

Town Center Master Plan

MISSION STATEMENT

Completed in 2008, the Portola Valley Town Center was designed to reflect the deep rooted Town values of open space preservation and sustainable building design. The Town Center campus serves as a community gathering place that includes a library, Town Hall, Historic Schoolhouse, Community Hall, classrooms, Maintenance Facility, open space, and parks and recreation facilities. It is also equipped to serve as an emergency operations center. Since its construction, the use of the facilities has exceeded expectations. The master planning process will address current issues and future opportunities.

The Master Plan is a long range vision for development of the Town Center campus. It identifies Town Center services and utilization, site opportunities and constraints, and sustainable design goals. The strategic plan will incorporate public input and establish a framework for development that anticipates the changing needs of the community over the next 25 years. The plan will set forth development priorities, where individual projects will be implemented through capital improvement budgeting and fundraising efforts. The plan also establishes goals and strategies to help guide future decision making on projects that would strengthen our community fabric and enhance our environmental and historic heritage.

Town Center Master Plan Update Committee Charter

OBJECTIVES

To understand the current status and utilization of the Portola Valley Town Center. Identify potential opportunities to improve community engagement and anticipate the developing needs, both by users and to benefit our environment, in the next 25 years. Create a plan to adapt and improve the Town Center so that it can meet these developing needs and reflect the values of the Town.

DUTIES AND FUNCTIONS

1. Analyze current usage of Town Center facilities by reviewing activities, programming and facilities usage since Town Center opening.
2. Work with the Town staff, key Town committee members, Town Center users, other interested parties and the Town's residents, to identify unmet needs and assess the feasibility and desirability of the recommended changes over a 25 year time horizon.
3. Get input from a variety of stakeholders.
4. Convene Town committee and commission representatives to prioritize needs and desires.
5. Work with consultants to develop information on cost and feasibility.
6. Get input from Town Council for key decision points.
7. Create alternatives for public reaction.
8. Develop a phased plan for proposed projects, including estimates on costs and ideas for funding sources.
9. Present findings to Town Council.

RESPONSIBLE TO

Town Council

MEMBERSHIP

Chaired by former mayor Ted Driscoll, the ten-member committee shall include two council members, and one member each from the Planning Commission, ASCC, Parks & Recreation, Conservation, Trails and Emergency Preparedness Committees.

- Chair: Ted Driscoll
- Town Council: Craig Hughes and Ann Wengert
- Planning Commission: Alex Von Feldt (*Alt. Judith Hasko*)
- ASCC: Megan Koch (*Alt. Danna Breen*)
- Conservation: Judy Murphy
- Emergency Preparedness: Craig Taylor (*Alt. Dale Pfau*)
- Parks and Recreation: Lindsay Bowen (*Alt. Sally Ann Reiss*)

- Trails: Susan Gold (*Alt. Joyce Shefren*)

STAFF SUPPORT

Planning Director and Public Works Director

MEETINGS

The Committee will meet as deemed necessary. Meetings are open to the public. Joint meetings will be held with key Town committees and stakeholder groups in the early stages as the committee defines the scope and priorities. Study sessions will be held over the next 6-9 months for public outreach and to solicit comments from the general public.