

Environmental Quality Commission



REGULAR MEETING MINUTES

Date: 1/25/2017
Time: 6:30 p.m.
City Hall/Administration Building
701 Laurel St., Menlo Park, CA 94025

A. Chair Martin called the meeting to order at 6:35 p.m.

B. Roll Call

Present: Allan Bedwell (arrived 6:45 p.m.) Chris DeCardy, Vice Chair Janelle London, Scott Marshall, Chair Deb Martin
Absent: Smolke
Staff: Clay Curtin, Assistant to the City Manager/Interim Sustainability Manager
Vanessa Marcadejas, Senior Sustainability Specialist

C. Public Comment

No one from the audience provided public comment.

D. Regular Business

D1. Announcement of Sustainability Division management transition to Clay Curtin

D2. Make a determination on an appeal for one coast redwood tree at 318 Pope St.

Commissioner Bedwell joined the meeting at 6:45 p.m.

City Arborist Christian Bonner provided a brief overview of his evaluation of the tree and his reasons for denying the removal permit.

Appellant Isabelle Cole stated her original intent to keep the tree but that now she seeks to have it removed due to her arborist's report stating the tree's risk of failure is moderate to severe.

The appellant's arborist, Kevin Kielty, stated that the redwood tree poses a hazard due to its poor form and that he does not recommend cabling as a mitigation measure.

Public comment on the item:

- Horace Nash stated opposition to the tree removal and urged mitigation measures instead.
- Betsy Nash stated opposition to the tree removal because of its value to the environment and surrounding wildlife.
- Katie Hadrovk stated opposition to the tree removal because of her family's enjoyment of the tree and stated that they have not experienced any related issues due to the tree.

- Joseph Ashton stated opposition to the tree removal because he feels it enhances the neighborhood.
- Sally Cole stated opposition to the tree removal because the City's arborist report found the tree to be in good condition.

ACTION: Motion and second (DeCardy/Bedwell) to deny the appeal based on the heritage tree criteria as stated in the arborist report, passes (6-0-1, Absent: Smolke)

D3. Information presentation on PG&E's proposal to remove trees for gas line safety

ACTION: No formal action was taken on this item. PG&E representatives Bill Chiang and Darin Cline provided a presentation to the commission. The commissioners expressed interest in having PG&E provide another update at a future commission meeting.

D4. Discuss and approve moving the Environmental Quality Commission meeting date to the third Wednesday of every month

ACTION: Motion and second (Martin/London) to approve moving the Environmental Quality Commission meeting date to the third Wednesday of every month passes (6-0-1, Absent: Smolke)

D5. Approve November 30, 2016, Environmental Quality Commission meeting minutes

ACTION: Motion and second (DeCardy/Bedwell) to approve the Nov. 30, 2016, meeting minutes passes (6-0-1, Absent: Smolke)

Commissioner DeCardy left the meeting at 9:25 p.m.

E. Reports and Announcements

E1. Informational update on the proposed scope of work for the Jack Lyle Park restroom project

Vanessa Marcadejas provided a project update.

E2. Informational update on commissioner attendance report and City Clerk updates to the city commission policy

Clay Curtin and Vanessa Marcadejas provided the commission with an update on the commissioner attendance report for 2016. Staff acknowledged that there was an error in the 2016 attendance report and stated that the City Clerk would conduct an audit before providing her next update to the City Council.

E3. Staff update on the request for proposal for the heritage tree ordinance update, California Public Utilities Commission energy data ruling, Bedwell Bayfront Park master plan and zoning

Commissioner Bedwell recused himself from the meeting for this item at 10:02 p.m.

Vanessa Marcadejas and Clay Curtin provided updates to the commission.

Commissioner Bedwell rejoined the meeting at 10:11 p.m.

E4. Update on commissioner volunteer work

Commissioner London spoke about the Green Ninja program, a school-age educational initiative to inspire interest in the science and solutions associated with our changing climate. Recent self-reported data show that children reported a 10 percent reduction in home energy use after participating in Green Ninja.

E5. Future agenda items

- Arbor Day tree planting event coordination
- Informational presentation on the community zero waste plan and rate study update
- Update on San Francisquito Creek projects
- Review of the Environmental Quality Commission 2-year work plan and subcommittee activities
- Update on the PG&E proposal for tree removals related to gas line safety
- Next Environmental Quality Commission quarterly update to City Council

F. Adjournment

Chair Martin adjourned the meeting at 10:35 p.m.

Minutes prepared by Vanessa Marcadejas.

Community Pipeline Safety Initiative

Menlo Park, Environmental Quality Commission

January 25, 2017



Improving Pipeline Safety and Reliability

- PG&E's top priority is the safety of our customers and communities – we are testing, studying and upgrading our gas system, including:
 - **Hydrostatic pressure testing** which verifies the pipeline's strength and safe operating pressure
 - **Internal pipe inspection robots** to check for signs of corrosion
 - **Valve automation** to allow faster response during gas emergencies
 - **Leak survey** of our entire gas pipeline system more frequently
 - **Aerial and ground patrols** to identify any excavations, signs of construction and other potential safety concerns



Program at a Glance

WHAT WE'RE DOING



Checking the area above the gas transmission pipeline for trees and structures that pose an emergency access or safety concern



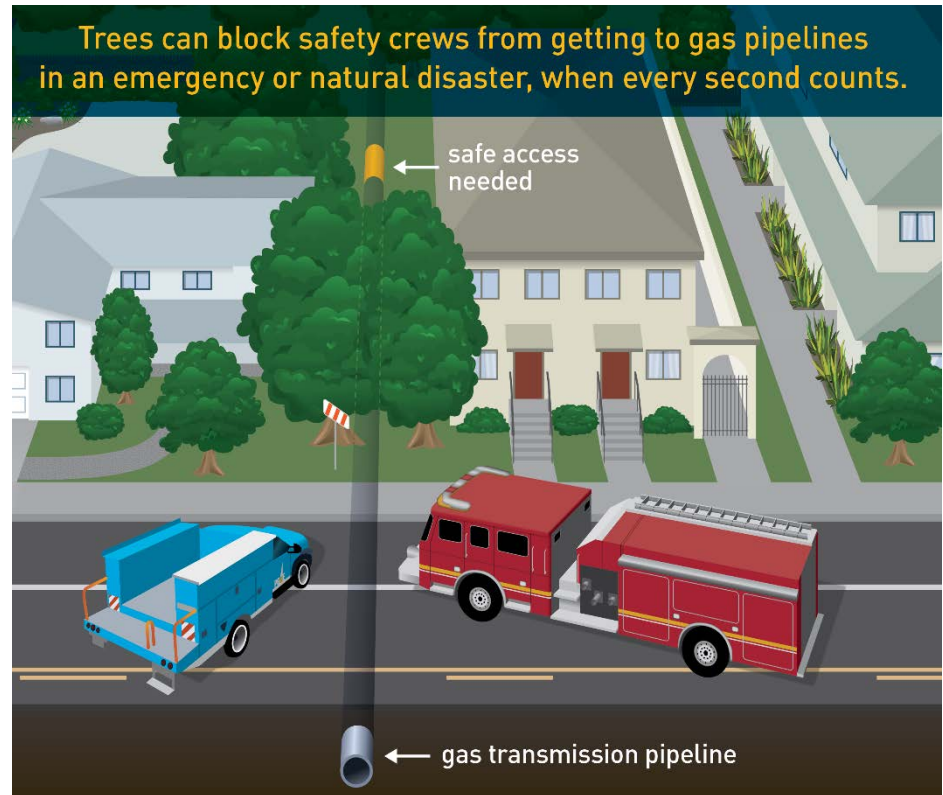
Helping to ensure immediate access for first responders and safety crews, and preventing potential damage to the pipe



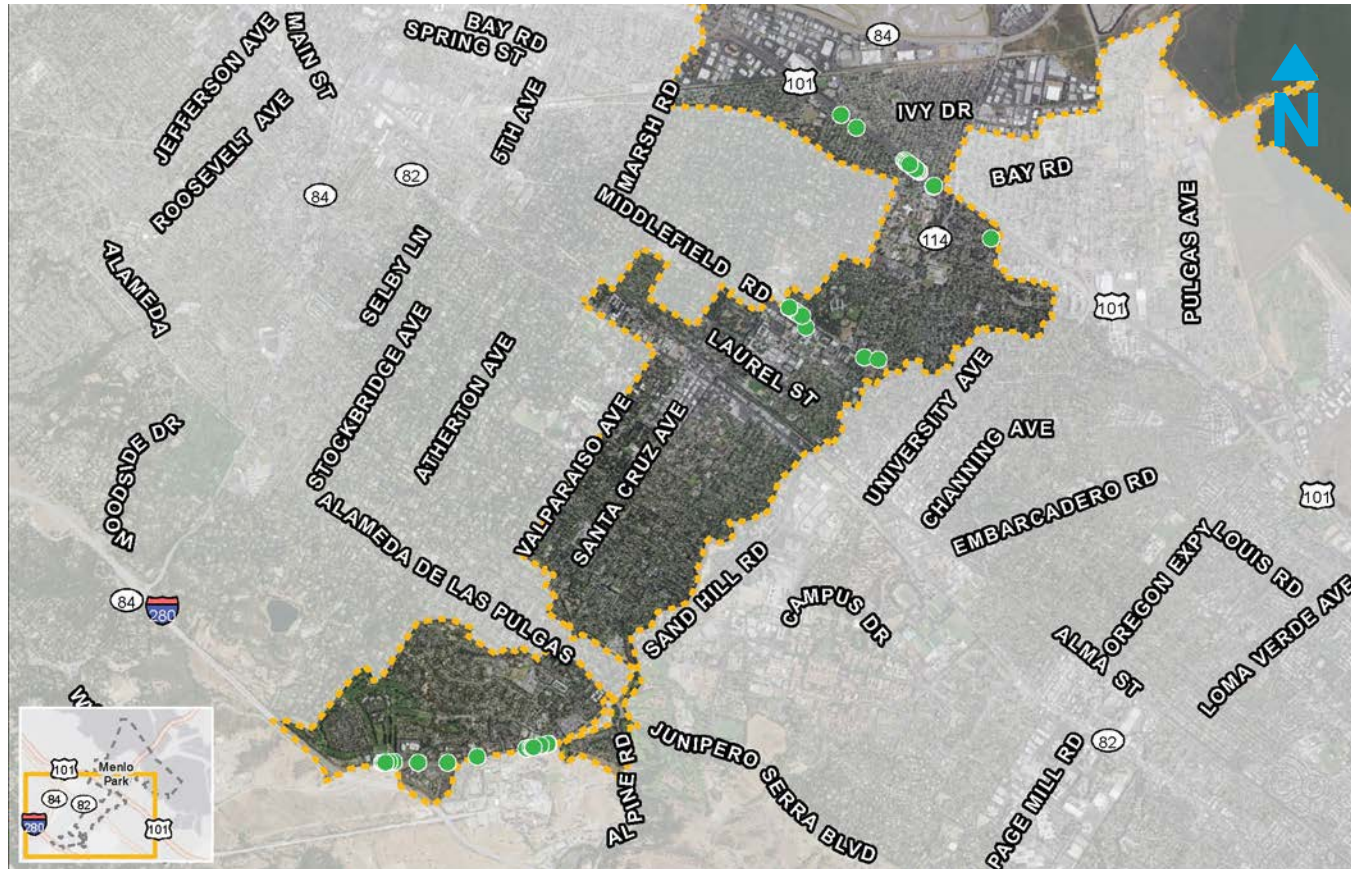
Working with our customers and communities where a safety risk has been identified to develop shared solutions



Planting new trees at a safe distance from the pipeline and restoring the area to preserve the natural beauty of our communities



Proposed Safety Work Area Overview



● Trees proposed for removal ■ City Boundary

Facilities to be operated by PG&E personnel only. Point and boundary locations are approximate and for illustrative purposes only. Data subject to updates. Call 811 before you dig. Map Created 1/11/17.

Working with First Responders

“PG&E’s community-based gas safety initiatives will help keep San Mateo County residents and our first responders safe. As a fire chief, I know that response times in an emergency are critical and clearing obstructions to gas pipelines will help speed response times and save lives.”

**Harold Schapelhouman, Fire Chief,
Menlo Park Fire Protection District**

“The work PG&E is doing now to improve gas safety will help our first responders better access pipelines in the event of an emergency.”

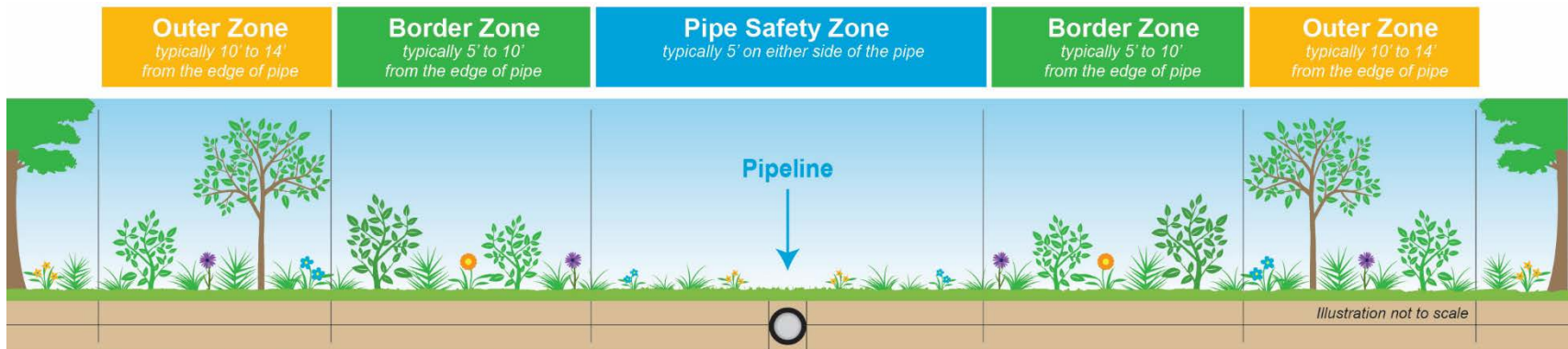
**Scott Jalbert, Fire Chief, San Mateo
County Fire Department and the
Coastside Fire Protection District**



First responders depend on immediate access in an emergency

Guide to Safe Landscaping

Making sure the right plants and trees are located in the right location adds to the safety and natural beauty of your community



Pipe Safety Zone	Lawns, flowers, low-profile grasses and low-growing herbaceous plants work well within the Pipe Safety Zone.
Border Zone	Small to medium shrubs with a trunk or main branch less than 8" in diameter at full maturity work well within the Border Zone. Diameter is measured 4.5 feet above the ground.
Outer Zone	Large shrubs and small trees with a trunk or main branch less than 36" in diameter at full maturity work well within the Outer Zone. Diameter is measured 4.5 feet above the ground.

Please note easement widths can vary and the above represents best practices and guidance for safe landscaping near gas pipelines.

Tree Replacement and Restoration

- We understand how important trees are to the community. They are important to us too. When a tree poses a safety concern and needs to be replaced, PG&E works with the property owner to determine:
 - **Tree Replacement:** Including the following replacement options:
 - **Option 1:** One 15-gallon replacement tree per tree, including planting
 - **Option 2:** Two 15-gallon replacement trees per tree, and PG&E will donate the trees
 - **Option 3:** An in-lieu payment
 - **Restoration:** Work together to develop a landscape plan that restores the area with native, drought-tolerant landscaping, such as grasses or flowers
 - **Protected Trees:** For those trees designated protected or heritage by the city, we will submit ministerial permits and meet the replacement tree ratio specified in the city's tree ordinance
- We recognize every customer and property is different, and we will address special circumstances on a case-by-case basis

Community Partnership and Outreach

- It is important to us that our customers get answers to their questions and have an opportunity to provide feedback
- Our outreach includes:
 - Meeting with city officials and staff to discuss the safety risks and work together to plan for gas safety work in public areas
 - Communicating about gas pipeline safety to all residents within 500-feet of the safety work
 - Notifying nearby residents before any safety work takes place
 - Hosting answer centers near work areas
 - Contacting private property owners regarding any safety work proposed for their property
- We will not move forward with any planned work until we have a signed agreement in place with the customer



Tree-by-Tree Review

- We understand how important trees are to your community and the environment
- To ensure we are only replacing trees that pose an emergency access or safety concern, we conduct a review of all trees near the gas pipelines, which involves:
 - Analyzing specific vegetation and pipe data, such as the tree height, species and distance from the pipe
 - Determining if a tree is a manageable risk and can potentially remain with regular monitoring, or an unacceptable risk and must be replaced
- In the future, it may be determined that manageable risk trees pose an unacceptable safety risk and will need to be replaced



Tree-by-Tree Review Criteria

What does the tree-by-tree review involve?

Our pipeline integrity and risk management experts review a number of factors, including:

Tree Characteristics	Pipeline Information	Site Conditions
<ul style="list-style-type: none"> Tree species and size at full maturity 	<ul style="list-style-type: none"> Pipeline depth 	<ul style="list-style-type: none"> Ability to access pipeline in an emergency
<ul style="list-style-type: none"> Distance from tree to pipeline 	<ul style="list-style-type: none"> Pipeline installation date 	<ul style="list-style-type: none"> Ability to access pipeline for critical maintenance work and patrols
<ul style="list-style-type: none"> Potential for root interaction with pipeline 	<ul style="list-style-type: none"> Pipeline coating type 	<ul style="list-style-type: none"> Lightning and wind exposure
<ul style="list-style-type: none"> Tree hazard 	<ul style="list-style-type: none"> Pipeline size (diameter) 	<ul style="list-style-type: none"> Seismic activity and soil instability

Private Property Review Process

- To ensure we are only replacing trees that pose an emergency access or safety concern, we also conduct a review of trees on private property and are coordinating with the City Arborist for necessary permitting
- The review involves meeting with property owners to discuss safety risks and gather more information about their tree(s) and property
- This analysis will determine which trees need to be replaced for safety reasons and which can potentially remain in place with regular monitoring
 - Trees and brush within 5 feet of pipeline must be removed to ensure access and protect public safety
 - Trees located between 5.1 and 14 feet will be reviewed as part of the assessment, and in some cases, may be able to remain in place with ongoing monitoring

Outreach to
Property
Owner

Conduct Safety
Assessment

Review
Results

Work Together
on Next Steps

Overview of Vegetation Work in the City of Menlo Park

Proposed Franchise/City-Owned Work	
Tree Assessments	236
<i>Manageable</i>	<i>136</i>
<i>Unacceptable</i>	<i>100</i>
Brush Assessments	0

Proposed Private Property Work	
Tree Assessments	708
<i>Manageable</i>	<i>Review TBD</i>
<i>Unacceptable</i>	<i>Review TBD</i>
Brush Assessments	341

Next Steps

- Working together with city staff, we are developing a path forward for the 100 unacceptable risk franchise trees. These trees entail:
 - **Species:** 11 species including Acacia, Ceanothus, Crepe Myrtles, Eucalyptus, California Black Oak, Coast Live Oak, Red Oak, Valley Oak, Plum, Pine and Privet
 - **Diameter at Breast Height (DBH) Range:**
 - 0-9" DBH: 65 trees
 - Oak Species Greater than 10" DBH: 22 trees
 - Non-Oak Species Greater than 15" DBH: 13 trees
 - **Locations:** Van Buren Road, Sand Hill Road, Middlefield Road, Iris Lane, Bay Road and Chester Street
- We will continue to evaluate the remaining private property trees with city staff through the private property permit process
- Once a path forward is put together with city staff, we will return to the Menlo Park Environmental Quality Commission for updates, discussion and comment.

Contact Information

- For questions regarding the upcoming pipeline safety work, please contact Bill Chiang, Public Affairs Representative, at **1-650-598-7392** or by email at **william.chiang@pge.com**
- For more information about our gas safety efforts, visit us at **pge.com/GasSafety**
- To learn more about our gas transmission pipeline in your neighborhood, visit us at **pge.com/pipelinelocations**



Thank You

