



ENVIRONMENTAL COMMISSION MEETING AGENDA

6:00 PM - Wednesday, February 12, 2025

Via Video Conference and In Person

IN-PERSON PARTICIPATION: Members of the public may participate in-person at the Los Altos Community Center in the Sequoia Room located at 97 Hillview Ave., Los Altos, CA.

REMOTE MEETING PARTICIPATION: Members of the public may attend the meeting virtually via the link below, but will not be permitted to provide public comment via Zoom or telephone.

<https://losaltosca-gov.zoom.us/j/84746058434>

Telephone: 1-669-444-9171 / Meeting ID: 847 4605 8434

PUBLIC COMMENT: Public comments can be made verbally, in-person at the public hearing or submitted in writing prior to the meeting. Written comments can be mailed or delivered in person to the Development Services Department or emailed to ECPublicComment@losaltosca.gov.

Correspondence must be received by 2:00 p.m. on the day of the meeting to ensure distribution prior to the meeting. Comments provided after 2:00 p.m. will be distributed the following day and included with public comment in the Environmental Commission packet.

Public comment cannot be taken via Zoom or telephone.

PLEASE NOTE: Commissioner Hecht will participate in the meeting via videoconference from the site listed below. The meeting agenda will be posted at the videoconference site, which is accessible to the public. Anyone wishing to address the Commission from the videoconference site will be provided with an opportunity to do so.

Location: 295 Fountain Ave, Tahoe City, CA 96145

AGENDA

ESTABLISH QUORUM

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Commission's attention any item that is not on the agenda. The Commission Chair will announce the time speakers will be granted before comments begin. Please be advised that, by law, the Planning Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "The Brown Act") items must first be noted on the agenda before any discussion or action.

ITEMS FOR CONSIDERATION/ACTION

1. **Meeting Minutes:** Approve minutes of the regular meeting of January 8, 2025.

DISCUSSION ITEMS

2. **SB 1046:** Staff will gather input on policy related to the state's pre-checkout bag legislation (SB 1046).
3. **Joint Council Meeting Debrief:** The commission will debrief the Joint Council Meeting, discuss council feedback, and assign subcommittees.

COMMISSIONERS' REPORTS AND COMMENTS

4. **Council Meetings:** Report out on topics discussed at Los Altos City Council meetings relevant to the Environmental Commission.
5. **Ad Hoc Subcommittee Reports**
 - a. Building Electrification
 - b. Dark Skies/Bird Safety

STAFF UPDATES

POTENTIAL FUTURE AGENDA ITEMS

1. SVCE Update
2. CAL Water Update
3. GHG Inventory Follow-up

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

Agendas, Staff Reports and some associated documents for the Environmental Commission items may be viewed on the Internet at https://www.losaltosca.gov/meetings?field_microsite_tid_1=2261

MINUTES OF THE MEETING OF THE ENVIRONMENTAL COMMISSION OF THE CITY
OF LOS ALTOS, HELD ON WEDNESDAY, JANUARY 8, 2025, AT 6:00 P.M. IN PERSON
AND TELECONFERENCE

ESTABLISHING QUORUM

PRESENT: Chair Humayun, Vice Chair van Reis, Commissioner Hecht, Commissioner Weiden, Commissioner Nee, and Commissioner Lu

ABSENT: None

ATTENDEES: Tania Katbi (Management Analyst II)

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

1. **Environmental Commission Minutes**

Approved minutes of the November 13, 2024, meeting.

Action: Upon a motion by Chair Humayun, seconded by Commissioner Hecht, the Environmental Commission approved the meeting minutes.

The motion was approved (6-0) by the following vote:

AYES: Hecht, Humayun, Weiden, van Reis, Lu, Nee

NOES: None

ABSENT: None

DISCUSSION ITEMS

2. **2025 Commission Updates**

Staff provided an overview of commission guidelines and new updates followed by questions and comments by the commission.

3. **Electrification Event (EV Fair)**

Vice Chair van Reis provided important updates and information on the 2025 event.

4. **2022 GHG Inventory**

Staff reported out on 2022 GHG Inventory findings followed by questions and discussion by the commission.

5. **2025 Environmental Commission Workplan**

The Chair and Vice Chair presented the updated 2025 Workplan in preparation for the joint council meeting, followed by questions and discussion by the commission.

Public comment provide by Gary Hedden and Dashiell Leeds.

COMMISSIONERS' REPORTS AND COMMENTS

6. Council Meetings

Commissioners shared updates from Council meetings.

7. Ad Hoc Committee Reports

a. **Building Electrification**

Chair Humayan and Commissioner Nee provided updates on building electrification programs and policies.

b. **Dark Skies / Bird Safety**

Commissioner Hecht and Lu provided updates on the Dark Skies / Bird Safety policies.

Public comment provide by Dashiell Leeds.

STAFF UPDATES

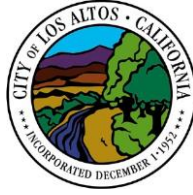
Staff provided updates to the commission.

POTENTIAL FUTURE AGENDA ITEMS

1. SVCE Update
2. CAL Water Update
3. GHG Inventory Follow-up

ADJOURNMENT

Chair Humayan adjourned the meeting at 9:05 pm.



Meeting Date: February 12, 2025
Subject: SB 1046 – Pre-Checkout Bags
Prepared by: Tania Katbi, Management Analyst II

Background

[SB 1046](#) (Eggman, Chapter 991, Statutes of 2022) restricts the types of bags that many retail establishments can offer customers at checkout. Affected businesses include most grocery stores, retail stores with pharmacies, convenience stores, food marts, and liquor stores.

Pre-checkout bags are provided to a customer before checkout to:

- Contain unwrapped items like bulk foods or loose produce
- Protect a purchased item from damage or contamination

As of January 1, 2025, stores may only provide customers with pre-checkout bags that are:

- Recycled paper bags or
- Compostable bags

Compostable pre-checkout bags must comply with specific requirements

Discussion

Should our local ordinance mirror the state law, or are there specific areas where we should implement stricter or more tailored regulations (e.g., recycled paper bags only)?

Los Altos Environmental Commission Accomplishments 2024

CORE WORKPLAN Powers & Duties B: Review & provide recommendations for the implementation of the CAAP

CAAP Focus Area	Goal	Projects	Completion	Priority Source	Status	Assignment
Energy	Increase residential & commercial building energy efficiency Reduce light pollution, & protect wildlife	Dark Skies & Bird Safety Ordinance	Q1 2025 (Target)	CAAP Action 2.1	<ul style="list-style-type: none"> Research & some public outreach done Ordinance finalized per EC/staff discussions Presented by staff to Council & Planning Commission Working to align the Commissions on final ordinance 	Ad-Hoc Subcommittee Commissioners Hecht & Lu Sustainability coordinator
	Reduce GHG emissions from residential & commercial buildings	Accelerate Building Electrification	Q3 2024	CAAP Action 2.1	<ul style="list-style-type: none"> Researched & developed recommendations to accelerate building electrification Drafted recommendations presented by staff to Council Budgeted to hire electrification partner for implementation 	Ad-Hoc Subcommittee Commissioners Delagneu, Teksler and Humayun
Transportation	Electrify transportation & reduce air pollution	EV Fair: Increase education & awareness of EV resources & incentive programs	Q2 2024	CAAP Action 1.4A	<ul style="list-style-type: none"> 2nd Annual EV Fair held on 3/23/2024 <ul style="list-style-type: none"> - Included EV display, ebike test ride, 10 organization booths - Added building electrification resources Developed partnership with local groups to: <ul style="list-style-type: none"> - reduce burden on City Staff - increase scope 	Commissioner Van Reis Sustainability coordinator
Resource Conservation	Reduce waste & increase landfill diversion	Single Use Plastics Ordinance: Eliminate non-essential single-use plastics	Q4 2024	CAAP Action 3.1B	<ul style="list-style-type: none"> Research & public outreach done Ordinance developed & presented to Council Adopted 12/10/2024 	Ad-Hoc Subcommittee Commissioners Wieden & van Reis Sustainability coordinator

Powers & Duties D. Serve as a forum for community input & engagement

Community Outreach	Community outreach & education	Develop plan to increase engagement with Los Altos Residents	Q4 2024	Powers & Duties Item D	<u>Several proposals developed including:</u> <ul style="list-style-type: none"> Assign liasons to key community groups to increase alignment & collect feedback on initiatives EC to publish Town Crier articles & quarterly newsletters Improve notification & signage for EC meetings Increase engagement at council meetings & with staff 	Commissioner Hecht
--------------------	--------------------------------	--	---------	------------------------	---	--------------------

2025 Los Altos Environmental Commission Work Plan

CORE WORKPLAN Powers & Duties B: Review & provide recommendations for the implementation of the CAAP

CAAP Focus Area	Goal	Projects	Anticipated Completion	Priority Source	Status	Assignment	Notes
Energy	Reduce or eliminate methane gas use in existing buildings	Propose incentive programs for residential carbon emission reduction	Q3 2025	CAAP Actions 2.3 & 2.4	Ongoing work	Ad-hoc Subcommittee + Sustainability coordinator	<ul style="list-style-type: none"> Propose and promote city incentives to electrify existing homes <ul style="list-style-type: none"> - 3rd part incentives - Additional targeted city sponsored monetary incentives - Budget \$50k/year for 3-5 years - City supported non-monetary incentives via Planning & Building Divisions Support 3rd party group hired by city <ul style="list-style-type: none"> - Promote electric water heaters, air conditioning units, stove tops, solar PV - Conduct multi scale community outreach - Budget \$70-100k Develop electrification ordinance for new construction & major remodels <ul style="list-style-type: none"> - Track 2025 Building Codes - Research REACH codes, NOx ordinance, other options - propose best path(s) forward and develop ordinance
	Require all-electric new buildings & major retrofits	Develop ordinance to promote all-electric homes (REACH Codes or similar)					
Green Community + Climate Risk	Expand green infrastructure for human & environmental health + Mitigate physical risk	Develop Urban Forest & Ecosystem Restoration Master Plan	Q4 2025	CAAP Action 5.2 Supporting CAAP Actions 5.5, 6.1, 6.2	Phase 1 done Phases 2 & 3 in planning	Ad-hoc Subcommittee + Sustainability coordinator	<ul style="list-style-type: none"> Incorporate fire safety & wildfire prevention techniques <ul style="list-style-type: none"> - Reference Santa Clara County Multijurisdictional Hazard Mitigation Plan - Reference Los Altos' General Plan Element Update of the Safety Element - Provide additional guidelines pertinent to the urban forest & ecosystem Phase 1: Tree protection ordinance (enacted in 2022) Phase 2: Canopy analysis & green spaces inventory (2025) <ul style="list-style-type: none"> - Community outreach to assess needs - Survey & evaluate consultants for analysis and outreach - Budget estimate \$100-150k Phase 3: Master Plan development (2025-26) <ul style="list-style-type: none"> - Set goals, scope, budget, based on analysis - Work with staff & consultant: budget estimate \$50-100k - Identify additional funding sources & grants for implementation Phase 4: Masterplan implementation (2026-35)

2025 Los Altos Environmental Commission Work Plan - Continued

CORE WORKPLAN

Powers & Duties B: Review & provide recommendations for the implementation of the CAAP

CAAP Focus Area	Goal	Projects	Anticipated Completion	Priority Source	Status	Assignment	Notes
Transportation	Electrify transportation	Lay groundwork for developing an EV Charging Master Plan	Q3 2025	CAAP Action 1.4	Ongoing work	Ad-hoc Subcommittee + Sustainability coordinator	<ul style="list-style-type: none"> Review EV Charging network efficacy <ul style="list-style-type: none"> - Outreach to assess community EV charging needs / where more is needed Identify & Promote EV Supply Equipment incentives <ul style="list-style-type: none"> - Collaborate with internal city staff & external stakeholders Estimate budget and outline RFQ to hire a specialist consultant
	Reduce carbon emissions by reducing VMT	Promote a Walkable & Bikeable City	Develop proposal for Electric Shuttle Program	Q4 2025	CAAP Actions 1.1, 1.3 & 1.4	Planning	EC Liaisons to CSC & PC
Resource conservation Reduce total waste		Reduce waste from demolition, construction & building materials by requiring deconstruction rather than demolition					

2025 Los Altos Environmental Commission - Additional Activities Based on Assigned Powers & Duties

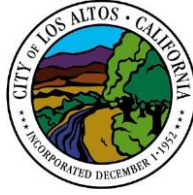
Powers & Duties	Goal	Projects	Anticipated Completion	Priority Source	Status	Assignment	Notes
Powers & Duties B: Make annual recommendations for changes or updates to the plan							
Update CAAP	Review CAAP priorities	Reassess CAAP timelines Propose goal/action edits Adjust priority levels	Q4 2025	Power & Duties Item B	Planning	Ad-hoc Subcommittee	<ul style="list-style-type: none"> Per the municipal code, the EC should make "annual recommendations for changes or updates to the plan" Commissioners to review sections through the year & report to EC A subcommittee in Q4 to compile reports and propose changes to CAAP EC to bring any recommended updates to council at joint meeting
Powers & Duties C: Annually provide recommendations to the council that affect the natural & built environment to inform policy, budget, & CIP prioritization;							
Recommend to Council	CAAP implementation	Develop a staff task force for CAAP Implementation	Q1 2025	CAAP Goal 4.6	Planning	Sustainability Coordinator	<ul style="list-style-type: none"> Improve collaboration with other city departments Empower Sustainability coordinator to <ul style="list-style-type: none"> Ensure CAAP guidelines are prioritized in all city plans & projects Include CAAP implementation budget in annual fiscal planning Review additional staff/resource needs indicated in CAAP Appendix E
	Foster green community	Propose Arbor Day celebration Apply for Tree City USA	Q1 2025	CAAP Action 5.2A	Planning	City Staff	<ul style="list-style-type: none"> Allows access to some grants & builds community pride Approved by Environmental Commission in 2024 Staff to confirm Los Altos meets qualifications
Powers & Duties D. Serve as a forum for community input & engagement							
Community Outreach	Annual outreach at Electrification Fair	Broaden EV fair to cover electrification & sustainability	Q2 2025	CAAP Action 1.4A	Ongoing	EC Liason + Volunteer group	<ul style="list-style-type: none"> Support & provide guidance to Volunteer Group
	Year-round outreach & communication	Increase engagement with the residents of Los Altos	Ongoing	Powers & Duties Item D	Planning	Commissioners	<ul style="list-style-type: none"> Implement outreach plan approved by EC in Q4 2024 <ul style="list-style-type: none"> Develop content & timeline for various outreach efforts Assign liasons to key community groups to increase collaboration Publish articles in local news papers & quarterly newsletters
	Educate & prepare for climate adaptation & emergency response	Adaptation & emergency preparedness outreach	Q4 2025	CAAP Strategies 7 & 8	Planning	Commissioners + Community groups	<ul style="list-style-type: none"> Build community wide Climate Adaptation awareness Outreach to understand needs & concerns of residents and businesses Identify & connect with vulnerable populations Support & advise Emergency Response Coordinator

2025 Los Altos Environmental Commission Work Plan - Anticipated Timeline

TOPIC AREAS	Q1	Q2	Q3	Q4	Q1 '26	Q2 '26
Energy	Incentive Programs Bird Safety / Lighting Ordinance (Working Pair)	REACH Code Alternatives				
Green Community + Climate Risk	Guidelines and Analysis for Urban Forest and Ecosystem Restoration Plan			Development of Urban Forest and Ecosystem Restoration Plan		
Transportation	EV Charging Needs					
	Walkable and Bikeable City Recommendations / Electric Shuttle Program (Liaisons to Planning and CSC Commissions)					
Resource Conservation	Deconstruction of Existing Homes (Working Pair)				Design for Deconstruction	
CAAP Update	CAAP Updates (Working Pair)			CAAP Update		

Key

-  = Subcommittee
-  = Working Pair / Liaison / Personal Research
-  = Potential Subcommittee for 2026



Meeting Date: January 8, 2025
Subject: Commissioner City Council Assignments
Prepared by: Tania Katbi, Management Analyst II

Commissioner City Council Assignments based on the tentative 2025 City Council meeting calendar:

Meeting Date	Assigned Commissioner
January 14	Nee
January 28	Hecht
February 11	Humayun
February 25	Lu
March 11	Van Reis
March 25	Weiden
April 8	TBD
April 22	Nee
May 13	Hecht
May 27	Humayun
June 10	Lu
June 24	van Reis
July 8	Weiden
August 26	TBD
September 9	Nee
September 30	Hecht
October 14	Humayun
October 28	Lu
November 18	van Reis
December 2	Weiden
December 9	TBD