chairperson Tony Cerda, Chairperson	9/19/2022; USPS Certified Mail					
Wuksache Indian Tribe/Eshom Valley Band, Chairperson Kenneth Woodrow, Chairperson	9/19/2022; USPS Certified Mail					
Indian Canyon Band of Coastanoan/Mutsun Indians, Kanyon Sayers-Roods, MLD	9/19/2022; USPS Certified Mail					
Indian Canyon Band of Coastanoan/Mutsun Indians, Chairperson Ann Marie Sayers, Chairperson	9/19/2022; USPS Certified Mail					
Muwekma Ohlone Indian Tribe of the San Francisco Bay Area, Chairperson Charlene Nijmeh, Chairperson	9/19/2022; USPS Certified Mail					
Muwekma Ohlone Indian Tribe of the San Francisco Bay Area, Vice Chairwoman Monica Arellano, Vice Chairwoman	9/19/2022; USPS Certified Mail					

APPENDIX Q-1

VMT ASSESSMENT APPROACH (SEPTEMBER 26, 2022)

FEHR PEERS

Memorandum

Date: September 26, 2022

To: Laura Russell and Cara Silver, Town of Portola Valley
Carla Violet and Curtis Banks, Urban Planning Partners

From: Taylor Whitaker, Charlie Coles, and Daniel Rubins, Fehr & Peers

Subject: Town of Portola Valley Housing Element Update for 2023-2031 – VMT Assessment Approach

SJ21-2115

This memorandum presents the vehicle miles traveled (VMT) metrics, modeling tools, thresholds, and mitigation options to apply in the evaluation of the Town of Portola Valley Housing Element Update for 2023-2031. The options and limitations for VMT metrics, modeling tools, significance thresholds, and mitigation actions are described below from a technical transportation planning and engineering perspective with a particular emphasis on addressing the *CEQA Statute & Guidelines* expectations for an environmental impact analysis.[1]

To facilitate the conversation, this memorandum contains a summary of the information and options presented in the *SB 743 Implementation Decisions* (May 20, 2021) white paper prepared for the City/County Association of Governments (C/CAG) of San Mateo County and its member agencies, including Portola Valley. A draft version of this memorandum (dated December 3, 2021) was submitted to Town staff and included a preliminary recommendation on the VMT assessment approach for the proposed Housing Element Update, which was to evaluate the effects of the proposed project on the environment with a focus on the cumulative condition. Fehr & Peers met with Town staff on December 16, 2021 and July 18, 2022 to review the preliminary recommendation and confirm the VMT assessment approach for the proposed Housing Element Update. This memorandum documents the VMT assessment approach direction we received from Town of Portola Valley staff.

[1] Typical CEQA practice focuses on environmental effects that occur on a typical weekday, so all references to VMT in this document are intended to mean VMT that occurs on a typical weekday.

Background

Senate Bill (SB) 743 changed how transportation impacts are analyzed under the California Environmental Quality Act (CEQA). The latest *CEQA Statute & Guidelines* specify that VMT[2] is the appropriate metric to evaluate transportation impacts and delay and congestion are no longer applicable under CEQA. In short, SB 743 changes the focus of transportation impact analysis in CEQA from measuring impacts to drivers, to measuring the impact of driving.

To comply with these new rules, each lead agency will need to define policies and practices regarding the evaluation of transportation impacts under CEQA, including guidance on how VMT should be calculated and presented in environmental documents. Because there are different ways to analyze and report VMT associated with a given project or plan each local jurisdiction (a town, city, unincorporated County, or other agency in San Mateo County,) will need to set their own guidelines and expectations for how a VMT analysis should be conducted.

The State of California's Office of Planning and Research (OPR) *Technical Advisory on Evaluating Transportation Impacts in CEQA* (December 2018) recommends considering a project's short-term, long-term, and cumulative effects on VMT. The first reference is on page 5 related to retail projects while the references on page 6 are for all projects (see excerpts below with most relevant portions highlighted).

> ***Retail Projects***. *Generally, lead agencies should analyze the effects of a retail project by assessing the change in total VMT*[11] *because retail projects typically re-route travel from other retail destinations. A retail project might lead to increases or decreases in VMT, depending on previously existing retail travel patterns. (*Quote from page 5 of the *Technical Advisory on Evaluating Transportation Impacts in CEQA*, December 2018; footnote 11 in this quote is a reference to see Appendix 1 of the OPR Technical Advisory, which discusses evaluation of Total VMT*).*
>
> ***Considerations for All Projects***. *Lead agencies should not truncate any VMT analysis because of jurisdictional or other boundaries, for example, by failing to count the portion of a trip that falls outside the jurisdiction or by discounting the VMT from a trip that crosses a jurisdictional boundary. CEQA requires environmental analyses to reflect a "good faith effort at full disclosure." (CEQA Guidelines, § 15151.) Thus, where methodologies exist that*

[2] VMT refers to "Vehicle Miles Traveled," a metric that accounts for the number of vehicle trips generated plus the length or distance of those trips. VMT is an accessibility performance metric that evaluates the changes in land use patterns, regional transportation systems, and other built environment characteristics, which is different from what the mobility performance metric vehicle level of service measures – vehicle mobility. The white paper uses the terms Project generated VMT and Project's effect on VMT using boundary VMT metrics for specific geographic areas. Project generated VMT is the sum of the "VMT from" and "VMT to", and within a project site. Project's effect on VMT uses geographic boundary VMT to evaluate the change in VMT on all roadways without and with the project within a specific geographic area.

> *can estimate the full extent of vehicle travel from a project, the lead agency should apply them to do so. Where those VMT effects will grow over time, analyses should consider both a project's short-term and long-term effects on VMT.* (Quote from page 6 of the *Technical Advisory on Evaluating Transportation Impacts in CEQA*, December 2018).
>
> ***Cumulative Impacts***. *A project's cumulative impacts are based on an assessment of whether the "incremental effects of an individual project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects." (Pub. Resources Code, § 21083, subd. (b)(2); see CEQA Guidelines, § 15064, subd. (h)(1).)* (Quote from page 6 of the *Technical Advisory on Evaluating Transportation Impacts in CEQA*, December 2018).

The importance of a complete analysis that considers the project's effect on total VMT reflects the fact that certain types of land use projects can influence the routing of existing trips and the VMT generation of surrounding land uses. We expect the proposed Town of Portola Valley Housing Element Update for 2023-2031 (the combination of accessory dwelling units, affordable housing, employment housing, and other residential units included in the housing element) to have an effect on overall total VMT within the Town.

SB 743 Implementation Decisions White Paper and C/CAG VMT Estimation Tool

To help C/CAG member agencies meet the requirements of CEQA under SB 743, C/CAG of San Mateo County prepared the *SB 743 Implementation Decisions* (May 20, 2021) white paper (hereinafter referred to as "white paper"). With the *CEQA Statute & Guidelines* in mind, the white paper includes curated SB 743 implementation information with substantial evidence to support Town decisions for seven implementation questions. The seven questions address elements related VMT metrics, VMT calculation methods, VMT significance thresholds, and VMT mitigation actions needed to fully implement SB 743 as summarized below.

A. **VMT Metrics**:
   1. What form of VMT metrics could be used?
B. **VMT Calculation Methods**:
   2. What methods are available to use in estimating and forecasting VMT?
C. **VMT Impact Significance Thresholds**:
   3. Is the use of VMT impact screening desired?
   4. What is the VMT impact significance threshold for land use projects and land use plans under baseline conditions?
   5. What is the VMT impact significance threshold for land use projects and land use plans under cumulative conditions?
   6. What is the VMT impact significance threshold for transportation projects under baseline and cumulative conditions?
D. **VMT Mitigation Actions**:

7. What VMT reduction mitigation strategies are feasible?

The white paper highlights options and limitations for each question from a technical transportation planning and engineering perspective, with a particular emphasis on addressing the *CEQA Statute & Guidelines'* expectations for an environmental impact analysis.

In addition, the white paper includes baseline and cumulative VMT estimates for the Town of Portola Valley, San Mateo County, and Bay Area Region (refer to **Attachment A**) and is accompanied by a customized C/CAG VMT Estimation Tool.[3] The C/CAG VMT Estimation Tool provides for:

- Low VMT generation screening of small- to medium-size office, residential and industrial projects.
- Transit priority areas (TPAs) screen layer from the Metropolitan Transportation Commission (MTC) in 2017. This is a 1/2-mile buffer around existing major transit corridor (along El Camino Real and the 120 and 130 bus stops) or a major transit stop[4] (i.e., along Caltrain, BART and the South San Francisco ferry terminal).
- Local screening criteria to provide a jurisdiction the option to use its own screening criteria.

For projects that do not meet the VMT screening criteria, member agencies will likely need to conduct a complete VMT analysis that evaluates cumulative conditions, and the project's effect on boundary VMT within a specific geographic area. This complete VMT analysis will be used as an input into the air quality, GHG, and energy impact analysis.

VMT Metrics

VMT can be measured in multiple ways. Thus, the first decision for the Town, is deciding which VMT *metrics* to use to express a project's transportation effects. **Table 1** summarizes the common VMT metrics available to the Town, which are discussed in more detail below. As will be shown in the **VMT Modeling Tools** section.

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[3] The VMT Estimation Tool can be used to screen and estimate project generated VMT and VMT reductions for land use projects in San Mateo County. The types of land use projects include residential, office, and industrial land uses, those land uses in combination with each other, and those land uses with or without ancillary retail space. The VMT Estimation Tool is modular such that C/CAG, along with the cities in San Mateo County and the County of San Mateo can include their specific VMT screening requirements or model data within the VMT Estimation Tool.

[4] Major transit stop" is defined in Public Resources Code 21064.3 as a site containing an existing rail transit station, a ferry terminal served by either a bus or rail transit service, or the intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods.

Table 1: Summary of Common VMT Metrics

VMT Metric[1]	Definition	Recommended by OPR[2]	VMT used for other CEQA Sections?
Total VMT	Daily VMT of all vehicle trips, vehicle types, and trip purposes for all project land uses, presented as a total VMT.	Yes, for land use plans, and discussed in Appendix 1 of the OPR *Technical Advisory*.	Yes
Total VMT per Service Population[3,4] (also "Total VMT Rate")	Daily VMT of all vehicle trips, vehicle types, and trip purposes for all project land uses, divided by the sum of residents plus employees in the analysis area generating the VMT.	No, although may be helpful for mixed-use projects and comparing land use scenarios, particularly when using a travel forecasting model.	Yes
Partial Home-Based VMT per Resident (also "Home-Based VMT Rate")	VMT generated by light-duty vehicles (i.e., private cars and trucks) for all trips that begin or end at a residential land use, divided by residents.	Yes, for residential projects on page 5 and Appendix 1 of OPR *Technical Advisory*.	No
Partial Home-Based Work VMT per Employee (also "Home-Based Work VMT Rate")	VMT by light-duty vehicles only for work trips (that is, trips that have one end at a workplace and one end at a residence), divided by number of employees.	Yes, for office projects on page 6 and Appendix 1 of OPR *Technical Advisory*.	No
Project's Effect on VMT within the Boundary of a Specific Area (also "Boundary VMT")	VMT that occurs within a selected geographic boundary (e.g., Town, County, or Region) by any type of vehicle. This captures all vehicle travel on a roadway network for any purpose and includes local trips as well as trips that pass through the area without stopping.	Yes, for retail projects and transportation projects on pages 5, 6 and 23 and Appendix 1 of the OPR *Technical Advisory*.	Yes

1. Each VMT metric is an option for baseline and/or cumulative impact analysis.
2. With the exception of Total VMT per Service Population, each VMT metric listed in this table is described in the OPR *Technical Advisory on Evaluating Transportation Impacts in CEQA* (December 2018). See pages 5, 6, and 23, and Appendix 1 of the OPR *Technical Advisory*.
3. Total VMT is derived from this VMT rate.
4. The total VMT accounting is similar to an origin-destination accounting used for many Climate Action Plans.

Source: Fehr & Peers, 2022.

Absolute VMT or per Capita VMT

VMT metrics fall into two general categories: absolute VMT and per capita VMT. Absolute VMT is the total value of VMT, while per capita VMT is an efficiency metric that normalizes the absolute VMT based on a population metric so that VMT can be readily compared across projects of varying sizes. For example, if Project A generates 100 daily trips at an average of five miles per

trip, the *absolute* project generated VMT is 500 vehicle miles per day. If that project is a small office employing 25 people, the per capita VMT is 20 vehicle miles per employee (500 VMT / 25 employees = 20 VMT per employee). Similarly, if Project B for example generates 200 daily trips at an average of five miles per trip, the *absolute* project generated VMT is 1,000 vehicle miles per day. If that project employs 50 people, the per capita VMT is also 20 vehicle miles per employee (1,000 VMT / 50 employees = 20 VMT per employee). Thus, even though Project B is larger and generates more absolute VMT, both example projects generate the same VMT per capita.

Total VMT or Partial VMT

Total VMT metrics include all types of VMT, regardless of the trip's purpose or the type of vehicle. For example, a person makes many trips from their home throughout the day (from home to coffee shop, to office, to lunch, back to office, to grocery store, back home, etc.) and total VMT captures all the trips and their associated trip lengths. Partial VMT refers to the use of only particular trip purposes and/or vehicle types. For example, partial VMT may only account for the trips and trip lengths associated with a person driving to and from work, and not all the trips in between (to lunch, to grocery store, etc.). The efficiency metrics recommended by OPR for use in analyzing office and residential projects are partial VMT metrics, because they include only light-duty passenger vehicles and only trips for a specific purpose or made by a specific population.

For some, the benefit of partial VMT metrics is that they are relatively easy to understand and visualize. In addition, partial VMT can be particularly useful when evaluating a project that is similar to existing development patterns nearby. Where current conditions lead to VMT-efficient residential or workplace activity, it can be relatively straightforward to conclude that adding similar land uses to those areas would create similar levels of VMT efficiency. One risk of using a partial VMT metric is that one could argue that it is not complete analysis of a project's VMT.

Project Generated VMT or Project's Effect on VMT

VMT metrics can differentiate between project generated VMT and a project's effect on VMT.

- **Project Generated VMT:** The sum of the VMT associated with travel from, to, and within a project site.
- **Project's Effect on VMT (within a selected geographic boundary):** The total vehicle travel within a geographic area boundary, compared between the no project and with project scenarios. The boundary should be selected based on project characteristics such as size and location; this analysis might be done at a townwide, countywide, or regional scale.

In its most basic form, project generated VMT is estimated by multiplying the project's daily trips by the average distance traveled by each vehicle trip. By contrast, the project's effect on VMT

evaluates the change in total travel within a defined geographic area boundary before and after the project is built (referred to as boundary VMT in this document).

An often-cited example of how a project can affect boundary VMT is the addition of a grocery store in a food desert. Residents of a neighborhood without a grocery store have to travel some distance to do their grocery shopping. Adding a grocery store to the neighborhood will shorten many of those grocery shopping trips and reduce the total VMT to/from the neighborhood. While the new store itself will "generate" many daily trips, in that there will be many cars coming in and out of the store's driveway, it will generally attract those trips *away* from other grocery stores located farther away. Thus, if the boundary VMT in the area served by all the local grocery stores were to be assessed, it is likely that the total VMT in that area will decrease after completion of the new grocery store project, since those trips to the new grocery store are shorter in distance than those to the grocery store in a different neighborhood.

Figure 1 presents a generic representation of both project generated VMT[5] and boundary VMT. Both metrics are needed for a comprehensive view of a project's VMT effects.

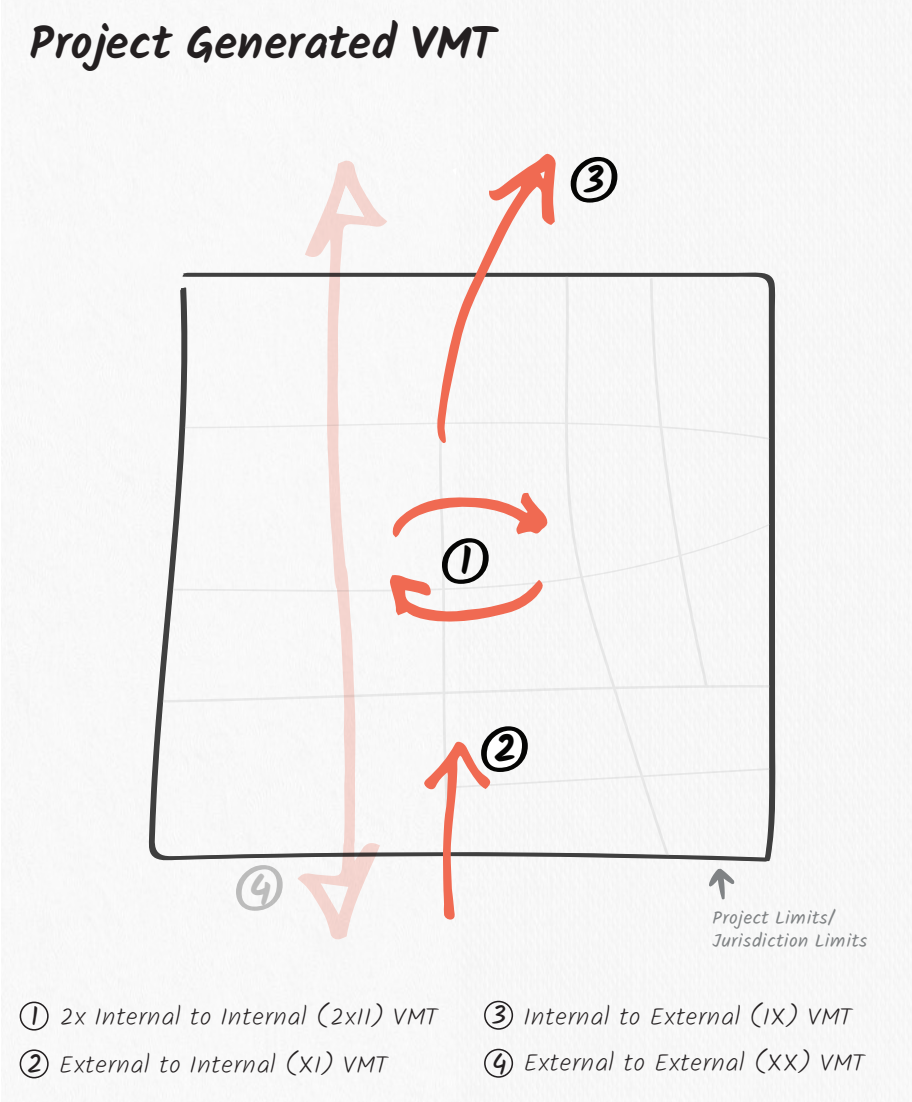
Town of Portola Valley Selection

To present a complete VMT analysis, we the Town of Portola Valley has selected the following metrics for evaluation of the Housing Element Update:

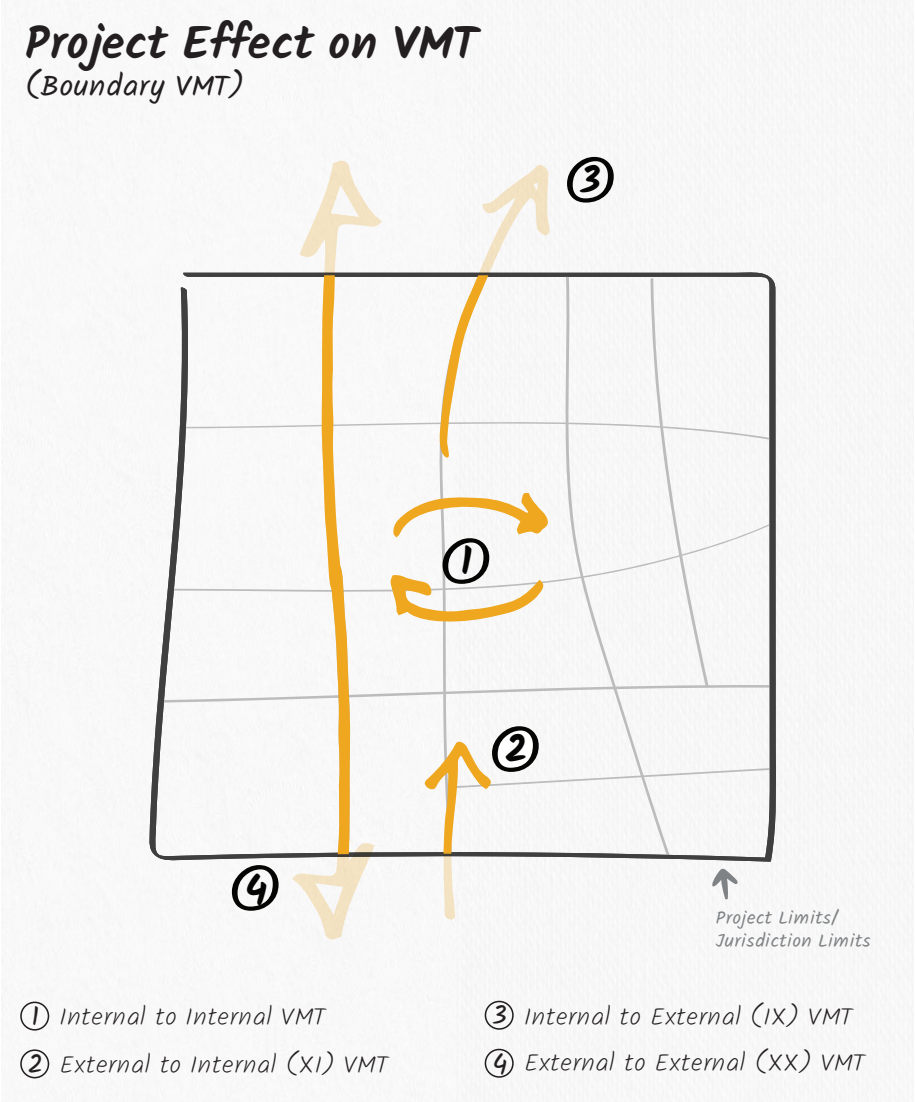
- Total VMT
- Total VMT per service population
- Home-based VMT per resident
- Project's Effect on VMT (using Boundary VMT) within the Bay Area Region (San Francisco County, San Mateo County, Santa Clara County, Alameda County, Contra Costa County, Solano County, Napa County, Sonoma County, and Marin County) (this information will also be used in the air quality, GHG, and energy analysis)

These metrics address all the VMT metrics discussed above, including absolute VMT, Per capita VMT, Total VMT, Partial VMT, in addition to project generated and the project's effect on VMT.

[5] In this instance, project generated VMT refers to total VMT, home-based VMT, and home-based work VMT as a group of VMT metrics.



Notes: External to External (XX) trips (shown as transparent arrow 4) are excluded from this VMT metric. Adjustments to project generated VMT made to include the full length of trips that leave the jurisdiction to capture inter-jurisdiction travel.



Notes: Boundary VMT is all the VMT on the streets within the Project Limits / Jurisdiction Limits. Transparent portions of arrows 2, 3 and 4 are not included in the VMT metric.

Figure 1

Measuring Vehicle Miles Traveled (VMT)

VMT Modeling Tools

VMT can be calculated using travel forecasting models, GIS tools, spreadsheet tools, or other sketch planning tools. The most common method of calculating the VMT metrics listed in **Table 1** is through a travel forecasting model. A travel forecasting model uses specialized software and is designed to reflect the interactions between different land use and roadway elements in a large area. Using a travel forecasting model has some advantages over sketch planning tools and spreadsheets, because a travel model is able to account for both project generated VMT and the project's effect on total area-wide VMT; spreadsheet tools and most sketch planning tools can only evaluate project generated VMT (and not the project's effect on VMT). Thus, we recommend the Town use a travel forecasting model for their VMT evaluation. The two travel forecasting models most commonly used to evaluate projects in and around the Town are the following:

- Metropolitan Transportation Commission (MTC) Travel Demand Model
- Santa Clara Valley Transportation Authority (VTA)-City/County Association of Governments of San Mateo County (C/CAG) Bi-County Model (C/CAG-VTA Travel Model)[6]

There are other possible tools available, such as a statewide model developed by Caltrans and several sketch planning tools or spreadsheets. The MTC and Caltrans models are intended for very large-scale applications, with the statewide model having a specific focus on the evaluation of interregional travel and freight movements, and thus neither model is appropriate for a local land use project, like the Portola Valley Housing Element Update.

An ideal tool for a CEQA VMT analysis is a travel forecasting model that has been appropriately calibrated and validated for local project size and scale, and has trip length data that accounts for trips that extend beyond the model boundary.[7] In Portola Valley it is also important for a travel forecasting model to account for travel patterns due to congestion, public transit, non-motorized transit (walking and biking), and transportation demand management policies in different parts of the Town.

Our scope of work assumes the Town of Portola Valley has selected the C/CAG-VTA Travel Model to use for the purposes of this project.

Town of Portola Valley Selection

Practically speaking, the use of a travel model is desirable for projects large enough to be accurately represented in that travel model. Given the characteristics of the Town of Portola

[6] Based on recent practice by C/CAG, we have assumed that the fee to acquire the model is zero dollars; however, any fee to acquire the model will be paid by the Town separate from the approved scope.

[7] The National Cooperative Highway Research Program *(NCHRP) Report 765, Analytical Travel Forecasting Approaches for Project-Level Planning and Design*, Transportation Research Board (TRB) (2014) is a detailed resource with many applicable sections.

Valley, ability to capture the effects of a project on the VMT in its surrounding area, and to be consistent with regional transportation planning assumptions, the Town of Portola Valley has selected the C/CAG-VTA Travel Model to use of the purposes of this Housing Element Update. For discussion purposes, **Attachment B** shows the Transportation Analysis Zones (TAZs)[8] and roadway network in the C/CAG-VTA Travel Model compared to the Town of Portola Valley Boundary. The C/CAG-VTA Travel Model would likely require some refinements to be fully sensitive to the land use and transportation demand management policies in Portola Valley.

VMT Impact Significance Thresholds

Baseline VMT Screening Thresholds

As of September 2022, the Town of Portola Valley has not adopted screening criteria or VMT thresholds. The concept of project screening criteria is that some projects have characteristics that readily lead to the conclusion that they would not cause a VMT impact. Lead agencies are responsible for deciding if projects may screen themselves from further analysis, determining which screening criteria they want to use for which project types, and where to set a screening "threshold". Some types of screening criteria include (with specific definitions the screening criteria with an asterisk mark are included in the *CEQA Statute & Guidelines*):

- Small developments*
- Projects in low-VMT areas
- Projects in proximity to transit priority areas (TPAs)/major transit stops and high-quality transit corridor (HQTC)*
- Affordable housing projects*
- Local-serving retail projects
- Transportation projects that do not add vehicle capacity

The Town of Portola Valley could consider adopting baseline VMT screening criteria for small- to medium-size land use projects using the C/CAG VMT Estimation Tool. For projects meeting the baseline VMT screening criteria, no additional VMT analysis would be needed.

Cumulative VMT Thresholds

An impact under CEQA begins with a change to the existing environment, and, therefore, Existing (or Baseline) Conditions must be evaluated. Because VMT will fluctuate with population and employment growth, changes in economic activity, and changes in travel modes including the expansion of new vehicle travel choices (i.e., the emergence of transportation network companies such as Uber and Lyft, autonomous vehicles, etc.), an impact analysis must also take into account

[8] Land use and socioeconomic data are represented in models by Transportation Analysis Zones, or TAZs.

the cumulative effects of the proposed project, these changes, and all other projects. Therefore, evaluations of Cumulative Conditions and Cumulative with Project Conditions are needed to identify potential cumulative impacts.

A cumulative VMT threshold should be able to evaluate both the direct, indirect, and cumulative effects of a project on VMT and consider uncertainty of new travel trends. Below is a brief summary of three possible cumulative VMT threshold options:

- **Fair share of Regional VMT Allocation:** Use a regional model to analyze the "project's effect on VMT" based on RTP/SCS consistency and set threshold that the project should not increase the total project generated regional VMT forecast used to support the RTP/SCS air quality conformity and SB 375 GHG targets.
- **Baseline and Cumulative VMT Thresholds**: A lead agency can use the same threshold for Baseline and Cumulative Conditions if there is evidence that the VMT efficiency metric is trending downward over time. While it is difficult for a lead agency to determine what level of VMT change is unacceptable when viewed solely through a transportation lens, there are several possible options, depending upon if the Town chooses to set a threshold based on local or state policies. Options include the following:
    - Set thresholds based on state goals.
        - Rely on the OPR Technical Advisory suggestion to set thresholds consistent with state goals for air quality, greenhouse gas and energy conservation.
            - OPR 15% below baseline average of a town or region (light-duty vehicles only).
    - Use a threshold adopted or recommended by another public agency consistent with lead agency air quality, GHG reduction, and energy conservation goals.
        - CARB 14.3% below baseline (2018) average of jurisdiction (all vehicles, presuming that MPOs meet SB 375 targets).
        - CARB 16.8% below baseline (2018) average of jurisdiction (light-duty vehicles only, presuming that MPOs meet SB 375 targets).
        - CARB: 25% below baseline (2018) average of jurisdiction (all vehicles, presuming that MPOs do not meet SB 375 targets).
        - Net zero VMT.[9]

[9] Caltrans has released guidance on "Transportation Analysis under CEQA (First Edition): Evaluating Transportation Impacts of State Highway System Projects" (September 2020) that recommends that any increase in VMT would constitute a significant impact. This has been referred to as the "Net Zero VMT threshold". Caltrans has thus far signaled that this threshold would be applied only to transportation projects.

- Set jurisdiction-specific threshold consistent with existing General Plan.
  - Set jurisdiction-specific VMT threshold based on substantial evidence.
  - Set thresholds based on baseline VMT performance.

- **Long-Term Air-Quality and GHG Expectations**: Establish a VMT reduction threshold for Cumulative Conditions consistent with long-term air pollution and GHG reduction expectations.

Discussion

In describing a threshold, the Town is making several methodological decisions:

- **VMT Metric:** Defining the VMT metric(s) to be used in expressing a project's impacts (VMT metrics were described in detail earlier in this memo).
- **Selecting the VMT Reduction to Apply to the VMT Metric:** Once the VMT metric is selected, the next decision is to define a percent reduction in the VMT metric that will be required to avoid triggering a significant impact. As discussed above, the percent reduction could be based on state or existing General Plan long-term expectations for greenhouse gas, air quality, and energy conservation.
- **Selecting the Geographic Area of the VMT Metric:** The final decision is to decide on what geographic area (e.g., Town-level, County-level, or Region-level) will be used to define the average value that a project should be compared to.

The C/CAG-VTA Travel Model will be used to prepare Baseline (2015) and Cumulative (2040) VMT estimates. Specifically, the total VMT metric will be evaluated at the Town-level, County-level and Region-level under Existing Conditions, Cumulative without Project and Cumulative with Project Conditions scenarios. In all cases, and consistent with the recommendations in the OPR *Technical Advisory*, adjustments will be applied to account for the distance of travel outside of the model area.

The following VMT metrics will be reported for the Town-level, County-level, and Region-level for each of the three study scenarios.

- **Total VMT:** Daily VMT of all vehicle trips, vehicle types, and trip purposes for all project land uses, presented as a total project generated VMT.
- **Total VMT per Service Population:** Daily VMT of all vehicle trips, vehicle types, and trip purposes for all project land uses, divided by the sum of residents plus employees in the analysis area generating the VMT.
- **Home-Based VMT per Resident**: VMT generated by light-duty vehicles (i.e., private cars and trucks) for all trips that begin or end at a residential land use, divided by residents.

- **Project's Effect on VMT within the Boundary of a Specific Area (Boundary VMT):** VMT that occurs within a selected geographic boundary (e.g., town, county, or region) by any type of vehicle. This captures all on-road vehicle travel on a roadway network for any purpose and includes local trips as well as trips that pass through the area without stopping.

Overall, the evaluation of the project's effect on land use and VMT should use the most appropriate forecasting model and consider all substantial evidence including the California Air Resources Board *2017 Scoping Plan-Identified VMT Reductions and Relationships to State Climate Goals*, CARB and current research on the long-term effects of transportation network companies (TNCs), new mobility options, and autonomous vehicles. Any cumulative VMT forecasting should acknowledge that land use projects and plans typically do not influence regional land use control totals and that modeling scenarios should carefully consider the land use allocation between scenarios and/or the VMT metric used to establish the cumulative VMT threshold.

Town of Portola Valley Selection

The Town of Portola Valley will analyze the project's effect on land supply and VMT using the C/CAG-VTA Model. The actual thresholds will be selected after using the C/CAG-VTA Model to prepare and summarize the cumulative (baseline) and cumulative with project VMT estimates listed in the discussion section.

Based on discussions with Town staff, cumulative thresholds for the Housing Element Update will include the following:

- Project Impact: A significant impact would occur if the townwide total VMT per service population would exceed the cumulative (baseline) VMT rate for the town.
- Project Impact: A significant impact would occur if the townwide home-based VMT per resident would exceed the cumulative (baseline) VMT rate for the town.
- Project Effect: A significant impact would occur if growth in the plan area increases total (boundary) regionwide VMT per service population compared to cumulative without project conditions.[10, 11]

VMT Mitigation Actions

For land use plans such as housing element updates and specific plans, mitigation will typically focus on physical design elements related to the ultimate built environment, such as the density

[10] This threshold is designed to address the different land use totals between the Cumulative without Project Conditions and the Cumulative with Project Conditions.

[11] The region is defined as the 9 Bay Area counties: San Francisco County, San Mateo County, Santa Clara County, Alameda County, Contra Costa County, Solano County, Napa County, Sonoma County, and Marin County.

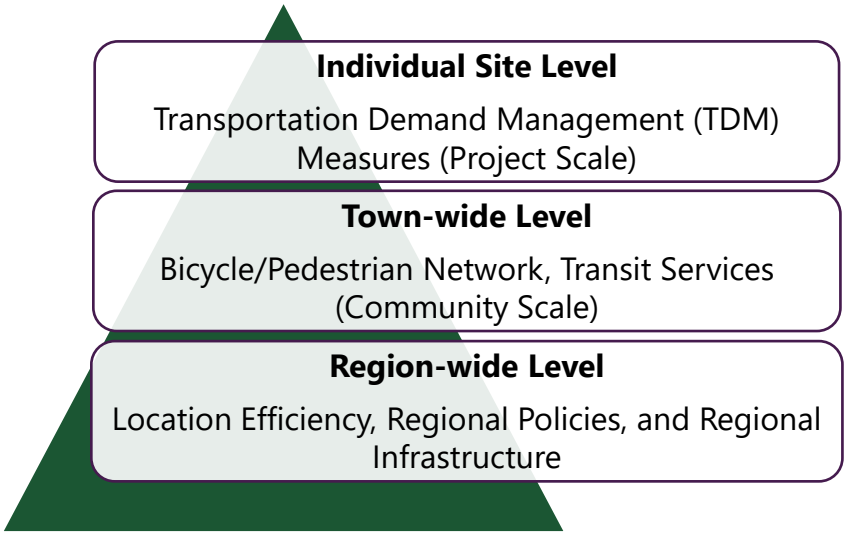
and mix of land uses as well as the availability and quality of the transportation network related to transit, walking, and bicycling.

For individual development projects, the primary methods of mitigating a VMT impact are to:

1. change the project in a way that reduces VMT; and/or
2. implement a program designed to reduce VMT, such as a Transportation Demand Management (TDM) program.

The available research indicates that the effectiveness of TDM measures varies substantially depending on the context in which they are applied. TDM is most effective in urban areas where urban character (land use and built environment) and land use mix are most supportive of vehicle trip reduction. TDM programs are less effective in rural and suburban areas where the built environment and transportation network are more dispersed and where modes are typically limited to personal vehicles. Additionally, an important consideration for the mitigation effectiveness is the scale for TDM strategy implementation. The biggest effects of TDM strategies on VMT (and resultant emissions) derive from regional policies related to land use location efficiency and infrastructure investments that support transit, walking, and bicycling. While there are many measures that can influence VMT and emissions that relate to site design and building operations, they have smaller effects that are often dependent on final building tenants. **Figure 2** presents a conceptual illustration of the relative importance of scale.

Figure 2: Transportation-Related GHG Reduction Measures



Of these strategies, only a few are likely to be effective in a rural and suburban setting such as Portola Valley. The Town of Portola Valley could consider identifying a menu of built environment and TDM mitigation strategies contained in the California Air Pollution Control Officer Association

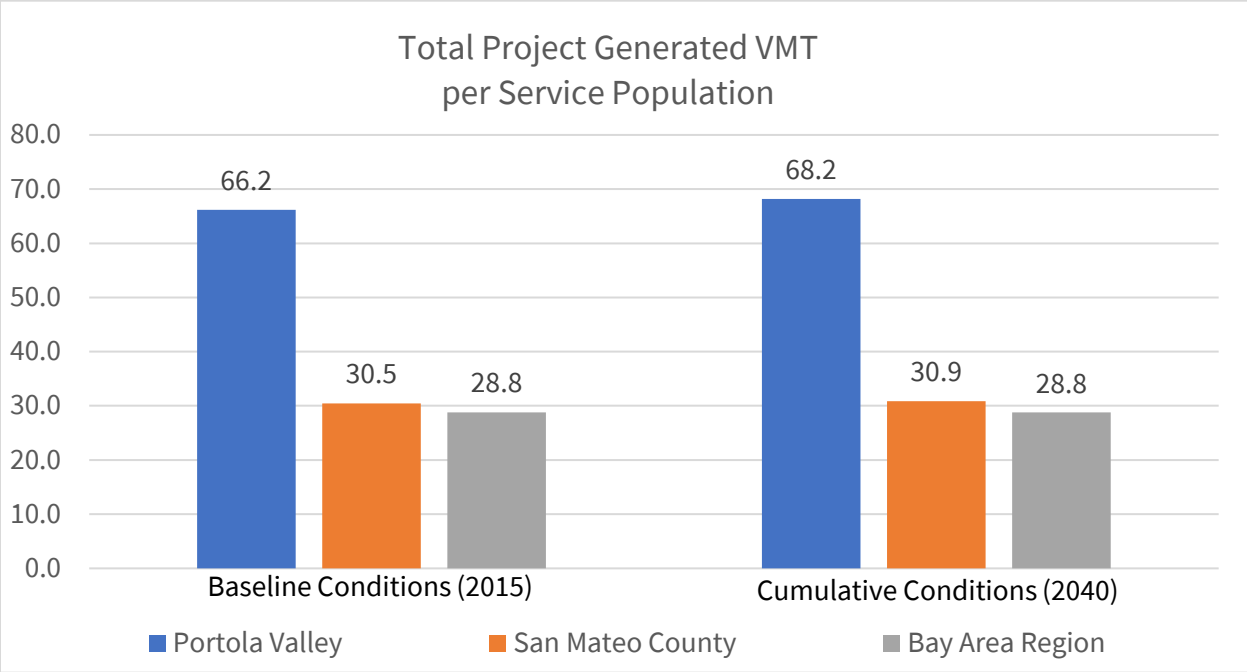
(CAPCOA) *Handbook for Analyzing Greenhouse Gas Emission Reductions, Assessing Climate Vulnerabilities, and Advancing Health and Equity* (December 2021) based on how the land use context, and potential land use changes, in Portola Valley could influence each strategy's effectiveness.

Town of Portola Valley Selection

Apply VMT reduction measures such as TDM with a Transportation Management Association (TMA), Town-wide strategies, and regional policies (location efficiency, regional land use policies, and regional infrastructure) to reduce VMT on Portola Valley streets. In the long-term, consider emerging VMT mitigation options such as a VMT cap, VMT fee, VMT bank, and/or VMT exchange.

Attachments

Attachment A: Town of Portola Valley VMT Quick-Reference Summary
Attachment B: C/CAG-VTA Travel Model Roadway Network and Transportation Analysis Zones in Portola Valley



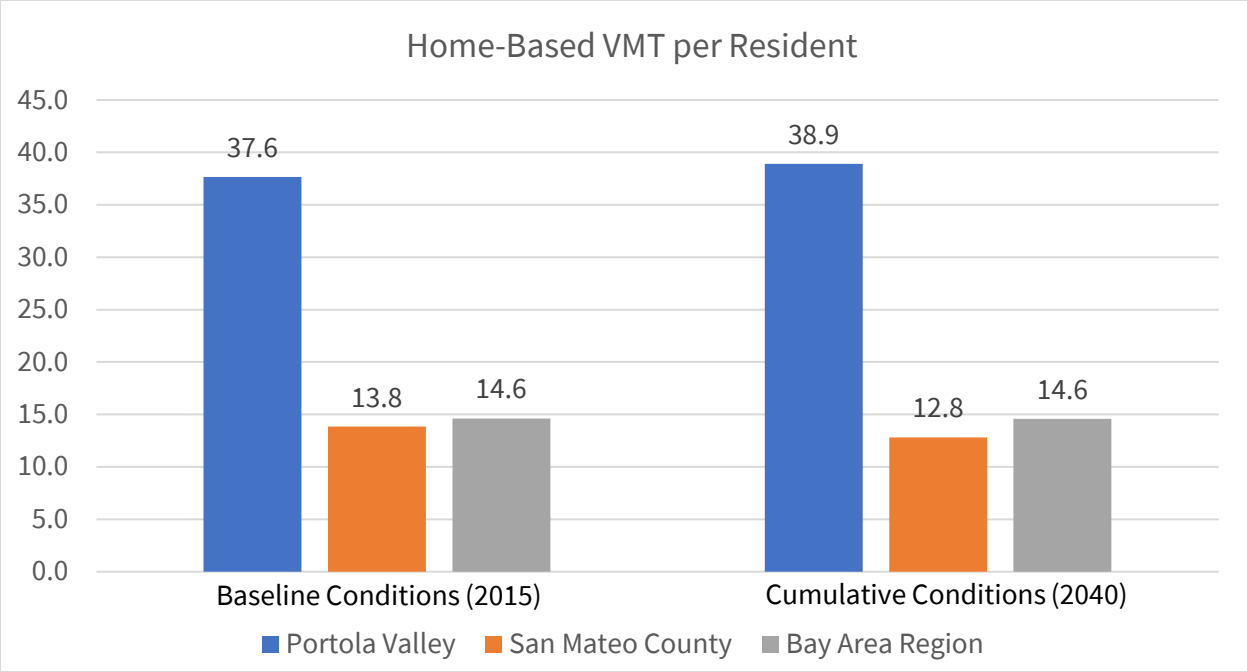
Total Project Generated VMT

Jurisdiction	Baseline (Existing) Conditions 2015			Cumulative Conditions 2040			Percent Change[1]
	Total Project Generated VMT	Service Population	Total VMT per Service Population	Total Project Generated VMT	Service Population	Total VMT per Service Population	
Portola Valley	395,130	5,970	66.2	447,150	6,560	68.2	3.0%
San Mateo County	34,532,300	1,134,030	30.5	43,425,560	1,407,320	30.9	1.3%
Bay Area Region	324,552,740	11,272,480	28.8	413,599,660	14,379,630	28.8	0.0%

Notes: Population and VMT values rounded to nearest 10.

1. Percent change is between 2015 and 2040 total VMT per service population VMT metric values and is rounded to the nearest tenth of a percent.

Source: Fehr & Peers, 2021.



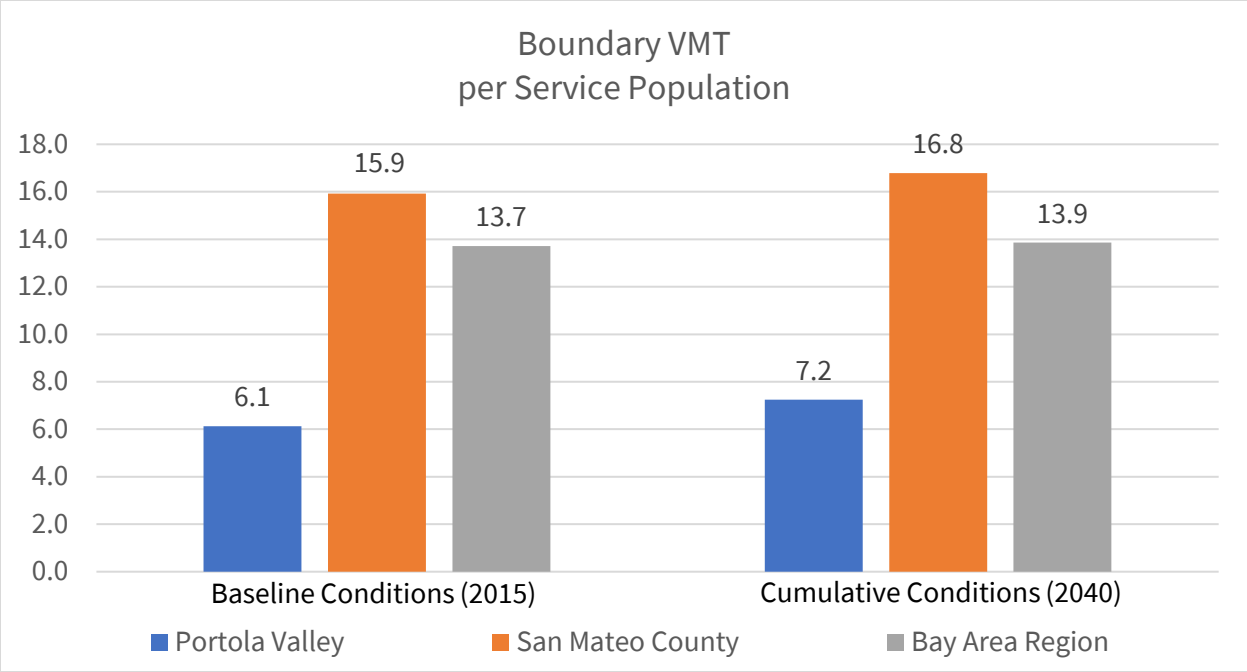
Home-Based VMT per Resident

Jurisdiction	Baseline (Existing) Conditions 2015			Cumulative Conditions 2040			Percent Change[1]
	Home-Based VMT	Residents	Home-Based VMT per Resident	Home-Based VMT	Residents	Home-Based VMT per Resident	
Portola Valley	178,080	4,730	37.6	191,880	4,930	38.9	3.5%
San Mateo County	10,564,320	762,860	13.8	11,907,300	928,940	12.8	-7.2%
Bay Area Region	109,839,580	7,509,900	14.6	140,833,730	9,662,100	14.6	0.0%

Notes: Population and VMT values rounded to nearest 10.

1. Percent change is between 2015 and 2040 home-based VMT per resident VMT metric values and is rounded to the nearest tenth of a percent.

Source: Fehr & Peers, 2021.



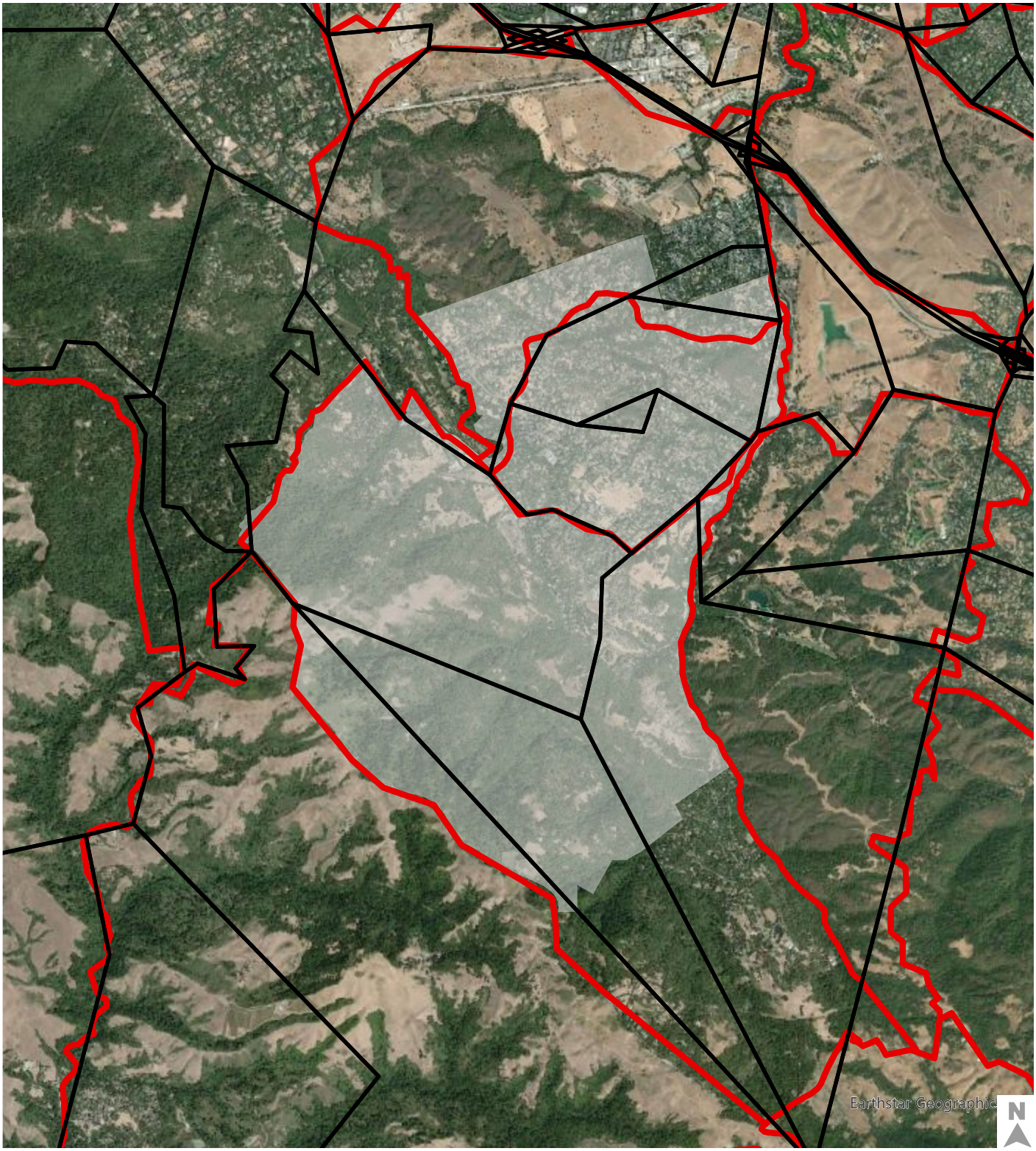
Boundary VMT

Jurisdiction[1]	Baseline (Existing) Conditions 2015			Cumulative Conditions 2040			Percent Change[2]
	Boundary VMT	Service Population	Boundary VMT per Service Population	Boundary VMT	Service Population	Boundary VMT per Service Population	
Portola Valley	36,610	5,970	6.1	47,530	6,560	7.2	29.8%
San Mateo County	18,053,040	1,134,030	15.9	23,619,710	1,407,320	16.8	30.8%
Bay Area Region	154,598,560	11,272,480	13.7	199,295,450	14,379,630	13.9	28.9%

Notes: Population and VMT values rounded to nearest 10.

1. Boundary VMT for local streets (including centroid connectors) and freeways within each jurisdiction.
2. Percent change is between 2015 and 2040 boundary VMT values and is rounded to the nearest tenth of a percent.

Source: Fehr & Peers, 2021.



Portola Valley C/CAG-VTA Travel Forecasting Model Transportation Analysis Zones (TAZs)
Model Roadway Network
Town of Portola Valley Boundary

Attachment B

C/CAG-VTA Travel Model Roadway Network and Transportation Analysis Zones in Portola Valley

APPENDIX Q-2

C/CAG TRAVEL MODEL LAND USE AND POPULATION INPUTS

Table 1. C/CAG Travel Model (Year 2040) -- Town of Portola Valley Land Use and Population Summary (As Received from VTA July 23, 2020)	
	Year 2040
Total Households	**1,939**
Total Population	**4,932**
Employed Residents	2,988
# of Occupied Single Family Dwelling Units	1,771
# of Occupied Multi Family Dwelling Units	168
Total Employment	**1,628**
Retail Employment	103
Service Employment	700
Other Employment	614
Agricultural Employment	164
Manufacturing Employment	25
Wholesale Employment	23

Note: As received C/CAG travel model, dated July 23, 2020. As received C/CAG travel model labels the following as Portola Valley TAZs: 1620, 1998.

Table 2. C/CAG Travel Model (Year 2040) -- Town of Portola Valley Land Use and Population Inputs (As Received from VTA July 23, 2020)												
TAZ	Total Households	Total Population	Employed Residents	# of Occupied Single Family Dwelling Units	# of Occupied Multi Family Dwelling Units	Total Employment	Retail Employment	Service Employment	Other Employment	Agricultural Employment	Manufacturing Employment	Wholesale Employment
Townwide Total	**1939**	**4932**	**2988**	**1771**	**168**	**1628**	**103**	**700**	**614**	**164**	**25**	**23**
1620	692	1887	1049	632	60	784	41	251	399	84	10	0
1998	1247	3045	1939	1139	108	844	62	449	215	80	15	23

Note: As received C/CAG travel model, dated July 23, 2020. As received C/CAG travel model labels the following as Portola Valley TAZs: 1620, 1998.

Table 3. C/CAG Travel Model -- Town of Portola Valley Land Use and Population Summary (Town of Portola Valley Housing Element Update)		
	Cumulative (2040) Conditions (Baseline Conditions)	Cumulative (2040) with Project Conditions
Total Households	**2,139**	**2,445**
Total Population	**5,043**	**5,725**
Employed Residents	2,842	3,230
# of Occupied Single Family Dwelling Units	1,971	1,983
# of Occupied Multi Family Dwelling Units	168	462
Total Employment	**1,628**	**1,628**
Retail Employment	103	103
Service Employment	700	700
Other Employment	614	614
Agricultural Employment	164	164
Manufacturing Employment	25	25
Wholesale Employment	23	23

Source: Fehr & Peers, 2022.

Table 4. C/CAG Travel Model (Cumulative (2040) Conditions (Baseline Conditions)) -- Town of Portola Valley Land Use and Population Inputs (Town of Portola Valley Housing Element Update)												
TAZ	**Total Households**	**Total Population**	**Employed Residents**	**# of Occupied Single Family Dwelling Units**	**# of Occupied Multi Family Dwelling Units**	**Total Employment**	**Retail Employment**	**Service Employment**	**Other Employment**	**Agricultural Employment**	**Manufacturing Employment**	**Wholesale Employment**
Townwide Total	**2139**	**5043**	**2842**	**1971**	**168**	**1628**	**103**	**700**	**614**	**164**	**25**	**23**
1620	892	1966	1107	832	60	784	41	251	399	84	10	0
1998	1247	3077	1735	1139	108	844	62	449	215	80	15	23

Source: Fehr & Peers, 2022.

Note: The Town of Portola Valley sphere of influence partially extends into TAZ 1666 to the north. Fehr & Peers performed a roof count of households in this area and moved these estimated 200 single family dwelling units to Portola Valley TAZ 1620. The household population for these 200 additional units was estimated using the overall ratio of households to household population for TAZ 1666.

Table 5. C/CAG Travel Model (Cumulative (2040) with Project Conditions) -- Town of Portola Valley Land Use and Population Inputs (Town of Portola Valley Housing Element Update)												
TAZ	Total Households	Total Population	Employed Residents	# of Occupied Single Family Dwelling Units	# of Occupied Multi Family Dwelling Units	Total Employment	Retail Employment	Service Employment	Other Employment	Agricultural Employment	Manufacturing Employment	Wholesale Employment
Townwide Total	**2445**	**5725**	**3230**	**1983**	**462**	**1628**	**103**	**700**	**614**	**164**	**25**	**23**
1620	1143	2514	1418	844	299	784	41	251	399	84	10	0
1998	1302	3211	1812	1139	163	844	62	449	215	80	15	23

Source: Fehr & Peers, 2022.

APPENDIX Q-3

PORTOLA VALLEY HOUSING ELEMENT EVACUATION TIME ESTIMATES MEMO (OCTOBER 19, 2022)

FEHR PEERS

Memorandum

Date: October 19, 2022

To: Jeremy Dennis, Town of Portola Valley

From: Bob Grandy and Natalie Daugherty

Subject: Portola Valley Housing Element-Evacuation Time Estimates

SF21-1185

The purpose of this memorandum is to document Evacuation Time Estimates (ETE's) that reflect the additional evacuation trips generated by approximately 300 additional residential units, that have been identified in the Housing Element Update, when compared to the ETE forecasts developed for the *Portola Valley Wildfire Traffic Evacuation Capacity Study*.

The evacuation time estimates are prepared for the following three scenarios that were also evaluated in the aforementioned capacity study.

- Scenario 1 – All Evacuation Routes Open
- Scenario 2 – North Evacuation Routes Open (i.e., Portola Road-Woodside Road, Sand Hill Road, Whisky Hill Road)
- Scenario 3 – South Evacuation Routes Open (i.e., Alpine Road, Arastradero Road)

Summary of Results

This study provides evacuation time estimate (ETE) ranges and average evacuation times for three population groups (residents, employees, and equestrian trailers) for the three study scenarios based on a 6:00 am evacuation notice. The evacuation time estimate ranges are provided for two evacuation level scenarios (90 and 100 percent) and two road network capacity scenarios (normal roadway capacity and 40% reduced roadway capacity). **Table 1** provides a summary of the ETE ranges for residents.

The following is a summary of the effect of the approximately 300 additional residential units identified in the Housing Element Update on Evacuation Time Estimates identified in the *Wildfire Traffic Evacuation Capacity Study*.

The new residential households at the Housing Element Update sites are forecast to generate a total of 401 additional vehicle trips during a full town-wide evacuation. Existing households in Portola Valley and surrounding unincorporated areas are forecast to generate a total of about 4,760 evacuation trips: 3,160 trips from Portola Valley households and 1,600 from surrounding unincorporated households[1].

- For Scenario 1 (all routes open), the change in ETE's due to added housing element trips is less than the 15-minute study intervals and thus does not change the previous ETE ranges. This is true for other scenarios with the exception of those listed below.
- For both Scenarios 2 and 3, the added housing element trips result in an increase of ETE's for the reduced capacity condition of one 15-minute interval for both the 90 and 100 percent evacuation levels.
- For Scenario 2 (north routes open), the added housing element trips result in an ETE increase for the baseline (100%) road capacity condition of one 15-minute interval for the 90 percent evacuation level.

Table 1: Evacuation Time Estimate Ranges for Residents

EVACUATION LEVEL	SCENARIO 1 (ALL EVACUATION ROUTES OPEN)	SCENARIO 2 (NORTH EVACUATION ROUTES OPEN)	SCENARIO 3 (SOUTH EVACUATION ROUTES OPEN)
90% OF RESIDENTS EVACUATED WITHIN:			
Wildfire Traffic Evacuation Capacity Study	1 hr, 15 min – 1 hr, 30 min	2 hr, 45 min – 3 hr, 45 min	2 hr – 2 hr, 45 min
with New Housing Element Units	1 hr, 15 mins – 1hr, 30 mins	3 hr – 4 hr	2 hr – 3 hr
100% OF RESIDENTS EVACUATED WITHIN:			
Wildfire Traffic Evacuation Capacity Study	3 hr, 15 min	3 hr, 30 min – 4 hr, 45 min	3 hr, 15 min – 3 hr, 30 min
with New Housing Element Units	3 hr, 15 mins	3 hr, 30 mins – 5 hr	3 hr, 15 mins – 3 hr, 45 mins

Notes:
6:00 am evacuation notice.
First time in range is ETE for baseline road capacity scenario.
Second time in range is ETE for 40% below baseline road capacity scenario.

Source: Fehr & Peers, 2022.

[1] *Portola Valley Wildfire Traffic Evacuation Capacity Study,* July 2022, Fehr & Peers.

Purpose of Wildfire Traffic Evacuation Capacity Study

The intent of this study is not to estimate disaster behavior nor is it to evaluate every disaster that is possible in the Town; rather it is to help the Town understand the amount of time potentially needed under "stress test" scenarios for a wildfire evacuation, understand the most vulnerable areas where evacuations would occur (e.g. those with the least amount of redundant access and those areas furthest from evacuation gateways), and look for strategies to improve emergency egress during these events.

Housing Element Update Inventory

The Portola Valley Housing Element Update has identified the capacity to accommodate 293 additional housing units. This includes a total of 39 single family units, 162 multi-family units, and 92 accessory dwelling units (ADU's). The single-family units are located in the Stanford Wedge site and the opt-in-rezoning program sites. The multi-family units are located in the Stanford Wedge, Willow Commons, Dorothy Ford Field, 4394 Alpine Road, Glen Oaks Housing, 4370 Alpine Road, Sequoias Affiliated Housing, Christ Church Affiliated Housing, and Ladera Church Affiliated Housing sites.

This includes a total of 88 units affordable to very low-income households, 51 units affordable to low-income households, 47 units affordable to moderate income households, and 107 units affordable to above moderate-income households.

Evacuation Trips for Housing Element Sites

The number of evacuation trips generated by new residential households at the Housing Element sites varies by housing type based on the relative home size, household income, household population, and number of vehicles. A summary of the evacuation trip generation methodology for the single-family, multi-family, and ADU housing is provided below.

New single-family homes are forecast to have similar characteristics to existing homes in Portola Valley. The number of evacuation trips for single-family homes is informed by the most recent available data from the US Census Bureau and the California Department of Finance. The household census data is used to estimate evacuation vehicle trips based on the number of households, persons per household, auto-ownership information, population, and other factors that could affect the number of vehicles per household used during an evacuation event.

For the multi-family households, there are few comparable complexes in Portola Valley that would have similar affordability levels as the planned projects in the Housing Element Update. About 50 percent of the new units would be for very low-income or low-income households. To identify household characteristics for areas with similar household size and vehicle ownership levels, a review of land use data in the San Mateo C/CAG travel demand model was conducted. This review

indicated that several areas in the City of Palo Alto currently have characteristics similar to the planned multi-family households. Census data was extracted for two Palo Alto census tracts and relevant demographic data used to inform the number of evacuation trips.

For new ADU housing, current Town of Portola Valley standards were considered. This includes requirements that a parcel must be at least one acre in size, have a main house on it, and be located in a residential zoning district to have an external/attached ADU. ADU housing may range in size from 1,000 to 1,500 square feet depending on parcel size. One parking space is required.

The new residential households at the Housing Element Update sites described above are forecast to generate a total of 401 additional vehicle trips during a full town-wide evacuation. For reference as described in the *Portola Valley Wildfire Traffic Evacuation Capacity Study*, existing households in Portola Valley and surrounding unincorporated areas are forecast to generate a total of about 4,760 evacuation trips including about 3,160 trips from Portola Valley households and 1,600 from surrounding unincorporated households.

Evacuation Scenario Analysis for Housing Element Update

The results of the macroscopic trip assignment by time interval, using PTV Visum, are shown in the following pages for the three evacuation scenarios.

Evacuation time estimates (ETE's) are provided for each scenario for two network capacity levels and two evacuation levels as summarized below.

<u>Evacuation Capacity Levels</u>

- Baseline road capacity
- 40 percent below baseline road capacity

<u>Evacuation Levels</u>

- 90 percent of population evacuated
- 100 percent of population evacuated

For the purpose of the evacuation time assessment, population groups are considered to be evacuated when they have either accessed gateways to the north or south on I-280 or traveled east of I-280. The evacuation time estimate ranges provided are thus when 90 or 100 percent of all evacuees in each population group would clear the evacuation area and routes. The evacuation times include time spent traveling on major evacuation routes such as Alpine Road, Portola Road, and Westridge Road, as well as the time vehicles would wait while in queues on local connecting streets to access the evacuation routes.

Average evacuation times are also provided for residents, based on the start time of the resident evacuation trip by 15-minute interval, for each scenario. The average evacuation times shown in the tables and histograms are average times of evacuees from all zones. Residents living closer to I-280 would experience shorter evacuation times and residents living farther from I-280 would experience longer evacuation times.

The evacuation time estimates are based on existing lane configurations in place throughout the evacuation and no change to provide contraflow lane operations. The evacuation assessment is based on no major traffic incidents that would impede egress in the study area.

Scenario 1

Table 2 shows a range of evacuation travel times by population group for Scenario 1 where all routes are open. With reduced capacity levels, 90 percent of employees would be evacuated within one hour, 90 percent of residents within one hour and 30 minutes, and 90 percent of equestrian trailers within two hours and 30 minutes. Full evacuation times with reduced capacity levels are about one hour and 30 minutes to one hour and 45 minutes longer for each group, in part because the evacuation start times for the last five percent of evacuees in these population groups significantly lag the assumed start times of most others.

Table 2: Scenario 1 Evacuation Time Estimates – with Housing Element Units

POPULATION GROUP	90% EVACUATED WITHIN	100% EVACUATED WITHIN
Residents	1 hr, 15 mins – 1 hr, 30 mins [1 hr, 15 min – 1 hr, 30 min]	3 hr, 15 mins [3 hr, 15 min]
Employees	45 mins – 1 hr [45 min – 1 hr]	1 hr, 45 mins – 2 hr, 30 mins [1 hr, 45 min – 2 hr, 30 min]
Equestrian Trailers	2 hr, 30 mins [2 hr, 30 min]	4 hr, 15 mins [4 hr, 15 min]

Notes:
The above travel times are the estimated duration of time starting with a 6:00 am evacuation notice, after which 90 and 100 percent of the three population groups are evacuated.
First time in range is ETE for baseline road capacity scenario.
Second time in range is ETE for 40% below baseline road capacity scenario.
The ETE values shown in [brackets] on the 2nd row of each population group above are from the Portola Valley Wildfire Traffic Evacuation Capacity Study.

Source: Fehr & Peers, 2022.

To provide additional detail on the evacuation characteristics for Scenario 1, the average evacuation travel times for residents was extracted from the model by 15-minute time interval. The average evacuation travel times are identified for the baseline road capacity and reduced road capacity levels. It should be noted that these are the average of all evacuation times and that

residents located closer to I-280 would experience lower travel times while residents located farther away would experience higher travel times.

Table 3 shows the average evacuation travel times for Scenario 1. Average evacuation times under reduced road capacity levels range from about 30 to 45 minutes for resident trips that start in the 6:30 to 8:00 am window when travel times are at their greatest for Scenario 1. The added trips generated by the housing element units are estimated to increase average evacuation travel times under reduced capacity levels by two to five minutes for trips that start in the 6:30 to 8:00 am window.

Table 3: Scenario 1: Average Resident Evacuation Travel Time (Minutes) by Time Interval – with Housing Element Units

TIME INTERVAL RESIDENT TRIP STARTED	AVERAGE EVACUATION TIME [BASELINE ROAD CAPACITY]	AVERAGE EVACUATION TIME [40 PERCENT BELOW BASELINE ROAD CAPACITY]
6:00-6:14	10.3 [10.3]	10.8 [11.0]
6:15-6:29	21.2 [19.4]	31.1 [28.8]
6:30-6:44	25.6 [22.7]	43.5 [39.8]
6:45-6:59	22.5 [19.8]	42.1 [38.5]
7:00-7:14	17.6 [15.5]	37.0 [34.7]
7:15-7:29	15.2 [14.1]	37.5 [36.2]
7:30-7:44	12.7 [11.2]	42.4 [43.3]
7:45-7:59	9.2 [9.5]	29.9 [27.2]
8:00-8:14	8.7 [9.2]	23.5 [21.1]
8:15-8:29	8.9 [8.8]	17.7 [15.3]
8:30-8:44	7.3 [7.3]	14.5 [10.3]
8:45-8:59	7.3 [7.3]	8.3 [7.7]

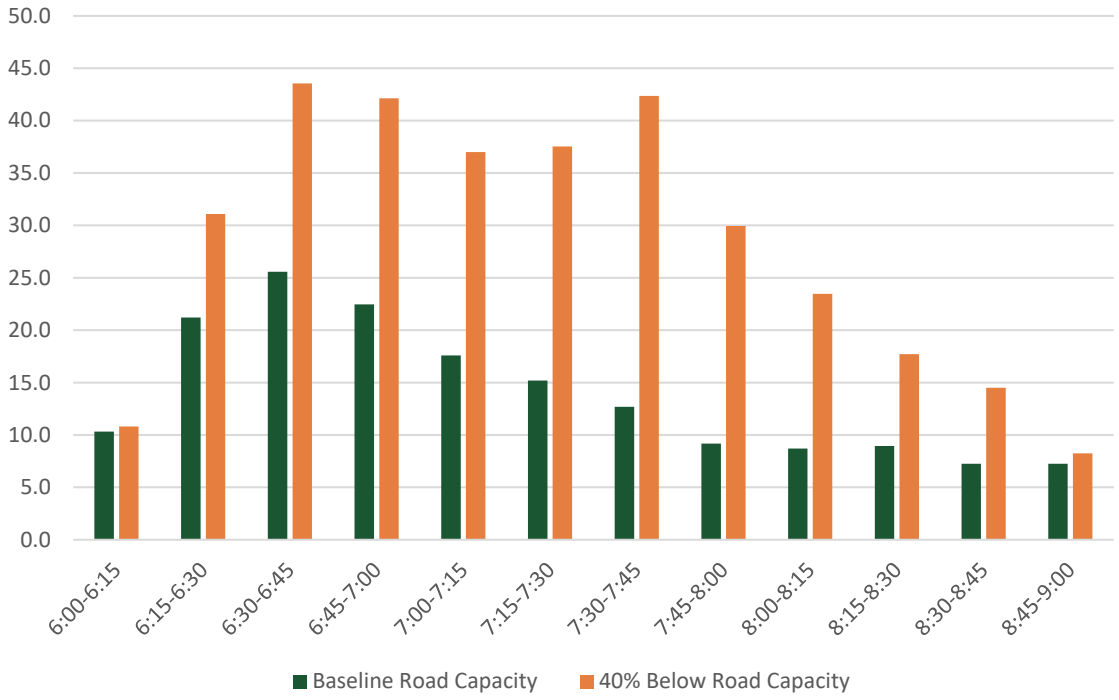
Notes:
6:00 am evacuation notice.
The average evacuation time values shown in [brackets] to the right above are from the Portola Valley Wildfire Traffic Evacuation Capacity Study.

Source: Fehr & Peers, 2022.

The average evacuation travel times by time interval for Scenario 1 – with added trips generated by new Housing Element units - are illustrated in the histogram on Figure 1 below. As noted, the

evacuation travel times shown in Table 3 and Figure 1 are averages of evacuation travel times from zones throughout the study area. Residents living closer to I-280 would experience shorter evacuation times and residents living farther from I-280 would experience longer evacuation times.

Figure 1: Scenario 1 with New Housing Units (All Routes Open)
Average Evacuation Travel Time (Minutes)



Scenario 2

Table 4 shows a range of evacuation travel times by population group for Scenario 2 where only the north routes are open. With reduced capacity levels, 90 percent of employees would be evacuated within two hours and 15 minutes, 90 percent of residents within four hours, and 90 percent of equestrian trailers within three hours and 45 minutes. Full evacuation times with reduced capacity levels are about one hour to two hours and 45 minutes longer for each group, in part because the evacuation start times for the last five percent of evacuees in these population groups significantly lag the assumed start times of most others.

Table 4: Scenario 2 Evacuation Time Estimates – with Housing Element Units

POPULATION GROUP	90% EVACUATED WITHIN	100% EVACUATED WITHIN
Residents	3 hr – 4 hr [2 hr, 45 min – 3 hr, 45 min]	3 hr, 30 mins – 5 hr [3 hr, 30 min – 4 hr, 45 min]
Employees	1 hr, 30 mins – 2 hr, 15 mins [1 hr, 30 min – 2 hr]	3 hr, 30 mins – 5 hr [3 hr, 30 min – 4 hr, 30 min]
Equestrian Trailers	3 hr – 3 hr, 45 mins [3 hr – 3 hr, 30 min]	4 hr, 15 mins – 5 hr [4 hr, 15 min – 4 hr, 45 min]

Notes:
The above travel times are the estimated duration of time starting with a 6:00 am evacuation notice, after which 90 and 100 percent of the three population groups are evacuated.
First time in range is ETE for baseline road capacity scenario.
Second time in range is ETE for 40% below baseline road capacity scenario.
The ETE values shown in [brackets] on the 2nd row of each population group above are from the Portola Valley Wildfire Traffic Evacuation Capacity Study.

Source: Fehr & Peers, 2022.

To provide additional detail on the evacuation characteristics for Scenario 2, the average evacuation travel times for residents was extracted from the model by 15-minute time interval. The average evacuation travel times are identified for the baseline road capacity and reduced road capacity levels. It should be noted that these are the average of all evacuation travel times and that residents located closer to I-280 would experience lower travel times while residents located farther away would experience higher travel times.

Table 5 shows the average evacuation travel times for Scenario 2. Average evacuation travel times under reduced road capacity levels range from about 115 to 175 minutes for resident trips that start in the 6:30 to 8:00 am window when travel times are at their greatest for Scenario 2. The added trips generated by the housing element units are estimated to increase average evacuation travel times under reduced capacity levels by 10 to 40 minutes in the 6:30 to 8:00 am window, with the higher increases in average evacuation travel times occurring for those who begin their trip after 7:30 am.

Table 5: Scenario 2: Average Resident Evacuation Travel Time (Minutes) by Time Interval – with Housing Element Units

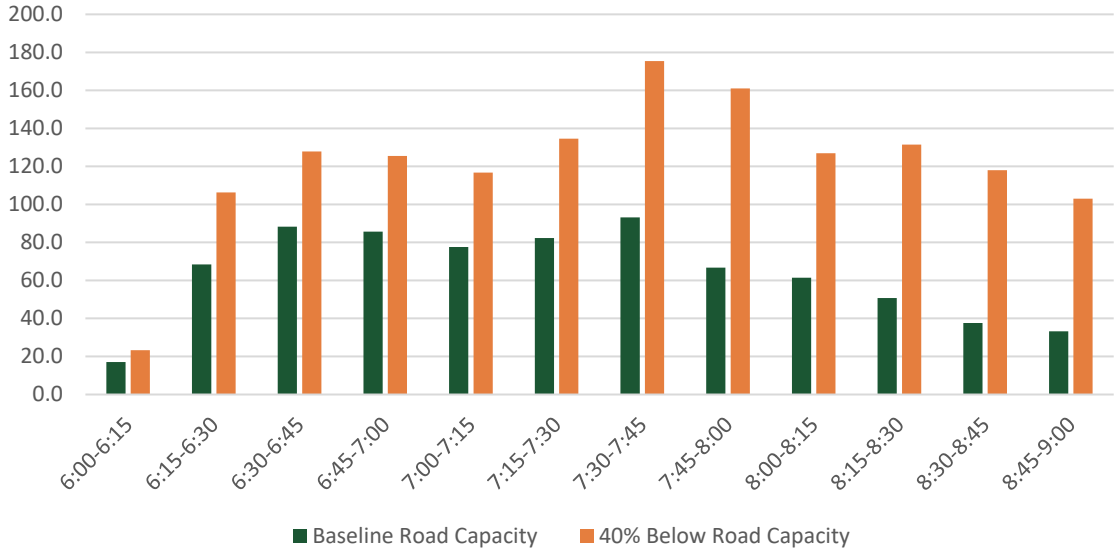
TIME INTERVAL RESIDENT TRIP STARTED	AVERAGE EVACUATION TIME [BASELINE ROAD CAPACITY]	AVERAGE EVACUATION TIME [40 PERCENT BELOW BASELINE ROAD CAPACITY]
6:00-6:14	17.1 [17.1]	23.3 [23.0]
6:15-6:29	68.4 [61.9]	106.3 [98.9]
6:30-6:44	88.2 [78.6]	127.9 [116.7]
6:45-6:59	85.6 [76.0]	125.5 [114.6]
7:00-7:14	77.6 [66.7]	116.8 [104.2]
7:15-7:29	82.3 [72.4]	134.6 [121.5]
7:30-7:44	93.2 [67.2]	175.4 [134.3]
7:45-7:59	66.8 [54.6]	161.0 [121.4]
8:00-8:14	61.4 [42.6]	126.9 [96.1]
8:15-8:29	50.8 [33.9]	131.4 [96.3]
8:30-8:44	37.6 [34.3]	118.0 [102.3]
8:45-8:59	33.2 [29.3]	103.0 [87.3]

Notes:
6:00 am evacuation notice.
The average evacuation time values shown in [brackets] to the right above are from the Portola Valley Wildfire Traffic Evacuation Capacity Study.

Source: Fehr & Peers, 2022.

The average evacuation travel times by time interval for Scenario 2 – with added trips generated by new Housing Element units - are illustrated in the histogram on Figure 2 below. As noted, the evacuation travel times shown in Table 5 and Figure 2 are averages of evacuation travel times from zones throughout the study area. Residents living closer to I-280 would experience shorter evacuation times and residents living farther from I-280 would experience longer evacuation travel times.

Figure 2: Scenario 2 with New Housing Units (North Routes Only)
Average Evacuation Travel Time (Minutes)



Scenario 3

Table 6 shows a range of evacuation travel times by population group for Scenario 3 where only the south routes are open. With reduced capacity levels, 90 percent of employees would be evacuated within two hours, 90 percent of residents within three hours, and 90 percent of equestrian trailers within three hours. Full evacuation travel times with reduced capacity levels are at 45 minutes to one hour and 45 minutes longer for each group, in part because the evacuation start times for the last five percent of evacuees in these population groups significantly lag the assumed start times of most others.

Table 6: Scenario 3 Evacuation Time Estimates – with Housing Element Units

POPULATION GROUP	90% EVACUATED WITHIN	100% EVACUATED WITHIN
Residents	2 hr – 3 hr [2 hr – 2 hr, 45 min]	3 hr, 15 mins – 3 hr, 45 mins [3 hr, 15 min – 3 hr, 30 min]
Employees	1 hr, 15 mins – 2 hr [1 hr, 15 min – 1 hr, 45 min]	2 hr, 45 mins – 3 hr, 45 mins [2 hr, 45 min – 3 hr, 30 min]
Equestrian Trailers	2 hr, 30 mins – 3 hr [2 hr, 30 min - 3 hr]	4 hr, 15 mins [2 hr, 45 min – 3 hr, 30 min]

Notes:
The above times are the estimated duration of travel time starting with a 6:00 am evacuation notice, after which 90 and 100 percent of the three population groups are evacuated.
First time in range is ETE for baseline road capacity scenario.
Second time in range is ETE for 40% below baseline road capacity scenario.
The ETE values shown in [brackets] on the 2nd row of each population group above are from the Portola Valley Wildfire Traffic Evacuation Capacity Study.

Source: Fehr & Peers, 2022.

To provide additional detail on the evacuation characteristics for Scenario 3, the average evacuation travel times for residents was extracted from the model by 15-minute time interval. The average evacuation travel times are identified for the baseline road capacity and reduced road capacity levels. It should be noted that these are the average of all evacuation times and that residents located closer to I-280 would experience lower travel times while residents located farther away would experience higher travel times.

Table 7 shows the average evacuation travel times for Scenario 3. Average evacuation travel times under reduced road capacity levels range from about 75 to 90 minutes for resident trips that start in the 6:30 to 8:00 am window when travel times are at their greatest for Scenario 3. The added trips generated by the housing element units are estimated to increase average evacuation travel times under reduced capacity levels by five to ten minutes in the 6:30 to 8:00 am window.

Table 7: Scenario 3: Average Resident Evacuation Travel Time (Minutes) by Time Interval – with Housing Element Uses

TIME INTERVAL RESIDENT TRIP STARTED	AVERAGE EVACUATION TIME [BASELINE ROAD CAPACITY]	AVERAGE EVACUATION TIME [40 PERCENT BELOW BASELINE ROAD CAPACITY]
6:00-6:14	12.8 [12.3]	14.9 [14.7]
6:15-6:29	43.1 [42.3]	68.1 [59.7]
6:30-6:44	59.8 [59.8]	94.9 [84.0]
6:45-6:59	56.9 [60.1]	91.1 [81.9]
7:00-7:14	48.5 [51.2]	82.3 [72.4]
7:15-7:29	41.7 [44.1]	78.0 [70.7]
7:30-7:44	33.6 [43.0]	83.9 [79.3]
7:45-7:59	22.5 [28.8]	68.7 [60.5]
8:00-8:14	17.1 [18.5]	56.9 [51.8]
8:15-8:29	12.7 [14.2]	44.4 [35.3]
8:30-8:44	7.7 [9.0]	11.3 [9.0]
8:45-8:59	8.3 [7.3]	8.0 [8.3]

Notes:
6:00 am evacuation notice.
The average evacuation time values shown in [brackets] to the right above are from the Portola Valley Wildfire Traffic Evacuation Capacity Study.

Source: Fehr & Peers, 2022.

The average evacuation travel times by time interval for Scenario 3 – with added trips generated by new Housing Element units - are illustrated in the histogram on Figure 3 below. As noted, the evacuation travel times shown in Table 7 and Figure 3 are averages of evacuation travel times from zones throughout the study area. Residents living closer to I-280 would experience shorter evacuation times and residents living farther from I-280 would experience longer evacuation travel times.

Figure 3: Scenario 3 with New Housing Units (South Routes Only)
Average Evacuation Travel Time (Minutes)