



SPECIAL MEETING MINUTES

Date: 10/25/2018
Time: 6:00 p.m.
City Hall– “Downtown” Conference Room
701 Laurel St., Menlo Park, CA 94025

Councilmember Catherine Carlton participated by phone from:
ITC Gardenia
No. 1 Residency Road,
Bengaluru - 560 025,
Karnataka, India

A. Chair Combs called the meeting to order at 6:22 p.m.

B. Roll Call

Present: Chair Combs, Vice Chair Cole, Judas, Martineau, K. LeMieux, T. LeMieux, Ordonez, Nash, Sammut Johnson, Catherine Carlton (arrived 45 minutes late)

Absent: Marshall, Shepherd

Staff: Sustainability Manager Rebecca Lucky, City Arborist Christian Bonner, Principal Planner Thomas Rogers, Project Contractor Candise Almendral, Project Contractor Darya Barar, Project Contractor Deanne Ecklund, Project Facilitator Anne Bers, Project Facilitator Debbie Schechter

C. Public Comment

None.

D. Regular Business

ACTION: Motion and second (Nash/Judas) to amend agenda to add break at 7:30 p.m., passed (9-0-3; Carlton, Marshall, and Shepherd absent).

D1. Community Building

Project Facilitator Debbie Schechter introduced this item.

D2. Approve the October 3, 2018, Heritage Tree Task Force Special Meeting minutes (Attachment)

Chair Combs introduced this item.

ACTION: Motion and second (Judas/Nash) to approve meeting minutes, passed (7-0-2-3; Chair Combs, Martineau abstained; Carlton, Marshall, and Shepherd absent).

D3. Approve the addition of two or more meetings between December 3, 2018 and December 14, 2018

Project contractor Candise Almendral introduced this item.

ACTION: Motion and second (Nash/Judas) to add one meeting on December 6, 2018, passed (9-0-3; Carlton, Marshall, and Shepherd absent).

Task Force member Carlton joins by telephone at 6:45 p.m.

- D4. Review and discuss decision making criteria for a heritage tree removal permit related to development and/or property type and select best practices or ideas for further evaluation (Staff Report #18-007-HT)

Sustainability Manager Rebecca Lucky introduced this item.

ACTION: Motion and second (K. LeMieux/Judas) to explore the introduction of education about the City's Heritage Tree ordinance at the front end of the development planning process, passed (9-0-1-2; Johnson abstained; Marshall and Shepherd absent).

ACTION: Motion and second (Nash/Carlton) to explore the assessment of site canopy as an evaluation for heritage tree removal in the context of development, passed (10-0-2; Marshall and Shepherd absent).

ACTION: Motion and second (Nash/K. LeMieux) to explore the potential impact to canopy as part of the evaluation for heritage tree removal for non-development projects, passed (8-0-2-2; Cole and Johnson abstained; Marshall and Shepherd absent).

ACTION: Motion and second (K. LeMieux/Carlton) to explore alternate decision making criteria related to development such as building envelope, passed (6-4-2; Cole, Martineau, Nash, and Ordonez opposed; Marshall and Shepherd absent).

Chair Combs adjourned for break at 8:20 p.m.

Chair Combs reconvened at 8:30 p.m.

- D5. Review and discuss the appeal regulations in the Heritage Tree Ordinance and select best practices or ideas for further evaluation (Staff Report #18-008-HT)

Sustainability Manager Rebecca Lucky introduced this item.

This item will be continued to the November 14, 2018, Heritage Tree Task Force meeting.

E. Adjournment

Chair Combs adjourned the meeting at 9:15 p.m.

Candise Almendral, Project Contractor