



CITY COUNCIL MEETING - AMENDED AGENDA

7:00 PM - Tuesday, July 12, 2022

via Teleconference

Please Note: Per California Executive Order N-29-20, the City Council will meet via Telephone/Video Conference Only.

Telephone:1-253-215-8782 / Webinar ID: 853 4376 7267

<https://losaltosca.gov.zoom.us/j/85343767267?pwd=aXFOa2E5aUtHQXA5VkxhR1VEeXJEdz09>

Passcode: 355221

TO PARTICIPATE VIA VIDEO: Follow the link above. Members of the public will need to have a working microphone on their device and **must have the latest version of ZOOM installed** (available at <https://zoom.us/download>). To request to speak, please use the “Raise hand” feature located at the bottom of the screen.

TO PARTICPATE VIA TELEPHONE: Members of the public may also participate via telephone by calling the number listed above. To request to speak, press *9 on your telephone.

TO SUBMIT WRITTEN COMMENTS: Prior to the meeting, comments on matters listed on the agenda may be emailed to PublicComment@losaltosca.gov. Emails sent to this email address are sent to/received immediately by the City Council. Please include a subject line in the following format:

PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE

Correspondence submitted in hard copy/paper must be received by 2:00 PM on the day of the meeting to ensure distribution prior to the meeting. Correspondence received prior to the meeting will be included in the public record. .

Public testimony will be taken at the direction of the Mayor, and members of the public may only comment during times allotted for public comments.

AGENDA

CALL MEETING TO ORDER

ESTABLISH QUORUM

PLEDGE ALLEGIANCE TO THE FLAG

REPORT ON CLOSED SESSION

CHANGES TO THE ORDER OF THE AGENDA

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Council's attention any item that is not on the agenda. Speakers are generally given two or three minutes, at the discretion of the Mayor. Please be advised that, by law, the City Council 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.

CONSENT CALENDAR

These items will be considered by one motion unless any member of the Council or audience wishes to remove an item for discussion. Any item removed from the Consent Calendar for discussion will be handled at the discretion of the Mayor.

- A. Adopt Teamsters Union Local 350 five year Agreement:** Resolution 2022-XX: A Memorandum of Understanding (MOU) between City of Los Altos & Sanitary Truck Drivers and Helpers Teamsters Union Local 350; five (5) year agreement
- 1. Minutes:** Approve Minutes of the City Council Regular Meeting of June 28, 2022. (A Rodriguez)
- 2. Construction Contract Award: CIPP Corrosion Rehabilitation, Project WW-01005:** Award the construction contract for the Total Base Bid for the CIPP Corrosion Rehabilitation Project WW-01005 to Nor Cal Pipeline Services as the lowest responsible bidder submitting a responsive bid in the amount not-to-exceed \$615,600 (T. Nguyen)
- 3. Construction Contract Award: On-Call Sanitary Sewer Spot Repairs and CCTV Inspection Services (FY 2022-2023):** Authorize the City Manager to execute a not-to-exceed contract with C2R Engineering, Inc., in the amount of \$100,000 to provide on-call sanitary sewer spot repairs and CCTV inspection services (T. Nguyen)
- 4. Public Art Purchases: T2 and Midnight Stomp Series:** Approve the purchase of T2 for \$15,000 plus tax and Midnight Stomp Series for \$25,000 to be paid over four years (J. Maginot)
- 5. Emergency Declaration Resolution:** Adopt a Resolution extending the declaration of a local emergency due to the COVID-19 pandemic (J. Maginot)
- 6. Approve the Project Acceptance of the First Street Resurfacing Project:** Adopt Resolution No. 2022-XX regarding Project Acceptance of the First Street Resurfacing Project (TS-01002, 01410); consider finding that the project is exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (H. Musaefendic)

PUBLIC HEARINGS

DISCUSSION ITEMS

- 7. Sixth Cycle Housing Element 2023-2031:** Discuss the Sixth Cycle Housing Element 2023-2031 Public Review Draft and receive public testimony and direct staff to submit the Draft Housing Element to the Department of Housing and Community Development following completion of the 30-day public comment period and 10 business days to consider and incorporate public comments (N. Zornes)
- 8. Designation of Voting Delegate and Alternate:** Appoint a Voting Delegate and an Alternate to participate at the League of CA Cities Annual Business meeting (A. Rodriguez)

INFORMATIONAL ITEMS ONLY

- 9.** Tentative Council Calendar

COUNCIL/STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

ADJOURNMENT

(Council Norms: It will be the custom to have a recess at approximately 9:00 p.m. Prior to the recess, the Mayor shall announce whether any items will be carried over to the next meeting. The established hour after which no new items will be started is 11:00 p.m. Remaining items, however, may be considered by consensus of the Council.)

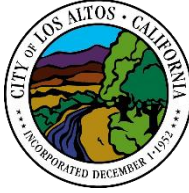
SPECIAL NOTICES TO THE PUBLIC

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk 72 hours prior to the meeting at (650) 947-2610.

Agendas Staff Reports and some associated documents for City Council items may be viewed on the Internet at <http://www.losaltosca.gov/citycouncil/online/index.html>.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, and that are distributed to a majority of the legislative body, will be available for public inspection at the Office of the City Clerk's Office, City of Los Altos, located at One North San Antonio Road, Los Altos, California at the same time that the public records are distributed or made available to the legislative body.

If you wish to provide written materials, please provide the City Clerk with 10 copies of any document that you would like to submit to the City Council for the public record.



AGENDA REPORT SUMMARY

Meeting Date: July 14, 2022

Subject Resolution 2022-XX: A Memorandum of Understanding (MOU) between City of Los Altos & Sanitary Truck Drivers and Helpers Teamsters Union Local 350; five (5) year agreement

Prepared by: Irene Barragan Silipin, Human Resources Director

Approved by: Gabriel Engeland, City Manager

Attachment(s):

- Resolution 2022-XX
- Memorandum of Understanding (MOU) July 1, 2022 – June 30, 2027
- Fiscal Year 2022/23 Revised Pay Schedule

Initiated by:
City Manager

Previous Council Consideration:
Closed Session on June 28, 2022

Fiscal Impact:

All items in the proposed Memorandum of Understanding (MOU) have been included in the adopted FY22-23 budget. There is no impact to the budget associated with the adoption of the MOU.

The proposed MOU has costs that can be calculated (example: percent pay increases), costs that can be estimated (example: CPI), and other costs that will not be known until a later date (example: potential market adjustment in FY 2026/27). The financial impact includes known and estimated costs.

The total increase of known and estimated costs for FY 2022/23 is expected to be \$391,000. The total 5 year increase for known and estimated costs is expected to be \$2,063,000

Reviewed By:

City Manager

GE

City Attorney

JH

Finance Director

JE



Subject: Resolution 2022-XX: A Memorandum of Understanding (MOU) between City of Los Altos & Sanitary Truck Drivers and Helpers Teamsters Union Local 350; five (5) year agreement

FY	Salary	Certifications	PTO	Benefits	Total Annual
22/23	\$ 118,000	\$ 25,000	\$ 158,000	\$ 90,000	\$ 391,000
23/24	\$ 220,000	\$ 25,000	\$ 158,000	\$ 90,000	\$ 493,000
24/25	\$ 310,000	\$ 25,000	\$ 158,000	\$ 90,000	\$ 583,000
25/26	\$ 25,000	\$ 25,000	\$ 158,000	\$ 90,000	\$ 298,000
26/27	\$ 25,000	\$ 25,000	\$ 158,000	\$ 90,000	\$ 298,000
Grand Total	\$ 698,000	\$ 125,000	\$ 790,000	\$ 450,000	\$ 2,063,000

Environmental Review:
Not applicable

Policy Question(s) for Council Consideration:

- Does the Council wish to adopt Resolution 2022-XX and the terms within the Successor Memorandum of Understanding (MOU) reached by the City and Teamster Local 350?

Summary:

- The current MOU between City of Los Altos & Sanitary Truck Drivers and Helpers Teamsters Union Local 350 expired on June 30, 2022
- Negotiations between the City and Sanitary Truck Drivers and Helpers Teamsters Union Local 350 representatives for a successor MOU commenced on April 17, 2022 and concluded on June 27, 2022
- Sanitary Truck Drivers and Helpers Teamsters Union Local 350 members ratified the successor agreement on June 28, 2022
- The agreement provides for a five-year term expiring on June 30, 2027
- If approved, the salary adjustments will be retroactive to the beginning of the pay period that includes July 1, 2022

Recommendation

Move to approve Resolution 2022-XX and the terms outlined in the MOU between City of Los Altos & Sanitary Truck Drivers and Helpers Teamsters Union Local 350, which includes a five (5) year agreement

Purpose

Approve the recommended terms for a new five-year agreement expiring on June 30, 2022 with Sanitary Truck Drivers and Helpers Teamsters Union Local 350 to ensure continuation of excellent delivery of maintenance services provided to the Los Altos Community.



Subject: Resolution 2022-XX: A Memorandum of Understanding (MOU) between City of Los Altos & Sanitary Truck Drivers and Helpers Teamsters Union Local 350; five (5) year agreement

Background

The MOU between City of Los Altos & Sanitary Truck Drivers and Helpers Teamsters Union Local 350 expired on June 30, 2022. Representatives from the City and Teamsters, Local 350 met and conferred in good faith to reach an agreement on a successor MOU for the Council’s approval.

The parties reached a tentative agreement on all terms and conditions of employment on June 27, 2022. Teamsters Local 350 members met and successfully ratified the tentative agreement for a five-year MOU on June 28, 2022. Final approval of the successor MOU is now before Council.

Discussion/Analysis

The successor agreement will take effect upon the City Council’s adoption and the five-year term will expire on June 30, 2027. Among the terms of this MOU are:

- Pay increases of:
 - 7/1/22 5% across all classification.
 - 7/1/23 and 7/1/24 CPI then Market Adjustments (Min of 3%, Max of 3.5%)
 - 7/1/25 and 7/1/26 Market Range Adjustments
- Increased Observed Holidays
- Quality of Life Enhanced Benefit
- Additional Professional Certification Pay

In summary, Teamsters Union Local 350 increases in compensation and benefits over the five-year period of the successor MOU will strive to support the recently adopted Total Compensation philosophy supporting the council goals and vision for employee retention and attraction in Los Altos.

Recommendation

Move to approve Resolution 2022-XX and the terms outlined in the MOU between City of Los Altos & Sanitary Truck Drivers and Helpers Teamsters Union Local 350, which includes a five (5) year agreement

Unrepresented Department Heads: Market Range Adjustment to Individual Classifications effective 06/26/22
Unrepresented Management: 5% increase or Market Adjustment effective 06/26/22
Unrepresented Confidential: 5% increase effective 06/26/22

POA (Sworn): 3.5% increase effective 06/26/22
POA (Non-Sworn): 3.5% increase effective 06/26/22

LAMEA: 3.5% increase effective 06/26/22
Teamsters: 5% increase effective 06/26/22

*New Classification for FY 22/23
 ^Market Adjustment
 + Market Range Adjustment

City of Los Altos - Full Time Salary Schedule FY 22/23
Resolution 2022-XX

<i>Unrep. Department Head Classifications</i>	<i>FLSA Status</i>	Biweekly					Monthly					Annual					
		Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	
City Manager	Exempt					\$9,426.73						\$20,424.58					\$245,095.00
Police Chief+	Exempt	\$7,371.71		Open Range		\$8,960.31	\$15,972.03		Open Range			\$19,414.00	\$191,664.34		Open Range		\$232,967.96
Assistant City Manager+	Exempt	\$7,239.90		Open Range		\$8,800.09	\$15,686.45		Open Range			\$19,066.87	\$188,237.36		Open Range		\$228,802.46
Public Works Director/City Engineer	Exempt	\$6,741.58		Open Range		\$8,500.33	\$14,606.75		Open Range			\$18,417.38	\$175,280.96		Open Range		\$221,008.58
Utilities and Environmental Director*	Exempt	\$6,741.58		Open Range		\$8,500.33	\$14,606.75		Open Range			\$18,417.38	\$175,280.96		Open Range		\$221,008.58
Finance Director	Exempt	\$6,690.14		Open Range		\$8,500.33	\$14,495.30		Open Range			\$18,417.38	\$173,943.65		Open Range		\$221,008.58
Parks, Recreation, & Community Services Director*	Exempt	\$6,465.34		Open Range		\$8,500.33	\$14,008.23		Open Range			\$18,417.38	\$168,098.73		Open Range		\$221,008.58
Development Services Director+	Exempt	\$6,774.39		Open Range		\$8,500.33	\$14,677.85		Open Range			\$18,417.38	\$176,134.15		Open Range		\$221,008.58
Human Resources Director*	Exempt	\$6,310.38		Open Range		\$7,670.27	\$13,672.49		Open Range			\$16,618.91	\$164,069.88		Open Range		\$199,426.94

<i>Unrep. Management Classifications</i>	<i>FLSA Status</i>	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Police Captain	Exempt	\$6,652.31	\$6,984.93	\$7,334.17	\$7,700.88	\$8,085.92	\$14,413.34	\$15,134.01	\$15,890.71	\$16,685.24	\$17,519.50	\$172,960.07	\$181,608.08	\$190,688.48	\$200,222.90	\$210,234.05
Deputy City Manager	Exempt	\$6,026.66	\$6,328.00	\$6,644.40	\$6,976.62	\$7,325.45	\$13,057.77	\$13,710.66	\$14,396.20	\$15,116.01	\$15,871.81	\$156,693.29	\$164,527.95	\$172,754.35	\$181,392.07	\$190,461.67
Engineering Services Manager	Exempt	\$6,026.66	\$6,328.00	\$6,644.40	\$6,976.62	\$7,325.45	\$13,057.77	\$13,710.66	\$14,396.20	\$15,116.01	\$15,871.81	\$156,693.29	\$164,527.95	\$172,754.35	\$181,392.07	\$190,461.67
Financial Services Manager	Exempt	\$6,026.66	\$6,328.00	\$6,644.40	\$6,976.62	\$7,325.45	\$13,057.77	\$13,710.66	\$14,396.20	\$15,116.01	\$15,871.81	\$156,693.29	\$164,527.95	\$172,754.35	\$181,392.07	\$190,461.67
Information Technology Manager	Exempt	\$6,026.66	\$6,328.00	\$6,644.40	\$6,976.62	\$7,325.45	\$13,057.77	\$13,710.66	\$14,396.20	\$15,116.01	\$15,871.81	\$156,693.29	\$164,527.95	\$172,754.35	\$181,392.07	\$190,461.67
Human Resources Manager	Exempt	\$6,026.66	\$6,328.00	\$6,644.40	\$6,976.62	\$7,325.45	\$13,057.77	\$13,710.66	\$14,396.20	\$15,116.01	\$15,871.81	\$156,693.29	\$164,527.95	\$172,754.35	\$181,392.07	\$190,461.67
Building Official	Exempt	\$5,596.36	\$5,876.18	\$6,169.98	\$6,478.48	\$6,802.41	\$12,125.44	\$12,731.71	\$13,368.30	\$14,036.71	\$14,738.55	\$145,505.30	\$152,780.56	\$160,419.59	\$168,440.57	\$176,862.60
Development Services Manager*	Exempt	\$5,596.36	\$5,876.18	\$6,169.98	\$6,478.48	\$6,802.41	\$12,125.44	\$12,731.71	\$13,368.30	\$14,036.71	\$14,738.55	\$145,505.30	\$152,780.56	\$160,419.59	\$168,440.57	\$176,862.60
Planning Services Manager	Exempt	\$5,596.36	\$5,876.18	\$6,169.98	\$6,478.48	\$6,802.41	\$12,125.44	\$12,731.71	\$13,368.30	\$14,036.71	\$14,738.55	\$145,505.30	\$152,780.56	\$160,419.59	\$168,440.57	\$176,862.60
Police Services Manager	Exempt	\$5,596.36	\$5,876.18	\$6,169.98	\$6,478.48	\$6,802.41	\$12,125.44	\$12,731.71	\$13,368.30	\$14,036.71	\$14,738.55	\$145,505.30	\$152,780.56	\$160,419.59	\$168,440.57	\$176,862.60
Transportation Services Manager	Exempt	\$5,596.36	\$5,876.18	\$6,169.98	\$6,478.48	\$6,802.41	\$12,125.44	\$12,731.71	\$13,368.30	\$14,036.71	\$14,738.55	\$145,505.30	\$152,780.56	\$160,419.59	\$168,440.57	\$176,862.60
Economic Development Manager	Exempt	\$5,459.86	\$5,732.85	\$6,019.50	\$6,320.47	\$6,636.50	\$11,829.70	\$12,421.18	\$13,042.24	\$13,694.36	\$14,379.07	\$141,956.39	\$149,054.21	\$156,506.92	\$164,332.26	\$172,548.88
City Clerk^	Exempt	\$5,158.02	\$5,415.93	\$5,686.72	\$5,971.06	\$6,269.61	\$11,175.72	\$11,734.50	\$12,321.23	\$12,937.29	\$13,584.16	\$134,108.62	\$140,814.05	\$147,854.75	\$155,247.49	\$163,009.87
Special Projects Manager	Exempt	\$5,196.77	\$5,456.61	\$5,729.44	\$6,015.92	\$6,316.71	\$11,259.68	\$11,822.66	\$12,413.79	\$13,034.48	\$13,686.21	\$135,116.13	\$141,871.94	\$148,965.54	\$156,413.81	\$164,234.50
Project Manager	Exempt	\$5,196.77	\$5,456.61	\$5,729.44	\$6,015.92	\$6,316.71	\$11,259.68	\$11,822.66	\$12,413.79	\$13,034.48	\$13,686.21	\$135,116.13	\$141,871.94	\$148,965.54	\$156,413.81	\$164,234.50
Public Information Officer^	Exempt	\$4,828.91	\$5,070.36	\$5,323.88	\$5,590.07	\$5,869.57	\$10,462.65	\$10,985.78	\$11,535.07	\$12,111.82	\$12,717.41	\$125,551.75	\$131,829.34	\$138,420.81	\$145,341.85	\$152,608.94
Assistant to the City Manager	Exempt	\$4,946.36	\$5,193.68	\$5,453.37	\$5,726.04	\$6,012.34	\$10,717.12	\$11,252.98	\$11,815.63	\$12,406.41	\$13,026.73	\$128,605.48	\$135,035.75	\$141,787.54	\$148,876.92	\$156,320.76
Recreation Manager	Exempt	\$4,481.16	\$4,705.22	\$4,940.48	\$5,187.51	\$5,446.88	\$9,709.18	\$10,194.64	\$10,704.38	\$11,239.60	\$11,801.57	\$116,510.22	\$122,335.73	\$128,452.51	\$134,875.14	\$141,618.90

<i>Unrep. Confidential Classifications</i>	<i>FLSA Status</i>	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Senior Accountant	Exempt	\$4,282.03	\$4,496.13	\$4,720.93	\$4,956.98	\$5,204.83	\$9,277.73	\$9,741.61	\$10,228.69	\$10,740.13	\$11,277.13	\$111,332.70	\$116,899.34	\$122,744.30	\$128,881.52	\$135,325.59
Senior Human Resources Analyst*	Exempt	\$4,282.03	\$4,496.13	\$4,720.93	\$4,956.98	\$5,204.83	\$9,277.73	\$9,741.61	\$10,228.69	\$10,740.13	\$11,277.13	\$111,332.70	\$116,899.34	\$122,744.30	\$128,881.52	\$135,325.59
Management Analyst II	Exempt	\$4,177.59	\$4,386.47	\$4,605.79	\$4,836.08	\$5,077.88	\$9,051.44	\$9,504.01	\$9,979.21	\$10,478.17	\$11,002.08	\$108,617.27	\$114,048.13	\$119,750.54	\$125,738.07	\$132,024.97
Human Resources Analyst	Exempt	\$3,976.29	\$4,175.10	\$4,383.86	\$4,603.05	\$4,833.20	\$8,615.29	\$9,046.05	\$9,498.36	\$9,973.28	\$10,471.94	\$103,383.48	\$108,552.65	\$113,980.29	\$119,679.30	\$125,663.27
Management Analyst I	Exempt	\$3,784.69	\$3,973.92	\$4,172.62	\$4,381.25	\$4,600.31	\$8,200.16	\$8,610.16	\$9,040.67	\$9,492.71	\$9,967.34	\$98,401.89	\$103,321.98	\$108,488.08	\$113,912.48	\$119,608.11
Assistant City Clerk*	Exempt	\$3,784.69	\$3,973.92	\$4,172.62	\$4,381.25	\$4,600.31	\$8,200.16	\$8,610.16	\$9,040.67	\$9,492.71	\$9,967.34	\$98,401.89	\$103,321.98	\$108,488.08	\$113,912.48	\$119,608.11
Executive Assistant to the City Manager	Non-Exempt	\$3,428.74	\$3,600.18	\$3,780.19	\$3,969.20	\$4,167.66	\$7,428.94	\$7,800.38	\$8,190.40	\$8,599.92	\$9,029.92	\$89,147.25	\$93,604.61	\$98,284.84	\$103,199.09	\$108,359.04
Human Resources Technician	Non-Exempt	\$3,263.52	\$3,426.70	\$3,598.04	\$3,777.94	\$3,966.83	\$7,070.97	\$7,424.52	\$7,795.74	\$8,185.53	\$8,594.81	\$84,851.64	\$89,094.22	\$93,548.93	\$98,226.38	\$103,137.70
Deputy City Clerk	Exempt	\$3,106.27	\$3,261.58	\$3,424.66	\$3,595.90	\$3,775.69	\$6,730.25	\$7,066.76	\$7,420.10	\$7,791.11	\$8,180.66	\$80,763.01	\$84,801.16	\$89,041.22	\$93,493.28	\$98,167.94

City of Los Altos - Full Time Salary Schedule FY 22/23
 Resolution 2022-XX

LAMEA Classifications	FLSA Status	Biweekly					Monthly					Annual				
		Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Senior Engineer	Exempt	\$5,136.39	\$5,393.21	\$5,662.87	\$5,946.02	\$6,243.32	\$11,128.85	\$11,685.29	\$12,269.56	\$12,883.04	\$13,527.19	\$133,546.21	\$140,223.52	\$147,234.70	\$154,596.43	\$162,326.25
Senior Planner	Exempt	\$5,017.65	\$5,268.53	\$5,531.96	\$5,808.56	\$6,098.99	\$10,871.58	\$11,415.16	\$11,985.92	\$12,585.21	\$13,214.47	\$130,458.95	\$136,981.89	\$143,830.99	\$151,022.54	\$158,573.66
Network Systems Administrator	Non-Exempt	\$4,583.40	\$4,812.57	\$5,053.20	\$5,305.86	\$5,571.15	\$9,930.70	\$10,427.23	\$10,948.59	\$11,496.02	\$12,070.83	\$119,168.38	\$125,126.80	\$131,383.14	\$137,952.30	\$144,849.91
Associate Civil Engineer	Non-Exempt	\$4,482.75	\$4,706.89	\$4,942.23	\$5,189.35	\$5,448.81	\$9,712.63	\$10,198.26	\$10,708.17	\$11,243.58	\$11,805.76	\$116,551.56	\$122,379.13	\$128,498.09	\$134,923.00	\$141,669.15
Information Technology Analyst	Exempt	\$4,365.14	\$4,583.40	\$4,812.57	\$5,053.20	\$5,305.86	\$9,457.81	\$9,930.70	\$10,427.23	\$10,948.59	\$11,496.02	\$113,493.70	\$119,168.38	\$125,126.80	\$131,383.14	\$137,952.30
Associate Planner	Non-Exempt	\$4,233.96	\$4,445.66	\$4,667.94	\$4,901.34	\$5,146.41	\$9,173.58	\$9,632.26	\$10,113.88	\$10,619.57	\$11,150.55	\$110,083.00	\$115,587.15	\$121,366.51	\$127,434.84	\$133,806.58
Senior Building Inspector	Exempt	\$4,176.29	\$4,385.10	\$4,604.36	\$4,834.57	\$5,076.30	\$9,048.62	\$9,501.05	\$9,976.11	\$10,474.91	\$10,998.66	\$108,583.48	\$114,012.65	\$119,713.28	\$125,698.95	\$131,983.89
Assistant Civil Engineer	Non-Exempt	\$3,962.55	\$4,160.68	\$4,368.72	\$4,587.15	\$4,816.51	\$8,585.53	\$9,014.81	\$9,465.55	\$9,938.83	\$10,435.77	\$103,026.40	\$108,177.72	\$113,586.61	\$119,265.94	\$125,229.23
Accountant*	Non-Exempt	\$3,924.27	\$4,120.48	\$4,326.51	\$4,542.83	\$4,769.97	\$8,502.59	\$8,927.71	\$9,374.10	\$9,842.80	\$10,334.95	\$102,031.02	\$107,132.57	\$112,489.20	\$118,113.66	\$124,019.34
Senior Recreation Supervisor	Non-Exempt	\$3,919.58	\$4,115.56	\$4,321.34	\$4,537.40	\$4,764.28	\$8,492.43	\$8,917.05	\$9,362.90	\$9,831.04	\$10,322.60	\$101,909.11	\$107,004.56	\$112,354.79	\$117,972.53	\$123,871.16
Maintenance Supervisor	Non-Exempt	\$3,843.81	\$4,036.00	\$4,237.80	\$4,449.69	\$4,672.18	\$8,328.26	\$8,744.67	\$9,181.91	\$9,641.00	\$10,123.05	\$99,939.14	\$104,936.09	\$110,182.90	\$115,692.04	\$121,476.65
Economic Development Coordinator	Non-Exempt	\$3,842.68	\$4,034.82	\$4,236.56	\$4,448.38	\$4,670.80	\$8,325.81	\$8,742.10	\$9,179.21	\$9,638.17	\$10,120.08	\$99,909.74	\$104,905.22	\$110,150.48	\$115,658.01	\$121,440.91
Sustainability Coordinator	Non-Exempt	\$3,842.68	\$4,034.82	\$4,236.56	\$4,448.38	\$4,670.80	\$8,325.81	\$8,742.10	\$9,179.21	\$9,638.17	\$10,120.08	\$99,909.74	\$104,905.22	\$110,150.48	\$115,658.01	\$121,440.91
Public Information Coordinator	Non-Exempt	\$3,842.68	\$4,034.82	\$4,236.56	\$4,448.38	\$4,670.80	\$8,325.81	\$8,742.10	\$9,179.21	\$9,638.17	\$10,120.08	\$99,909.74	\$104,905.22	\$110,150.48	\$115,658.01	\$121,440.91
Assistant Planner	Non-Exempt	\$3,832.50	\$4,024.13	\$4,225.34	\$4,436.60	\$4,658.43	\$8,303.76	\$8,718.95	\$9,154.89	\$9,612.64	\$10,093.27	\$99,645.11	\$104,627.37	\$109,858.74	\$115,351.67	\$121,119.26
Building Inspector	Non-Exempt	\$3,778.22	\$3,967.13	\$4,165.49	\$4,373.77	\$4,592.45	\$8,186.15	\$8,595.46	\$9,025.23	\$9,476.49	\$9,950.32	\$98,233.79	\$103,145.48	\$108,302.76	\$113,717.89	\$119,403.79
Recreation Supervisor	Non-Exempt	\$3,728.46	\$3,914.89	\$4,110.63	\$4,316.16	\$4,531.97	\$8,078.34	\$8,482.26	\$8,906.37	\$9,351.69	\$9,819.27	\$96,940.08	\$101,787.09	\$106,876.44	\$112,220.26	\$117,831.27
GIS Technician	Non-Exempt	\$3,601.81	\$3,781.90	\$3,970.99	\$4,169.54	\$4,378.02	\$7,803.92	\$8,194.11	\$8,603.82	\$9,034.01	\$9,485.71	\$93,647.00	\$98,329.35	\$103,245.82	\$108,408.11	\$113,828.51
Junior Engineer	Non-Exempt	\$3,601.81	\$3,781.90	\$3,970.99	\$4,169.54	\$4,378.02	\$7,803.92	\$8,194.11	\$8,603.82	\$9,034.01	\$9,485.71	\$93,647.00	\$98,329.35	\$103,245.82	\$108,408.11	\$113,828.51
Police Records Supervisor	Non-Exempt	\$3,601.81	\$3,781.90	\$3,970.99	\$4,169.54	\$4,378.02	\$7,803.92	\$8,194.11	\$8,603.82	\$9,034.01	\$9,485.71	\$93,647.00	\$98,329.35	\$103,245.82	\$108,408.11	\$113,828.51
Construction Inspector	Non-Exempt	\$3,429.92	\$3,601.41	\$3,781.48	\$3,970.56	\$4,169.08	\$7,431.48	\$7,803.06	\$8,193.21	\$8,602.87	\$9,033.02	\$89,177.82	\$93,636.71	\$98,318.54	\$103,234.47	\$108,396.20
Engineering Technician	Non-Exempt	\$3,429.92	\$3,601.41	\$3,781.48	\$3,970.56	\$4,169.08	\$7,431.48	\$7,803.06	\$8,193.21	\$8,602.87	\$9,033.02	\$89,177.82	\$93,636.71	\$98,318.54	\$103,234.47	\$108,396.20
Information Technology Technician	Non-Exempt	\$3,314.57	\$3,480.30	\$3,654.31	\$3,837.03	\$4,028.88	\$7,181.56	\$7,540.64	\$7,917.67	\$8,313.56	\$8,729.24	\$86,178.76	\$90,487.70	\$95,012.09	\$99,762.69	\$104,750.82
Accounting Technician II	Non-Exempt	\$3,118.93	\$3,274.87	\$3,438.62	\$3,610.55	\$3,791.08	\$6,757.68	\$7,095.56	\$7,450.34	\$7,822.86	\$8,214.00	\$81,092.13	\$85,146.73	\$89,404.07	\$93,874.27	\$98,567.99
Permit Technician	Non-Exempt	\$3,035.24	\$3,187.01	\$3,346.36	\$3,513.67	\$3,689.36	\$6,576.36	\$6,905.18	\$7,250.44	\$7,612.96	\$7,993.61	\$78,916.34	\$82,862.16	\$87,005.27	\$91,355.53	\$95,923.31
Executive Assistant	Non-Exempt	\$2,943.64	\$3,090.83	\$3,245.37	\$3,407.64	\$3,578.02	\$6,377.89	\$6,696.79	\$7,031.63	\$7,383.21	\$7,752.37	\$76,534.74	\$80,361.48	\$84,379.55	\$88,598.53	\$93,028.45
Recreation Coordinator	Non-Exempt	\$2,831.69	\$2,973.27	\$3,121.94	\$3,278.03	\$3,441.93	\$6,135.32	\$6,442.09	\$6,764.19	\$7,102.40	\$7,457.52	\$73,623.89	\$77,305.08	\$81,170.34	\$85,228.86	\$89,490.30
Facilities Coordinator	Non-Exempt	\$2,831.69	\$2,973.27	\$3,121.94	\$3,278.03	\$3,441.93	\$6,135.32	\$6,442.09	\$6,764.19	\$7,102.40	\$7,457.52	\$73,623.89	\$77,305.08	\$81,170.34	\$85,228.86	\$89,490.30
Lead Records Specialist	Non-Exempt	\$2,748.00	\$2,885.40	\$3,029.67	\$3,181.16	\$3,340.22	\$5,954.01	\$6,251.71	\$6,564.29	\$6,892.51	\$7,237.13	\$71,448.10	\$75,020.51	\$78,771.53	\$82,710.11	\$86,845.62
Accounting Technician I	Non-Exempt	\$2,708.42	\$2,843.84	\$2,986.04	\$3,135.34	\$3,292.11	\$5,868.25	\$6,161.66	\$6,469.75	\$6,793.23	\$7,132.90	\$70,419.02	\$73,939.97	\$77,636.96	\$81,518.81	\$85,594.75
Records Specialist	Non-Exempt	\$2,495.82	\$2,620.61	\$2,751.64	\$2,889.22	\$3,033.69	\$5,407.61	\$5,677.99	\$5,961.89	\$6,259.99	\$6,572.99	\$64,891.34	\$68,135.91	\$71,542.71	\$75,119.84	\$78,875.83
Accounting Office Assistant I	Non-Exempt	\$2,381.60	\$2,500.68	\$2,625.72	\$2,757.00	\$2,894.85	\$5,160.14	\$5,418.15	\$5,689.06	\$5,973.51	\$6,272.18	\$61,921.69	\$65,017.77	\$68,268.66	\$71,682.10	\$75,266.20
Office Assistant II	Non-Exempt	\$2,372.56	\$2,491.18	\$2,615.74	\$2,746.53	\$2,883.86	\$5,140.54	\$5,397.57	\$5,667.44	\$5,950.82	\$6,248.36	\$61,686.47	\$64,770.79	\$68,009.33	\$71,409.80	\$74,980.29
Office Assistant I	Non-Exempt	\$2,130.55	\$2,237.08	\$2,348.93	\$2,466.38	\$2,589.70	\$4,616.19	\$4,847.00	\$5,089.35	\$5,343.82	\$5,611.01	\$55,394.33	\$58,164.05	\$61,072.25	\$64,125.86	\$67,332.16

City of Los Altos - Full Time Salary Schedule FY 22/23
 Resolution 2022-XX

POA Classifications	FLSA Status	Biweekly					Monthly					Annual				
		Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Police Sergeant	Non-Exempt	\$5,113.44	\$5,369.11	\$5,637.57	\$5,919.45	\$6,215.42	\$11,079.12	\$11,633.08	\$12,214.73	\$12,825.47	\$13,466.74	\$132,949.47	\$139,596.95	\$146,576.80	\$153,905.63	\$161,600.92
Police Agent	Non-Exempt	\$4,549.22	\$4,776.68	\$5,015.52	\$5,266.29	\$5,529.61	\$9,856.65	\$10,349.48	\$10,866.96	\$11,410.30	\$11,980.82	\$118,279.78	\$124,193.77	\$130,403.46	\$136,923.63	\$143,769.82
Police Officer	Non-Exempt	\$4,333.07	\$4,549.72	\$4,777.21	\$5,016.07	\$5,266.87	\$9,388.31	\$9,857.73	\$10,350.62	\$10,868.15	\$11,411.55	\$112,659.76	\$118,292.75	\$124,207.39	\$130,417.76	\$136,938.65
Lead Communications Officer	Non-Exempt	\$4,235.33	\$4,447.10	\$4,669.45	\$4,902.93	\$5,148.07	\$9,176.55	\$9,635.38	\$10,117.15	\$10,623.00	\$11,154.15	\$110,118.61	\$115,624.54	\$121,405.77	\$127,476.06	\$133,849.86
Police Officer Trainee	Non-Exempt	\$4,125.78	\$4,332.07	\$4,548.67	\$4,776.11	\$5,014.91	\$8,939.19	\$9,386.15	\$9,855.46	\$10,348.23	\$10,865.64	\$107,270.31	\$112,633.83	\$118,265.52	\$124,178.79	\$130,387.73
Communications Officer	Non-Exempt	\$3,848.51	\$4,040.93	\$4,242.98	\$4,455.13	\$4,677.89	\$8,338.43	\$8,755.36	\$9,193.12	\$9,652.78	\$10,135.42	\$100,061.21	\$105,064.27	\$110,317.48	\$115,833.35	\$121,625.02
Community Service Officer	Non-Exempt	\$3,088.01	\$3,242.41	\$3,404.53	\$3,574.76	\$3,753.50	\$6,690.69	\$7,025.23	\$7,376.49	\$7,745.31	\$8,132.58	\$80,288.29	\$84,302.71	\$88,517.84	\$92,943.73	\$97,590.92

City of Los Altos - Full Time Salary Schedule FY 22/23
 Resolution 2022-XX

Teamsters Classifications	FLSA Status	Biweekly					Monthly					Annual				
		Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Senior Maintenance Technician	Non-Exempt	\$3,416.73	\$3,587.56	\$3,766.94	\$3,955.29	\$4,153.05	\$7,402.91	\$7,773.05	\$8,161.71	\$8,569.79	\$8,998.28	\$88,834.91	\$93,276.65	\$97,940.48	\$102,837.51	\$107,979.38
Senior Wastewater Maintenance Worker*	Non-Exempt	\$3,416.73	\$3,587.56	\$3,766.94	\$3,955.29	\$4,153.05	\$7,402.91	\$7,773.05	\$8,161.71	\$8,569.79	\$8,998.28	\$88,834.91	\$93,276.65	\$97,940.48	\$102,837.51	\$107,979.38
Equipment Mechanic	Non-Exempt	\$3,106.12	\$3,261.42	\$3,424.49	\$3,595.72	\$3,775.50	\$6,729.92	\$7,066.41	\$7,419.73	\$7,790.72	\$8,180.26	\$80,759.01	\$84,796.96	\$89,036.80	\$93,488.64	\$98,163.08
Maintenance Leadworker	Non-Exempt	\$3,106.12	\$3,261.42	\$3,424.49	\$3,595.72	\$3,775.50	\$6,729.92	\$7,066.41	\$7,419.73	\$7,790.72	\$8,180.26	\$80,759.01	\$84,796.96	\$89,036.80	\$93,488.64	\$98,163.08
Maintenance Technician	Non-Exempt	\$3,106.12	\$3,261.42	\$3,424.49	\$3,595.72	\$3,775.50	\$6,729.92	\$7,066.41	\$7,419.73	\$7,790.72	\$8,180.26	\$80,759.01	\$84,796.96	\$89,036.80	\$93,488.64	\$98,163.08
Wastewater Maintenance Worker II*	Non-Exempt	\$3,106.12	\$3,261.42	\$3,424.49	\$3,595.72	\$3,775.50	\$6,729.92	\$7,066.41	\$7,419.73	\$7,790.72	\$8,180.26	\$80,759.01	\$84,796.96	\$89,036.80	\$93,488.64	\$98,163.08
Wastewater Maintenance Worker I*	Non-Exempt	\$2,818.12	\$2,959.02	\$3,106.97	\$3,262.32	\$3,425.44	\$6,105.92	\$6,411.21	\$6,731.77	\$7,068.36	\$7,421.78	\$73,271.01	\$76,934.56	\$80,781.28	\$84,820.35	\$89,061.37
Maintenance Worker II	Non-Exempt	\$2,818.12	\$2,959.02	\$3,106.97	\$3,262.32	\$3,425.44	\$6,105.92	\$6,411.21	\$6,731.77	\$7,068.36	\$7,421.78	\$73,271.01	\$76,934.56	\$80,781.28	\$84,820.35	\$89,061.37
Maintenance Worker I	Non-Exempt	\$2,492.03	\$2,616.63	\$2,747.47	\$2,884.84	\$3,029.08	\$5,399.40	\$5,669.37	\$5,952.84	\$6,250.49	\$6,563.01	\$64,792.86	\$68,032.50	\$71,434.12	\$75,005.83	\$78,756.12

City of Los Altos - Part-Time Hourly Rate Schedule FY 22/23

Resolution 2022-XX

<i>Part-Time Classifications Title</i>	<i>FLSA Status</i>	<i>Employment Status</i>	<i>Rate Type</i>	<i>Min</i>	<i>Max</i>
Network Engineer	Non-Exempt	Part-Time	Hourly	\$50.00	\$75.00
Public Safety Specialist - Dispatch	Non-Exempt	Part-Time	Hourly	\$51.00	\$68.34
Project Manager	Non-Exempt	Part-Time	Hourly	\$42.50	\$66.30
Property & Evidence CSO	Non-Exempt	Part-Time	Hourly	\$43.12	\$52.41
Emergency Preparedness Coordinator	Non-Exempt	Part-Time	Hourly	\$35.70	\$51.00
Police Officer (Reserve) - Level I	Non-Exempt	Part-Time	Hourly	\$49.00	\$49.00
Department Support Specialist	Non-Exempt	Part-Time	Hourly	\$35.70	\$45.90
IT Technician	Non-Exempt	Part-Time	Hourly	\$32.64	\$45.90
Parking Enforcement Officer	Non-Exempt	Part-Time	Hourly	\$35.70	\$42.84
Public Safety Specialist - Records	Non-Exempt	Part-Time	Hourly	\$26.52	\$42.84
Project Coordinator	Non-Exempt	Part-Time	Hourly	\$30.60	\$40.80
Preschool Teacher III	Non-Exempt	Part-Time	Hourly	\$25.00	\$31.67
Recreation Specialist	Non-Exempt	Part-Time	Hourly	\$25.00	\$30.00
Clerical Assistant II	Non-Exempt	Part-Time	Hourly	\$23.75	\$29.16
Maintenance Worker I	Non-Exempt	Part-Time	Hourly	\$22.44	\$27.54
Preschool Teacher II	Non-Exempt	Temporary	Hourly	\$20.50	\$24.75
Clerical Assistant I	Non-Exempt	Part-Time	Hourly	\$17.75	\$22.75
Recreation Leader III	Non-Exempt	Seasonal	Hourly	\$18.75	\$21.75
Facility Attendant	Non-Exempt	Part-Time	Hourly	\$16.40	\$20.60
Intern	Non-Exempt	Temporary	Hourly	\$16.40	\$20.40
Preschool Teacher I	Non-Exempt	Temporary	Hourly	\$16.40	\$19.75
Recreation Leader II	Non-Exempt	Seasonal	Hourly	\$16.75	\$18.75
Recreation Leader I	Non-Exempt	Seasonal	Hourly	\$16.40	\$16.75
Council Member	Non-Exempt	Part-Time	Stipend	Stipend \$300.00 / Month	
Police Officer (Reserve) - Level II	Non-Exempt	Per-Diem	Stipend	Stipend \$200.00 / Month	

MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF LOS ALTOS
AND
SANITARY TRUCK DRIVERS AND HELPERS
UNION LOCAL 350
July 1, 2022 – June 30, 2027

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MEMORANDUM OF UNDERSTANDING

BETWEEN

CITY OF LOS ALTOS

AND

**SANITARY TRUCK DRIVERS AND HELPERS
UNION LOCAL 350**

July 1, 2022 – June 30, 2027

PREAMBLE

This Memorandum of Understanding is entered into by the City of Los Altos (hereinafter referred to as the City) and by SANITARY TRUCK DRIVERS AND HELPERS TEAMSTERS UNION LOCAL 350 (hereinafter referred to as the UNION) as a result of meeting and conferring in good faith regarding matters related to wages, hours and/or other items and conditions of employment between the employees represented by the Union and the City pursuant and subject to Sections 3500-3510 of the Government Code of the State of California. Employee, for the purposes of this Memorandum of Understanding shall mean an employee appointed to a classification within the Teamsters unit.

This Agreement is to set out those items on which the City and Union have reached Agreement, so that these items will not have to be renegotiated during the term of the contract. The term of this Agreement is from July 1, 2022 to June 30, 2027, having been ratified by the Teamsters on XX/XX/2022 approved and accepted by the City Council on XX/XX/2022.

Either party can re-open a portion or portions of this contract, as defined below, for negotiations through a limited re-opener for the sole purpose of discussing and considering three items of this contract in the fiscal year 2025-2026. and three items of this contract in fiscal year 2026-2027. During the initial three-year term, the contract may also be reopened through mutual consent of the union and the City Manager.

An “item” for the purpose of the said limited re-opener shall be limited to single term/condition or benefit, e.g. Class B License Pay; and shall not mean an entire article of the Memorandum of Understanding, e.g. Article 9.5 – Licenses and Certificates. A request to re-open contract negotiations for this limited purpose must be issued in writing the dates listed below by the requesting party. The written request must be submitted between the following dates:

- March 31, 2024 and May 15, 2024 for the fiscal year 2025-2026 reopening
- March 31, 2025 and May 15, 2025 for the fiscal year 2026-2027reopening

Upon receipt of such timely written request, the parties agree to meet and confer in good faith; however, the Union understands and agrees that no right to any additional benefit, including but not limited to, cost of living or health and welfare benefit increase, is conferred by this Agreement or any limited re-opener negotiations.

ARTICLE 1. RECOGNITION

Pursuant to City policies and procedures and Section 3500-3510 of the government Code of the State of California, the City recognizes the Union as the exclusive representative of a representation unit consisting of all full-time employees in the classifications listed in Appendix A attached. This unit shall, for purposes of identification, be entitled the Teamster Unit.

ARTICLE 2. NO DISCRIMINATION

The City and Union agree that no person covered by this agreement hereto shall be discriminated against because of race, religious creed, political affiliation, color, national origin, ancestry, union activity, disability, marital status, sex, age, or sexual orientation, unless such factor is a bona fide occupational qualification or such action is required to comply with Federal or State law.

ARTICLE 3. SECURITY PROVISIONS

3.1 Dues Deduction

Payroll deductions for membership dues shall be granted by the City to the Union. The following procedures shall be observed in the withholding of employee earnings:

- (a) Payroll deductions shall be for an amount set by the Union, and shall not include fines. The Union may change the fixed uniform dollar amount by giving the City thirty (30) days notice of any such change. Dues deductions shall be made upon notice from the Union of an employee's desire for dues deduction.
- (b) Authorization, cancellation or modification of payroll deduction shall be made upon written request and confirmation in writing from the Union. The City shall direct unit members to the Union if they so request to cancel or change dues deductions. Dues deductions may be revoked only by certification from the Union pursuant to the terms of the unit member's written authorization. The voluntary payroll deduction authorization shall remain in effect until employment with the City is terminated or until written notice to cancel or modify the deduction is received by the City from the Union. Unit members may authorize dues deductions only for the organization certified as the recognized employee organization of the unit to which such unit members are assigned.
- (c) Amounts deducted and withheld by the City shall be transmitted to the Union, at the address specified.

- (d) When an employee is in a non-pay status for an entire pay period (currently two weeks), no withholding will be made to cover that pay period from future earnings nor will the employee deposit the amount with the City which would have been withheld if the employee had been in pay status during that pay period. In the case of an employee who is in a non-pay status during a part of the pay period, and the salary is not sufficient to cover the full withholding no deduction shall be made. In this connection, all required deductions have priority over the Union dues deduction.
- (e) The Union shall refund to the City an amount paid to it in error upon presentation of supporting evidence.
- (f) The Union shall indemnify defend and hold harmless the City and its officials, representatives and agents against any and all claims, demands, suits or other forms of liability (monetary or otherwise) and for all reasonable legal costs that shall arise out of or by reason of action taken or not taken by the City in complying with the provisions of this Article. The Union's indemnity and liability obligation is more fully set forth as follows:
 - 1. The Union shall defend, indemnify and hold harmless the City and its officers and employees from any claim, loss, liability, cause of action or administrative proceeding arising out of the operation of this Article. Upon commencement of such legal action, administrative proceeding, or claim, the Union shall have the right to decide and determine whether any claim, administrative proceeding, liability, suit or judgment made or brought against the City or its officers and employees because of any application of this Article shall or shall not be compromised, resisted, defended, tried or appealed. Any such decision on the part of the Union shall not diminish the Union's defense and indemnification obligations under this Agreement.
 - 2. The City, immediately upon receipt of notice of such claim, proceeding or legal action shall inform the Union of such action, provide the Union with all information, documents, and assistance necessary for the Union's defense or settlement of such action and fully cooperate with the Union in providing all necessary employee witnesses and assistance necessary for such defense.
 - 3. The Union, upon its compromise or settlement of such action or matter shall timely pay the parties to such action all such sums due under such settlement or compromise. The Union, upon final order and judgment of a Court of competent jurisdiction awarding damages or costs to any employee, shall pay all sums owing under such order and judgment.
- (g) It is specifically agreed that any dispute between the City and the Union concerning the amount of the uniform dues deduction and/or the responsibilities of the Union with respect to these matters shall be resolved in

accordance with the grievance procedures set forth in this MOU. The Union hereby expressly waives any right to file an unfair labor practice charge with the Public Employment Relations Board regarding any dispute between the City and the Union arising under this Article 3.

ARTICLE 4. UNION RIGHTS

4.1 Meet and Confer

The Union will be notified and given the opportunity to meet and confer prior to changes in terms and conditions of employment which are within the scope of representation as defined by the Meyers Milias Brown Act. The City retains the right to act on matters within the scope of representation after discharging all of its obligation under the Meyers Milias Brown Act.

4.2 New Employee Notification

When an employee is hired in any of the covered job classifications, the City shall notify the employee that the Union is the exclusive recognized bargaining representative for that classification in said unit and shall inform the employee of his/her right to join and participate in activities of the Union.

- (a) The City will provide a written statement to each new employee hired into a classification in the bargaining unit represented by the Union, that the employee's classification is represented by the Union and the name of a representative of the Union. The City will provide the employee with a packet of information that has been supplied by the Union and a membership application form.
- (b) The City will notify the union, in writing, no less than ten (10) business days in advance of any new employee orientation (same as first day of work at the City) who joins the bargaining unit whether by hire, transfer or otherwise specified. Email notification to the Union will suffice. The ten (10) business day advance notice for new employee orientation may be shortened only when there is an urgent need critical to the employer's operations that was not reasonably foreseeable (e.g. the employee's first day of work in the bargaining unit position is less than ten (10) business days after the hiring decision) in which case the City shall provide as much advanced notice as practicable and must provide the Union the rationale for the exception in writing.
- (c) The new employee orientation notice provided to the Union will include the date, time and location of the orientation. The City agrees that it will not disclose the date, time, or place of any such new employee orientation(s) to anyone other than the employees who are to attend the orientation, the Union, or a vendor that is contracted to provide a service for purposes of orientation.
- (d) The City shall allow two (2) bargaining unit representatives designated by the Union to meet with the new employee(s) during new employee orientation. It is anticipated that this meeting would require approximately thirty (30) minutes

in order to provide information about the MOU and related matters. Management representatives will excuse themselves during the Union portion of the orientation.

- (e) Bargaining unit members attending orientation as the Union representative shall be given paid release time sufficient to cover the Union’s presentation and travel time. On the rare occasion that the bargaining unit representatives are not available to attend a new employee orientation, the Union will provide the names of two alternative unit members who they wish to be released at least forty-eight (48) hours in advance to Human Resources Manager or designee.

4.3 Unit Member Contact Information

The City will provide the Union or designee, by email, an excel spreadsheet listing the names and contact information (listed below) of any newly hired employee within thirty (30) days of the date of hire or by the first pay period of the month following the employee joining the bargaining unit, whichever is sooner. The City will also provide cellular phone numbers and personal email addresses if on file with the City.

The contact information the City will provide is as follows:

- (a) Employee name
- (b) Job title
- (c) Department
- (d) Work location
- (e) Work phone number
- (f) Home phone number
- (g) Home address

The City will provide the same information to the Union in the same format for all employees in the classifications covered by the MOU every one hundred and twenty (120) calendar days, which will be established as every September, January and May. Contact information updates provided to the City since the last Employee Data Sheet was sent will be reflected in the next scheduled update.

4.4 City Agreement Not to Disclose Personal Contact Information

The City agrees that personal contact information of unit members (e.g. home address, personal phone number, personal email address) is private information not to be disclosed except in the manner authorized by law to any third party other than the Union. The City further agrees to give the Union reasonably immediate notice of any such requests from a third party prior to releasing such information to the requesting party.

Upon written request of any employee, the City shall not disclose an employee's home address, home telephone number, personal cellular telephone number, personal email address or birth date to the Union.

4.5 City Communications to Unit Members Concerning Union Rights

If the City chooses to disseminate a communication to unit members or applicants to be unit members concerning public employees' rights to join or support an employee organization, or to refrain from joining or supporting an employee organization, the City shall meet and confer with the Union concerning the content of the communication before dissemination.

If the City and the Union cannot reach agreement and the City elects to proceed with its proposed mass communication, the City must also distribute, at the City's expense and in the same format and manner of delivery as utilized for the City's communication, a communication of reasonable length provided by the Union.

The City will remain neutral in all communications to unit members about whether to join or support the Union and will not discourage or deter Union membership or support.

4.6 Bulletin Board

The City shall provide the Union with a dedicated bulletin board at a location in the MSC hallway to be agreed upon by both Parties. The board shall be used for the following subjects:

- (a) Information on Union elections, reports and notices;
- (b) Reports of official business of the Union; and
- (c) Scheduled membership benefits, programs and promotions;

The bulletin board shall not contain any derogatory, defamatory, or inflammatory statements concerning the City or City personnel, nor any material that would impair City operations. Prior to posting of any material on the designated bulletin board, the Union shall provide one (1) copy of the material to the Department Head or designee.

4.7 Access To Union Representatives

Membership meetings, organizing activities, membership campaigns, or dues collecting by Union or their representative on City premises or at work locations/sites during regular hours of work shall not be permitted.

Representative of the Union shall be granted reasonable access to employee work locations/sites to investigate matters relating to employer-employee relations, unless such access to given work locations/sites would constitute a safety hazard or would interfere with the operations of the City. Access to work locations/sites shall be regulated by the City so as not to constitute a safety hazard or to interfere with operations of the City. Representatives of the Union shall not enter a work

location/site without advance notification to the Assistant to the City Manager/Personnel Director or his/her duly authorized representative.

4.8 Steward

The Union shall have the right to certify one (1) steward to represent other employees in disciplinary or grievance matters. The Steward may have one (1) alternate steward whose sole purpose shall be to serve in the absence of the steward.

The Union shall notify the City in writing of the name of the steward. Stewards shall conduct their representation activities on their own time and on the employee's own time, unless prior approval has been received from the appropriate supervisor, or manager in order to leave the job site. Time off without loss of compensation shall be allowed for management approved meetings.

4.9 Meeting Places

The Union shall have the same right as any other private organization to reserve City meeting rooms and facilities during non-working hours. Use of such meeting rooms and facilities shall be subject to established city policies and procedures for rental of such facilities.

ARTICLE 5. MANAGEMENT RIGHTS

5.1 Rights Retained

The City reserves all rights with respect to matters of general legislative, managerial and financial policy including, among others: the exclusive right to determine the mission of its constituent departments, commissions and boards; set standards and the levels of service; determine the procedure and standards of selection for employment; direct and schedule its employees; establish and enforce performance standards; take disciplinary action; relieve its employees of duties because of lack of work or for other legitimate reasons; maintain the efficiency of government operations; determine the methods, means and personnel by which governmental operations are to be conducted; require overtime; take all necessary actions to carry out its mission in emergencies; and exercise complete control and discretion over its organization and technology of performing its work. These rights shall be limited only as specified in the Agreement.

Nothing in this Article shall be construed to limit, amend, decrease, revoke or otherwise modify the rights vested in the City by and law regulating, authorizing or empowering the City to act or refrain from acting.

5.2 Impact on Bargaining Unit

The exercise of such rights shall not preclude the Union from meeting and conferring with City representatives about the impact that decisions on these matters may have on wages, benefits, and other terms and conditions of employment.

ARTICLE 6. LAYOFF AND RECALL

6.1 Definition of Layoff

Layoff means the elimination of an employee’s classification or position.

6.2 Reason for Layoff

The City in its discretion shall determine whether layoffs are necessary unless it is clearly established that such a determination is arbitrary. Although not limited to the following, layoffs shall ordinarily be for lack of work, material change in duties or organization, and/or lack of funds.

6.3 Notification of Layoff

Employees laid off due to the above reasons will be given written notice, either by certified mail or hand delivery, at least thirty (30) calendar days before the effective date of the layoff. A copy of such notice will be given to the Union.

6.4 Order of Layoff

If it is determined that layoffs are necessary, the City will not keep temporary employees in classifications otherwise represented by this unit performing bargaining unit work. If necessary, bargaining unit members will be laid off in the following order:

- (a) Probationary employees;
- (b) In the event of further reductions in force, employees will be laid off from the affected classification in accordance with their seniority, as defined in this section;
- (c) In the event of a tie in seniority, as defined in this section, employees will be laid off from the affected classifications in accordance with their ability to perform the remaining work available without further training, to be determined by the Department Head.

6.5 Seniority

For purposes of this section, Seniority means an employee’s length of continuous full-time service for the City since his / her last date of hire, less any approved leaves of absence greater than thirty (30) days, unless otherwise required by law.

6.6 Reassignment

In lieu of layoff, the City may at its discretion (after consulting with the department head concerned) offer the employee(s) whose position is subject to elimination, the opportunity to transfer to a current vacant position.

6.7 Reemployment Rights

Employees who are laid off and whose last performance review was satisfactory or better shall be placed on a recall list for a period of one (1) year. An employee’s name will remain on the list for one (1) year, or until he/she is offered an equal or comparable position in the laid off class, whichever comes first. If there is a recall, employees who are still on the recall list shall be recalled, in the inverse order of their layoff, provided he/she is presently qualified to perform the work in the job classification to which he/she is recalled without further training.

If an employee is recalled to a position in a lower rated job classification, he/she shall have the right to return to the job classification he/she held prior to being laid off in the event it subsequently becomes available. If an employee is recalled to a lower rated job classification, the employee shall have the right to refuse the recall. The City shall not hire new employees in bargaining unit positions so long as there are still employees on the recall list who are presently qualified to perform the work in the affected job classification and are willing to be recalled to said classification.

- (a) Employees, who accepted demotions in lieu of layoff, will be granted the same reemployment right as laid off employees.
- (b) Employees on reemployment lists shall have the right to apply for promotional positions.
- (c) Employees on reemployment lists eligible for recall shall be given written notice of recall. The notice may be hand-delivered or sent by certified mail or registered mail with a copy to the Union, provided that the employee must notify the City of his/her intention to return within three (3) days after receiving notice of recall. The City shall be deemed to have fulfilled its obligations by mailing the recall notice by registered mail, return receipt requested, to the mailing address provided by the employee, it being the obligation and responsibility of the employee to provide the City with his/her latest mailing address.

6.8 Full Rights

Employees who are laid off and are subsequently rehired within the one (1) year reemployment period will have their vacation accrual rate, and accumulated sick leave balance restored to the level they were at upon separation.

ARTICLE 7. PAY RATES AND PRACTICES

7.1 Salaries

Effective the pay period that included July 1 of each fiscal year that this agreement covers, represented classifications base salary will be adjusted as follows:

- 1. 7/1/22 5% across all classification.
- 2. 7/1/23 CPI then Market Adjustments (Minimum of 3%, Maximum of 3.5%)
- 3. 7/1/24 CPI then Market Adjustments (Minimum of 3%, Maximum of 3.5%)
- 4. 7/1/25 Market Range Adjustments (salary adjustment applied to classification)
- 5. 7/1/26 Market Range Adjustments (salary adjustment applied to classification)

The percentage increase above of 3% to 3.5 percent for the 7/1/23, 7/1/24 adjustments shall be referred to hereinafter as "minimum/maximum". The percentage increases above shall be based on the wage rate then in effect. For example, if the Index for 2023 as described below is 2.5 %, the wage increase applied to the July 1, 2023, classification schedule shall be of 3.0 %, plus the market rate adjustment increase

described below for the applicable years. CPI adjustment shall be based on April 12-month Consumer Price Index for the San Francisco Bay Area set by the U.S. Bureau of Labor Statistics for the respective year.

Market Adjustment

Market adjustment shall be determined by taking the 50th percentile of the maximum annual pay rate of the peer cities equivalent classification. This calculated annual pay rate amount will be a % above or below the current maximum annual pay rate for the City of Los Altos’ represented classification. If the City of Los Altos represented classification is below market, the classification will be adjusted by the calculated percentage necessary to bring the pay rate to the 50th percent of the market.

Market Range Adjustment

Similar to the above “Market Adjustment”, except the percentage increase necessary to bring the pay rate to the 50th percent of the market shall not be automatically adjusted for the incumbent in the represented classification effective the pay period that includes July 1. Instead, the range for the classification shall be increased based on the 50th percentile of the maximum annual pay rate of the peer cities equivalent classification, The incumbent of the represented classification shall be eligible for a step increase based on merit, up to the new maximum for the classification, on their annual review date.

Peer Cities

The peer cities used for the determination of market adjustments shall be based on likeness to the City of Los Altos using the following factors (Population, number of Full-Time Equivalent positions, agency expenditures, expenditures per capita, and geographic proximity). On each comparable factory, a rank of 1 or 0.5 shall be assigned (1 being like, 0 being unlike). The top 6 peer cities shall be used for market adjustments. If a peer city lacks a comparable classification, the next peer city with a comparable classification will be used.

Effective March 1, 2023, and every MOU year thereafter, the Union shall be provided with the list of the Peer Cities included in the comparable survey. List shall include the “likeness factors” described above.

Salaries for all represented classifications for year 2022-2023 are listed in Appendix A.

7.2 Step Increases

Pay increases within the established pay range shall not be automatic, but shall depend upon increased service value of an employee to the City as shown by recommendations of the supervisor, performance, and length of service, special training taken, or other pertinent evidence.

The A (first) Step is the minimum rate and should normally be the hiring rate for the classification. The City Manager or designee may hire above this step in case of an unusually well qualified person or in a tight labor market, or when such action in his/her opinion clearly appears to be in the best interests of the City.

The B (second) Step is an incentive adjustment to encourage an employee to improve his/her work. An employee shall be eligible for consideration of a merit increase to the B (second) Step after six (6) months of continuous service. Such merit increase shall be given only if recommended by the department head and approved by the City Manager or designee. Normally, an employee whose performance does not justify a merit increase to the B (second) Step should be released.

The C (third) Step is the rate at which an employee should be paid after satisfactory performance in a given classification with not less than one (1) years' service at the B (second) Step.

A merit increase to the C (third) Step shall be granted only upon recommendation of the department head and approval of the City Manager or designee.

The D (fourth) Step should be granted only after the employee has served a minimum of one (1) year at the C (third) step and upon recommendation of the department head that the employee's work is fully satisfactory and upon approval of the City Manager or designee.

The E (fifth) Step is the rate for a fully qualified and experienced employee. An employee should be eligible for consideration for adjustment to this step only after serving a minimum of one (1) year at the D (fourth) Step and upon recommendation of the department head and the approval of the City Manager or designee.

The E (fifth) Step shall be considered maximum pay for competent performance of all the duties accruing to the individual position by an experienced and qualified employee.

7.3 Flexibly Staffed Positions

Certain positions in the Association will be flexibly staffed to promote qualified incumbents from lower classifications to higher classifications without conducting a competitive recruitment process. Flexibly staffed positions also provide managers the flexibility to make appointments at either the lower or higher classification, depending on the needs of the department and the candidates' qualifications.

The flexibly staffed Association positions are as follows:

- Maintenance Worker I/II
- Equipment Mechanic I/II

1. Flexibly Staffed Promotion Criteria for Maintenance Worker I/II

To be eligible for promotion from a MWI to a MWII, regardless of openings in the classification, the incumbent MWI must have:

1. Passed probation
2. Worked for the City for two continuous years in the MWI classification with satisfactory annual performance evaluations
3. Obtains a Class B California Driver's License**

4. Obtain at least one of the following:
 - Qualified Applicator Certification
 - CWEA Grade 1
 - Maintenance Superintendents Association - Public Works Technician

Employees who previously received a flexibly staffed promotion to MWII who received a “OSHA Electrical Certification” will have 12 months to complete the coursework required to obtain a Maintenance Superintendents Association – Public Works Technician Certificate. Thereafter will be required to complete at least one Maintenance Superintendents Association Class per year.

Employees who satisfy the criteria will be promoted upon recommendation of the Department Head.

**Substitution from obtaining a Commercial Driver’s License requirement may be possible, however criteria for a suitable substitution, are at the discretion of the Department Head, or City Manager dependent of the Employee’s classification and customary job duties.

2. **Flexibly Staffed Promotion Criteria for Equipment Mechanic I/II**
To be eligible for promotion from a Equipment Mechanic I to a Equipment Mechanic II, regardless of openings in the classification, the incumbent Equipment Mechanic I must have:

1. Passed probation
2. Worked for the City for two continuous years in the Equipment Mechanic I classification with satisfactory annual performance evaluations
3. Obtain at least four of the following:
 - ASCE – Engine Repair
 - ASCE Automatic Transmission/Transaxle
 - ASCE – Manual Drive Train & Axles
 - ASCE Suspension & Steering
 - ASCE Brakes
 - ASCE Electrical/Electronic Systems
 - ASCE Heating & Air Conditioning
 - ASCE – Engine Performance
 - ASCE Light Vehicle Diesel Engines

Employees who satisfy the criteria will be promoted upon recommendation of the Department Head.

3. **Flexibly Staffed Promotion Probationary Period**

Employees who move from a lower classification into a higher classification within a flexibly staffed classification will be on promotional probation for six (6) months. The promotional probationary period may be extended an additional six (6) months at the discretion of the Human Resources Manager or designee. An employee rejected during the probationary period from the higher classification will be reinstated to his or her previous lower classification unless the employee is dismissed for cause. After completion of probation, an employee must maintain the certification that served as the prerequisite to moving to the MWII classification and must satisfy all other requirements of the MWII classification.

4. **Flexibly Staffed Promotion Pay Rate**

Employees who move from a lower classification into a higher classification within a flexibly staffed classification will be placed at Step A of the higher classification or the step immediately above their current step, whichever is greater.

5. **Flexibly Staffed Promotion Effective Date**

Flexibly staffed promotions shall begin on the first full pay period after the employee has submitted documentation to the department head or designee that shows the requisite criteria has been attained. Each employee is singularly responsible for submitting all documentation to qualify for a Flexibly Staffed Promotion

7.4 **Mileage Reimbursement**

Employees required to travel on City business shall either be provided with a City vehicle or reimbursed for transportation expenses. City business does not include travel from home to work.

Employees required to use their private automobiles for City related business shall be reimbursed for all such authorized travel at the current IRS rate. Employees using their private vehicles must maintain appropriate automobile insurance coverage.

7.5 **Promotion**

“Promotion” is the appointment of an employee to a position in another classification with a higher top step base salary. An employee shall receive a minimum five percent (5%) increase to their base salary when they are promoted.

ARTICLE 8. HOURS OF WORK, OVERTIME, STANDBY/CALL-OUT PAY

8.1 **Work Schedule**

Employees shall be assigned to regularly-scheduled work shifts with standard daily start and stop times. Should it be necessary, in the interest of efficient operations, or due to a special event or circumstances to temporarily modify an employee’s regular work schedule, the City shall give at least five (5) working days notice of such change to the affected employee(s). The City will notify the Union prior to implementing any

permanent work schedule change no less than thirty (30) calendar days prior to the proposed change. Nothing herein shall prohibit the City from adjusting an employee’s work hours or days. Work schedules shall not be unjustly changed.

8.2 Ten Hours of Rest

Consecutive Shifts / Ten Hour Rest Period: An employee who works their entire shift or longer will receive no less than ten (10) hours of time off before returning to duty or other required work assignments (required on-call emergency response, training, etc.). In no event shall an employee be required to work more than sixteen (16) consecutive hours. In the event the ten (10) hour rest period between shifts includes time that the employee would normally be scheduled to work, the Employee may use any compensated time off available (vacation, floating holiday, comp time or non-compensated time off) to cover for said period. However, an employee will return to work to complete his/her normal shift if there is any time remaining on his/her shift after the ten (10) hour rest period is completed. These provisions do not apply to special events or voluntary training. The ten (10) hour rest period requirement can be waived if mutually agreed to by the employee and the employee’s supervisor. Exceptions to the above are:

- a. Unforeseen emergency situations such as; natural disasters or other extraordinary events. Backfilling for sick calls or common staffing issues do not constitute an emergency for the purposes of this section.
- b. It is understood that special work assignments can be exempt from these provisions and will occasionally require employees assigned to those assignments to work beyond sixteen (16) hours or to require employees to return to duty prior to the ten (10) hour rest period. However, when practical, the Supervisor of the employee will make every effort to comply with the provisions above.

Employees should notify their supervisors as soon as practical to ensure that proper staffing is maintained.

8.3 Alternative Work Schedules

Upon written request by an employee, the Department Head or designee and the employee’s immediate supervisor/manager shall consider allowing the employee to work an alternative work schedule. This schedule will only be approved if it maintains established levels of service and is transparent to the public. In addition, this scheduling will be subject to the conditions, limitations and procedures outlined in the City’s Administrative Policies.

Work schedules have been and will continue to be determined by the Department Head based upon the need to provide service to the public. These schedules will continue to be administered by the Department Head. The Department Head or designee will work with the employee’s immediate supervisor / manager and the employee to determine the appropriate alternative work schedule and break time(s).

8.4 Alternative Work Schedule Options

- 6. **4/10 Work Schedule**

A 4/10 work schedule consists of four (4) workdays of ten (10) hours within a seven (7) day work week. For this schedule, the workweek begins Sunday at 12:00 AM and ends Saturday at 11:59 PM.

7. **9/80 Work Schedule**

A 9/80 is a work schedule of eighty (80) work hours, scheduled over the course of nine (9) workdays during a single biweekly pay period. The typical 9/80 schedule consists of eight (8) work days of nine (9)-hours, Monday through Thursday of each week, with one eight (8)-hour day on one of the Fridays. For this schedule, the workweek shall begin exactly four (4) hours after the start time of the day of the week that the employee’s eight (8) hour work day is scheduled.

8. **Defined 9/80 Work Schedule**

Employees whose primary work location is MSC will be scheduled to work a Defined 9/80 Work Schedule consisting of eight (8) work days of nine (9) hours, Monday through Thursday of each week, and one (1) defined Friday of eight (8) hours. The non-working Friday will be the day that City Hall and MSC are closed to staff and the public. The Fridays that these locations will be closed shall be posted annually on the City’s website calendar. Employees at MSC may work a 4/10 Work Schedule, with department head approval, so long as their four workdays align with the days that City Offices will be open under the Defined 9/80 Schedule.

8.5 Alternative Work Schedule Procedure

- (a) An employee scheduled to work an alternative work schedule or an employee requesting to work an alternative work schedule shall submit an “Alternative Work Schedule Form” to his or her immediate supervisor and to the Department Head for approval. Human Resources must receive a copy of the approved form.
- (b) Upon receipt of an employee’s written request to work an alternative schedule, the Department Head will work with the employee’s immediate supervisor/manager to determine whether the department can approve the employee’s alternative work request.
 - 1. In determining whether the department can approve the request, the department shall first consider its obligation to the public.
 - 2. If the department head determines that the alternative work schedule will not cause harm to the public service, he or she shall next consider whether the department can adequately manage the requested alternative schedule.
 - 3. Finally, the Department Head will consider and allow the requested alternative schedules as long as it does not diminish the quality of the employee’s work, the availability of City services, or result in increased costs.

- (c) In certain circumstances, and depending on workload and department initiatives, the department head or designee may take the employee off their alternative work schedule unless an employee's labor agreement specifies otherwise. This may occur due to public service needs, the department's ability to manage the employee, the employee's performance or productivity, or for any other lawful reasons. In such instances, the department head or designee will make an effort to notify the employee ahead of time of any scheduling change.
- (d) Employees working an alternative work schedule cannot move their regular day off or "flex" or adjust work hours forward or backward on the alternating regular work day without written approval by their supervisor.
- (e) Starting and ending times for the work day for an employee working an alternative work schedule continue to be subject to approval by the employee's supervisor / manager. The supervisor / manager may adjust the employee's start and end times from time to time, as necessary to provide adequate staffing and coverage.
- (f) Integration with holidays and paid leave:
 - 1. When a holiday falls on an employee's regularly scheduled ten (10) hour work day, the employee shall receive ten (10) hours of paid holiday. When a holiday falls on an employee's regularly scheduled nine (9) hour work day, the employee shall receive nine (9) hours of paid holiday. When a holiday falls on an employee's regularly scheduled eight (8) hours work day, the employee shall receive eight (8) hours of paid holiday.
 - 2. When an observed holiday falls on an employee's regularly scheduled day off, the employee will observe the holiday the preceding/following day and receive holiday pay in accordance with their regularly scheduled shift for that day.
 - 3. If the Thursday before the scenario in section (f)2 above is also a holiday, the employee shall observe the holiday the preceding/following day and receive holiday pay in accordance with the employee's regularly scheduled hours for those days. (For example, if a non-working Friday falls on the day after Thanksgiving, employees would maintain their non-working Friday and receive nine (9) hours of holiday pay on Wednesday and Thursday instead of receiving holiday pay on Thursday and Friday).

Employees who take a full day off on a ten (10) hour workday will be charged ten (10) hours of leave. Employees who take a full day off on a nine (9) hour workday will be charged nine (9) hours of leave.

Employees who take a full day off on an eight (8) hour workday will be charged eight (8) hours of leave.

- 4. Holiday Premium Pay: Holiday compensation during Thanksgiving, Christmas, and New Year's Day shall be compensated at two (2) times the employee's straight time rate for a maximum of three (3) hours.

8.6 Meal Breaks

Employees scheduled to work eight (8) hour shifts shall be entitled to a thirty minute unpaid meal period per shift. Employees scheduled to work nine (9) or ten (10) hour shifts shall be entitled to either a thirty (30) minute or one (1) hour unpaid meal period per shift, subject to supervisor approval. Whenever possible, the meal period shall be scheduled at the middle of each shift.

Employees are entirely relieved of responsibilities and restrictions during their meal period, unless they are assigned to work an on-duty meal period, which will be treated as paid time.

8.7 Rest Periods

All employees shall be granted a rest period limited to fifteen (15) minutes during each four (4) hours of work. Rest periods not taken shall be waived. The morning rest period shall be granted near the middle of each four hour-shift whenever this is feasible. The afternoon rest period may be combined with the thirty (30) minute meal break.

8.8 Overtime

Any time worked beyond the employee's regularly scheduled work hours is considered overtime. Paid time off due to sick leave, holidays, vacation or other paid leave is included as "time worked" for overtime purposes.

Employees working overtime shall be paid at one and one-half (1 1/2) times their hourly straight time rate. Employees must receive prior authorization to work overtime.

Employees required to work on Thanksgiving, Christmas, and New Year's Day will be paid the holiday hours for their regularly scheduled shift, the first three (3) hours of mandatory overtime at two (2) times their hourly straight time rate, and any additional time at one and one half (1 1/2) times their hourly straight time rate.

8.81 Compensatory Time Off

In lieu of overtime pay in cash, an employee may request to accrue compensatory time off, which will accrue at the rate of one and one-half (1 1/2) times each overtime hour worked, subject to a maximum accrual of one hundred and forty (140) hours. The Department Head or designee has sole discretion to grant the request for comp time.

The last week of July the city will notify employees of their ability to voluntarily cash out all or a portion of their compensatory time off balances effective the first full pay period in August.

Effective the last pay period in November, all accrued compensatory time hours above one hundred (100) hours will be cashed out and payment of cashed out hours will be made on the first pay period in December. Compensatory time payment shall be in a separate check.

An employee wishing to use his / her accrued compensatory time off shall provide his / her Department Head with reasonable notice of such request. Reasonable notice is defined as at least ten calendar days. If reasonable notice is provided, the employee's request may not be denied unless it is unduly disruptive to the department. A request to use compensatory time off without reasonable notice may still be granted within the discretion of the Department Head or designee responsible for considering the request.

8.9 Clean-Up Time

All employees whose work causes their person or clothing to become soiled shall be provided with reasonable time not to exceed ten (10) minutes for clean-up period prior to the end of each work shift.

8.10 Standby Pay, Call-Out Pay

- (a) **Standby Compensation:** The City will pay five dollars and forty two cents (\$5.42) per standby hour, not to exceed one hundred and thirty dollars (\$130) for each twenty-four (24) hours on standby.
- (b) **Minimum Call-Out Pay:** Call back compensation shall be a minimum of three (3) hours at time and a half (1 1/2) the employee's straight time rate.
- (c) **Call Out Pay (Between 9 PM – 5 AM):** Call backs between the hours of 9:00 p.m. and 5:00 a.m. will be compensated at a minimum of six (6) hours at time and a half (1 1/2) the employee's straight time rate.
- ~~(d) **Holiday Call Out Pay:** Call back compensation during Thanksgiving, Christmas, and New Year's Day shall be compensated at two (2) times the employee's straight time rate for a maximum of three (3) hours. Moved to 8.5(f) 5.~~

8.11 Weekend Work Program (WWP)

Employees assigned to the WWP shall be compensated at time and a half (1 1/2) the employee's straight time rate.

ARTICLE 9. UNIFORMS, BOOTS, TOOLS, LICENSES, CERTIFICATIONS

9.1 Uniforms

The uniform items specified in this section are not to be used other than working for the City or while traveling to and from work. Uniforms will be ordered to arrive prior to September 30, if possible. The City shall provide uniforms as follows:

- (a) Five (5) brown Carhartt type work pants, five (5) button down long sleeve or short sleeve shirts, five (5) t-shirts, per year;
- (b) A monthly cleaning allowance of thirty (\$30.00) dollars; and
- (c) One (1) winter jacket, one (1) hooded sweat shirt, one (1) baseball type cap and one (1) sun hat, to be replaced on an as needed basis.

9.2 Safety Boot Allowance

The City shall provide each employee with two (2) new pairs of safety boots / shoes per fiscal year, up to a maximum total cost to the City of four hundred and fifty dollars (\$450) per fiscal year per employee. All authorized safety boots/shoes will be steel toed and consistent with the typical duties and needs of the employee. Employees are required to wear these safety boots/shoes when performing their City duties.

Employees may use the remaining balance of the safety boot allowance to purchase insoles, laces, reconditioning of leather or to complete repairs made to the safety boot (Resole/recorking/welting/stitching, etc.).

If, prior to the annual purchase of new safety boots / shoes, an employee's safety boots / shoes become unusable due to wear or damage at work, the employee must present the boots/ shoes to the Department Head who will authorize and approve a replacement pair, cost to the City not to exceed \$200 per pair.

9.3 Safety/Rain Boot

The City shall provide employees with a high quality (not steel toed) safety wet weather boot. The boot shall be stored in the employee's locker and kept available when necessary. This boot will be replaced upon presentation to the appropriate supervisor that it is unusable due to wear or damage at work. This boot shall remain the property of the City.

9.4 Appearance

Employees shall be responsible for ensuring that uniforms are maintained and work in a neat and professional manner. Supervisors shall be responsible for ensuring that employees maintain a proper appearance and take appropriate actions as required.

9.5 Licenses and Certificates

The Department Director or designee shall determine which positions are eligible to receive Licenses and Certification Pay, as well as total number of certifications for operations.

- (a) **Class B License Pay**
The City will pay for the required medical exams to obtain and maintain a Class B commercial driver's license. Effective the first full pay period following

Union ratification and City Council approval of this MOU, employees who hold and maintain a Class B license will receive a stipend of fifty dollars (\$50) per pay period.

To the extent permitted by law, Class B License Pay will be reported to CalPERS as special compensation per Title 2 of the California Code of Regulations, sections 571 and 571.1.

(b) **QAC / CWEA Pay**

Effective the first full pay period following Union ratification and City Council approval of this MOU, employees are eligible to receive QAC / CWEA Grade Pay as follows:

1. Employees who have met their most recent performance evaluation expectations and have voluntarily obtained their Qualified Applicator Certificate (QAC) or their California Water Environment Association (CWEA) Grade 1 certification will receive twenty-five (\$25) dollars per pay period;
2. Employees who have met their most recent performance evaluation expectations and have voluntarily obtained their CWEA Grade 2 certification will receive thirty (\$30) dollars per pay period;
3. Employees who have met their most recent performance evaluation expectations and have voluntarily obtained their CWEA Grade 3 certification will receive sixty (\$60) dollars per pay period;
4. Employees who have met their most recent performance evaluation expectations and have voluntarily obtained their CWEA Grade 4 certification will receive ninety (\$90) dollars per pay period.

Employees may not stack CWEA Grade Pay. Employees may receive QAC Pay and CWEA Pay for Grade 2 or above at the same time, but may not receive multiple forms of CWEA Pay at one time, i.e. CWEA Pay is not cumulative. For example, an employee who has obtained her QAC and a CWEA Grade 1 will be entitled to \$25 per pay period. If that same employee obtains a CWEA Grade 2, he/she will be entitled to \$55 per pay period. However, if the employee initially obtained a CWEA Grade 1 with no QAC, then obtains a CWEA Grade 2, she will only be entitled to \$30 per pay period for the CWEA Grade 2.

The Parties agree that QAC / CWEA Pay is not special compensation per Title 2 of the California Code of Regulations, sections 571 and 571.1. If CalPERS determines otherwise, the Parties agree QAC / CWEA Pay will be discontinued as of the next full pay period after such determination.

(c) **Backflow Assembly Prevention Tester Pay**

Effective the first full pay period following Union ratification and City Council approval of this MOU, employees are eligible to receive Backflow Assembly Prevention Tester Certification Pay (BAPT Pay) as follows:

1. Employees who voluntarily obtain their backflow assembly prevention tester certificate may submit their name to the Department Head to be placed on a list for BAPT Pay;
2. Based on Department needs, and with preapproval from the Department Director, BAPT Certification Pay list who have met their most recent performance evaluation expectations and maintain a valid BAPT certification will be recommended by the Department Head or designee to receive BAPT Pay;
3. Employee(s) selected to receive BAPT Pay will receive seventy-five dollars (\$75) per pay period;
3. Employee(s) receiving BAPT Pay will be required to take assignments requiring application of their certification for the term of their backflow tester certification.

The Parties agree that BAPT Pay is not special compensation per Title 2 of the California Code of Regulations, sections 571 and 571.1. If CalPERS determines otherwise, the Parties agree BAPT Pay will be discontinued as of the next full pay period after such determination

(d) **Playground Safety Inspector Pay**

Effective the first full pay period following Union ratification and City Council approval of this MOU, employees are eligible to receive Playground Safety Inspector Certification Pay (PSI Pay) as follows:

1. Employees who voluntarily obtain their playground safety inspector certificate may submit their name to the Department Head to be placed on a list for the PSI Pay;
2. Based on Department needs, and with preapproval from the Department Director, PSI Pay list who have met their most recent performance evaluation expectations and maintain a valid PSI certification will be chosen by the Department Head or designee to receive PSI Pay;
3. Employee(s) selected to receive PSI Pay will receive fifty dollars (\$50) per pay period;
4. Employee(s) receiving PSI Pay will be required to take assignments requiring application of their certification for the term of their certification.

The Parties agree that PSI Pay is not special compensation per Title 2 of the California Code of Regulations, sections 571 and 571.1. If CalPERS determines otherwise, the Parties agree PSI Pay will be discontinued as of the next full pay period after such determination

(e) **Bilingual Premium Pay**

The City shall pay fifteen dollars (\$15) per pay period to employees approved to receive bilingual pay. To receive this pay, employees must demonstrate the ability to both understand and effectively communicate in a language other than English that the Department Head or designee has determined is necessary for the effective or efficient operation of the City (Intermediate passing score). The Department Head or designee maintains the right to determine the number of employees eligible to receive this pay.

Employees receiving this pay are required to speak the second language in the course and scope of their employment when it is necessary and may be asked to assist in translating. The Parties agree that to the extent permitted by law, bilingual premium pay is special compensation and shall be reported as such pursuant to Title 2 CCR Sections 571(a)(4) and 571.1(b)(3).

(f) **A.S.E. Mechanic Certification Pay**

Effective the first full pay period following Union ratification and City Council approval of this MOU, employees are eligible to receive A.S.E. Mechanic Certification Pay.

1. Employees will be required to receive department head approval prior to enrolling in authorized A.S.E Mechanic Certification courses.
2. Employees who obtain approval and receive the authorized A.S.E Mechanic Certification will be placed on a list for A.S.E Mechanic Pay.
3. Based on operational needs, and with preapproval from the Department Director, A.S.E Mechanic Pay list who have met their most recent performance evaluation expectations and maintain a valid A.S.E certification will be recommended by the Department Head or designee to receive A.S.E Mechanic Pay.
4. Employees who have met their most recent performance evaluation expectations, obtained pre-approval and have obtained their A.S.E certification will receive twenty (\$25) dollars per pay period for the following:
 - a. Brakes
 - b. Wheels and Tires
 - c. Electrical
 - d. Exhaust

(g.) **Public Works Certification Pay**

Effective the first full pay period following Union ratification and City Council approval of this MOU, employees are eligible to receive Public Works Certification Pay.

1. Employees will be required to receive department head approval prior to enrolling in authorized Public Works Certification courses.
2. Employees who obtain approval to take the Public Works Certification courses will be placed on a list for Public Works Certification Pay.
3. Based on operational needs, and with preapproval from the Department Director, Public Works Certification Pay list who have met their most recent performance evaluation expectations and maintain a valid Public Works certification will be recommended by the Department Head or designee to receive Public Works Certification Pay. The pay is as follows:
 - a. Twenty-five (\$25) dollars per pay period for the completion of two.
 - b. Fifty (\$50) dollars per pay period for the completion of four.
 - c. One-hundred (\$100) dollars for the completion of six.

(h). Trade Certification Pay

Effective the first full pay period following Union ratification and City Council approval of this MOU, employees are eligible to receive Trade Certification Pay.

1. Employees will be required to receive department head approval prior to enrolling in authorized Trade Certification course.
2. Employees who obtain approval and receive the authorized Trade Certification will be placed on a list for Trade Certification Pay.
3. Based on operational needs, and with preapproval from the Department Director, Trade Certification Pay list who have met their most recent performance evaluation expectations and maintain a valid Trade certification will be recommended by the Department Head or designee to receive Trade Certification Pay.
4. Employees who have met their most recent performance evaluation expectations, obtained pre-approval and have obtained their Trade certification will receive twenty (\$25) dollars per pay period for the following:
 - a. Electrical
 - b. Plumbing
 - c. HVAC
 - d. Chemical Handling

4. Effective Date

License and Certification Pay shall begin on the first full pay period after the employee has submitted documentation to the department head or designee that shows the requisite criteria has been attained. Each employee is singularly responsible for submitting all documentation to qualify for a Flexibly Staffed Promotion

ARTICLE 10. HOLIDAYS

10.1 Scheduled Holidays

Eligible employees will receive the following paid holidays per year:

- New Year's Day
- Martin Luther King Day
- President's Day
- Cesar Chavez Day*
- Memorial Day
- Juneteenth Day*
- Independence Day
- Labor Day
- Indigenous Peoples' Day*
- Veterans Day
- Thanksgiving Day
- Day after Thanksgiving Day
- Christmas Eve
- Christmas Day

The City will be observe as Holiday Closure* on the working days which fall between the Christmas Day holiday and New Year's Day holiday will be observed paid holiday pay.

Additional holidays may be taken anytime upon approval of City Council.

Holidays which fall on Saturday will be observed the day before on Friday, and holidays which fall on Sunday will be observed the day after on Monday.

10.2 Floating Holiday

Unit members may elect to convert up to four observed holidays to a floating holiday. The observed holidays identified above with an asterisk (*) are the only ones that an employee can elect to work and converted to a floating holiday.

Floating holidays may be taken anytime upon approval of the Department Head or designee.

ARTICLE 11. VACATIONS

11.1 Vacation Accrual

Annual paid vacations shall be required for the good of the service. Full-time employees (probationary and non-probationary) shall be entitled to accrue vacation time in accordance with the following schedule:

Months of Continuous Service	Annual Accrual	Vacation Maximum Accrual
0-47 Months	112 hours	336 hours
48-59 Months	152 hours	456 hours
60-83 Months	160 hours	480 hours
84-107 Months	168 hours	504 hours

108-131 Months	176 hours	528 hours
132-155 Months	184 hours	552 hours
156-227 Months	192 hours	576 hours
228+ Months	212 hours	636 hours

For the purposes of this section, “Years of Continuous Service” shall mean an employee’s length of continuous full-time service for the City since his/her last date of hire, less any adjustments due to layoff or approved leaves of absence greater than thirty (30) days, unless otherwise required by law.

Vacation accrual changes will begin the first full pay period following the employee’s anniversary date.

11.2 Vacation Eligibility Requirements

An employee shall be eligible to take paid vacation after six (6) months employment with the City, not to exceed the amount of vacation leave earned up to that time. However, employees shall accumulate vacation upon employment with the City.

Employees shall not accrue vacation leave for any pay period during which they are on leaves of absence without pay.

11.3 Scheduling Vacations

The times during a calendar year at which an employee may take his/her vacation shall be determined by the department head with due regard for the wishes of the employee and particular regard for the needs of the service. An employee shall be required to take at least one (1) calendar week of earned vacation leave at one time, unless otherwise authorized by his/her department head.

11.4 Maximum Vacation Accumulation

Exceptions to the accrual maximum, in extraordinary circumstances, may be granted with written approval of the City Manager. Any such decision shall not be subject to the grievance procedure.

11.5 Holiday Falling During Vacation

In the event a holiday as defined in Article 10.1 falls during an employee’s vacation, the employee shall not be charged a vacation day for the holiday.

11.6 Illness During Vacation

If an employee becomes ill while on vacation and wishes to use sick leave instead of approved vacation leave, the employee must immediately notify his / her supervisor. The City reserves the right to request a certification from a physician or other health provider.

11.7 Vacation Cash-Out

Any employee who is laid off, resigns, retires, or is otherwise separated from the service of the City, shall receive vacation pay for all accrued vacation upon their

separation from employment with the City. Payment for all unused vacation hours shall be at the employee's straight time rate at the time of cash-out. In extraordinary circumstances, the City Manager has discretion to permit employees to cash-out vacation leave prior to separation. Approval for vacation cash-out prior to separation must be made in writing to the City Manager. The City Manager's decision is not subject to the grievance procedure.

ARTICLE 12. LEAVE PROVISIONS

12.1 Time Off to Vote

If an employee does not have sufficient time outside of working hours to vote at a state-wide election, the employee may, without loss of pay, take off enough working time which when added to the voting time available outside of working hours will enable the employee to vote.

No more than two (2) hours of the time taken off for voting shall be without loss of pay. The time off for voting shall be only at the beginning or end of the regular working shift whichever allows the most free time for voting and the least time off from the regular working shift, unless otherwise mutually agreed.

If the employee on the third working day prior to the day of election, knows or has reason to believe that time off will be necessary to be able to vote on Election Day, the employee shall give the City at least two working days' notice that time off for voting is desired, in accordance with the provisions of this section.

Employees who are registered voters who need time off to vote should make arrangements with their immediate supervisor.

12.2 Bereavement Leave

In the event of a death in the immediate family of a full-time regular employee, up to five (5) working days, with a maximum of forty-four (44) hours, of bereavement leave will be allowed for personal matters relating to the death. Immediate family is defined as wife, husband, mother (in-law), father (in-law), sister (in-law), brother (in-law), son (in-law), daughter (in-law), grandparent (in-law), grandchild (in-law), stepchild, or stepparent. Special circumstances beyond this policy (such as other relatives residing within the employee's household) may be considered on a case-by-case basis and must be approved by the City Manager.

12.3 Leave of Absence Without Pay

The City Manager or designee may grant an employee special leave of absence without pay for up to one (1) year whenever he / she considers such leave to be in the best interest of the City.

Failure of an employee on leave to report to work promptly at its expiration, or within reasonable time after notice to return to duty, shall be cause for discharge.

12.4 Family Medical Leave

Family care, medical, and pregnancy disability leave shall be provided according to the California Family Rights Act and the Family and Medical Leave Act.

ARTICLE 13. WORKERS' COMPENSATION INSURANCE

13.1 Industrial Temporary Disability

Any employee incurring an injury or disability in the course and scope of his/her employment shall be entitled to injury leave to the extent provided by the State Workers' Compensation and Insurance Act. Any employee on Workers' Compensation injury leave shall receive full salary for up to 90 calendar days after the injury, provided medical documentation substantiates the disability. After 90 days, if the employee is still disabled he/she may opt to continue receiving the difference between full salary and Workers' Compensation benefits to the extent earned vacation leave and/or sick leave is available.

ARTICLE 14. BENEFIT PROGRAMS

14.1 Long Term Disability Insurance

To the extent that long-term disability programs continue to be available, the City will continue to provide the kinds and types of coverage currently offered. The Employee shall pay the full premium for this insurance. The current coverage provides for income protection up to sixty-six and two-thirds per cent (66 2/3%) of monthly salary following a sixty (60) day elimination period, which begins on the date of illness or injury.

The City maintains the right to select or change carriers, and also to modify the long-term disability plans so long as the level of benefits shall remain substantially the same. Employees should refer to the plan documents for a complete description of benefits, coverage and limitations. If, during the term of this Agreement a change in insurance plans or coverage is necessary, the City shall provide notice and, upon request, meet with representatives of the Union.

14.2 Tuition Reimbursement Program

The Tuition Reimbursement Program available to unit members is the City's Education Reimbursement Program, as set forth in Administrative Instruction HR-11.

Employees that receive benefits from any other form of Career Incentive Program (CIP), such as an Education Longevity Program (ELP), is not entitled to tuition reimbursement.

14.3 Departmental Training Program

The Department Head may grant permission for employees to attend professional conferences and meetings, or to participate in other forms of activity or training that are in the interest of the City.

Upon budget authorization, paid leave may be granted by the Department Head for such training.

Reimbursement of expenses incurred in connection with such training shall be made in accordance with the City's Travel Policy.

14.4 Health Insurance

The City contracts with CalPERS to provide medical insurance benefits to eligible employees and their dependents, as well as eligible retirees.

- a) Active Employees – The City's monthly contribution for each eligible active employee shall be the minimum employer contribution required under PEMHCA, as may be adjusted by CalPERS from year to year.

- b) Eligible Retirees – The City has implemented the unequal employer contribution method for the City's contribution to medical benefits for eligible City retirees pursuant to Government Code section 22892. Under this method, the City's contribution for each eligible retiree will increase annually by no less than 5% of the monthly employer contribution for employees, until the employer contribution for retirees equals the employer contribution paid for active employees.

- c) The current required employee contribution will remain the minimum contribution allowed by law, unless the provision governing the contribution is changed, in which case the City retains the option to discontinue the program.

- d) Active Employee Additional Health Contribution Effective January 2019

The City will pay up to \$768.25 per month for employee only coverage, up to \$1,968.00 per month for employee plus one coverage, and up to \$2,350.00 per month for employee plus family coverage.

- e) Active Employee Additional Health Contribution Effective January 2020

The City will pay the full cost of monthly plan premiums at the tier at which the employee participates (employee, employee plus one, family), not to exceed the Kaiser Bay Area monthly plan premium rates.

If the employee elects medical coverage at rates higher than Kaiser Bay Area, the employee will pay the difference between the Kaiser Bay Area rate at the tier at which the employee participates and the cost of the corresponding more expensive program, through payroll deduction.

- f) The City's contribution toward medical insurance set forth in 15.4(a) above will be deducted from the amount of contribution provided by this section 15.4(d)-(e).

- g) The City will be responsible for paying the CalPERS health care administrative fees.
- h) The City will continue the practice of paying the January premium in December at the increased rate.
- i) The City will continue to have the right to select or change medical plans or providers, and also to modify the medical plans so long as the level of benefits shall remain substantially the same.

14.5 Cash In Lieu

Upon providing proof of alternative minimum essential medical coverage for the employee and the employee’s tax family, employees may choose to opt-out of the City’s medical coverage and be provided with a cash payment of three hundred and fifty dollars (\$350) per month. Employees must provide proof of alternative minimum essential coverage each plan year, during open enrollment.

14.6 Flexible Benefits Plan

The City agrees to maintain a Flexible Benefits Plan pursuant to Section 125 of the Internal Revenue Code to provide eligible active employees with access to various health and welfare benefits, including a Health Care Flexible Spending Arrangement and a Day Care Flexible Spending Arrangement. The City will continue to pay any administrative fees associated with the Section 125 Plan.

14.7 Dental and Vision

The City’s maximum employee dental / vision reimbursement is one thousand nine hundred and ninety-seven dollars (\$1,997) per employee and one thousand three hundred and thirty dollars (\$1,330) per dependent per calendar year, based on City Council resolution 2008-45. The annual reimbursement maximum for employees and dependents will be adjusted annually using the 12-month Consumer Price Index, San Francisco Area, set by the U.S. Department of Labor Bureau of Statistics for the month of September, not to exceed 3%, and becomes effective January 1 of the following year.

If, during the term of this Agreement, a change in dental plans or coverage is necessary, the City shall provide prior notice and, upon request, meet with representatives of the Union. Employees should refer to the plan documents for a complete description of benefits, coverage and limitations.

Effective January 1, 2020, the plan shall permit employees and/or their dependents to use up to the maximum yearly reimbursement amount for dental or vision care for the employee and/or his or her dependents, as long as such care is not otherwise covered by the employee’s or his or her dependents’ medical insurance.

14.8 State of California Short Term Disability/SDI

Employees participate in the State of California Short Term Disability Program. The program shall be at the employee’s cost.

14.9 Quality of Life Wellness Employee Reimbursement Program

Effective the first full pay period immediately following the ratification of this successor MOU, the City shall implement a Quality-of-Life Employee Reimbursement Plan that may be used towards reimbursement for the following allowable categories:

- Mental/Emotional Wellness
- Health/Physical Wellness
- Financial/Retirement Wellness

Employees may be reimbursed up to \$1,300 per calendar year (\$50 per pay period) for the qualifying wellness activities outlined in detail within the City policy.

14.10 Retiree Health Savings Plan

The City will make available to all unit employees a retiree health savings plan administered by ICMA-RC. Effective January 1, 2020, the City will contribute to each employee’s RHSP account, depending on years of service at the City, as follows:

Twenty-five dollars (\$25) per pay period for 0 – 5 years of City service; or

Thirty-five dollars (\$35) per pay period for 5-10 years of City service; or

Forty-five dollars (\$45) per pay period for 10+ years of City service.

ARTICLE 15. RETIREMENT

15.1 PERS Retirement and Employee Contributions

a) 2.7% at 55 Retirement Plan

For employees hired on or after the first full pay period in July 2003 or on or before June 30 2010, the City provides the PERS 2.7% at 55 retirement plan for miscellaneous employees. Each Employee shall pay the full eight percent (8%) employee’s contribution to maintain such benefit. The benefits currently provided are:

- Single highest year compensation
- Sick leave credit
- 3rd Level 1959 Survivor
- Military Service Credit

b) 2.0% at 60 Retirement Plan

For Employees hired on or after July 1, 2010 or on or before December 31, 2012, the City provides the PERS 2.0% at 60 retirement plan for miscellaneous employees with retirement formula of three years of highest compensation. Each employees shall pay the full seven percent (7%) employee’s contribution of the PERS miscellaneous employee’s contribution to maintain such benefit.

c) **PEPRA 2.0% at 62 Retirement Plan**

For “New Member” Employees hired on or after January 1, 2013, the City provides the PERS 2.0% at 62 retirement plan. Employees shall pay the retirement contributions as required under provisions of the PEPRA retirement law and any subsequent amendments thereto which is currently fifty percent (50%) of the normal cost rate.

15.2 Sick Leave Pay Out at Honorable Separation.

Upon honorable separation from the City (retirement, death, or resignation with no accompanying investigation or disciplinary matter), employees with five (5) or more years of continuous service with the City, may elect to receive cash payment of their accumulated and unused sick leave hours, up to 100 hours. Each hour of cashed-out sick leave will be paid at the employee’s base hourly rate at the time of separation. Federal taxation law governs this section, and the City may require employees to submit an irrevocable election form the calendar year prior to separation to take advantage of this benefit.

ARTICLE 16. PHYSICAL EXAMINATIONS

The City will pay for all physical examinations required by the City.

ARTICLE 17. SAFETY

The City and the Union have a mutual interest in providing safe and healthful working conditions for its employees, in protecting City property from damage and loss and in ensuring the safety of the public when using City facilities. To this end both parties will work actively to adhere to the provisions of the City’s Injury and Illness Prevention Program.

17.1 Health and Safety Provisions

Health and safety provisions are covered under the City’s Injury and Illness Prevention Program.

17.2 City Safety Committees

One City employee, who is a member of the Union, shall be a member of the City’s Safety Committee.

17.3 Outstanding Safety Issues

Any outstanding safety issues or concerns should be addressed to the employee’s immediate supervisor.

ARTICLE 18. GRIEVANCE PROCEDURE

18.1 Purpose

The following procedure is intended to be the exclusive remedy for resolving grievances, as defined below, and replaces the Grievance and Appeals procedure in the City of Los Altos' Personnel Regulations.

The City and the Union recognize that early settlement of grievances is essential to sound employee-employer relations. In presenting a grievance, the aggrieved and/or his/her representative is assured freedom from restraint, interference, coercion, discrimination, retaliation or reprisal.

18.2 Definition, Scope and Right to File

A grievance may be filed by an individual employee, or by the Union on behalf of an employee who is otherwise eligible to file a grievance.

Should a decision not be rendered within the stipulated time limit, the aggrieved employee may immediately appeal to the next step of this procedure. A grievance may be considered settled if the decision at any level is not appealed within the specified time limit. A summary of the grievance procedure and application time requirements is attached as Appendix B.

All grievances shall be filed in accordance with this procedure. A grievance is defined as any dispute involving the interpretation, application or alleged violation of:

- (a) The current MOU between the City and the Union;
- (b) The City's Personnel Regulations, policies or procedures;
- (c) A dispute involving any disciplinary action taken against a permanent employee or probationary promotional employee (as used in this Article, discipline is defined as any dismissal, suspension, or demotion.)'
- (d) Performance evaluations resulting in a step decrease.

The following matters are specifically excluded from consideration under the Grievance Procedure:

- The determination of the contents of job classifications;
- The determination of procedures and standards of selection for employment or promotions;
- Items which require a capital expenditure;
- Item subject to the Meet and Confer process as defined in the California Government Code;
- All City rights specified in this Agreement and in the City's Employer-Employee Relations Resolution;

- The release of an employee during his/her original probation period;
- Performance evaluations resulting in the non-award of a scheduled step increase.

The content of documented oral counseling, written reprimands/warning and performance evaluations are not grievable, but may be discussed directly with the Department Head, the Administrative Services Director, and subsequently with the City Manager.

18.3 Step 1 – Informal Grievance Procedure

Within ten (10) calendar days of discovery of an event giving rise to a dispute, the employee and/or the employee representative shall present the dispute informally to the supervisor, manager or division head as appropriate. Where the dispute involves the relationship with the supervisor or manager they have a mutual responsibility to make a good-faith effort to resolve the matter at the lowest possible level. The supervisor or manager shall respond to the employee within ten (10) calendar days of the informal meeting with the employee and/or employee representative.

Presentation of an informal grievance shall be necessary prior to filing of a Formal Grievance.

18.4 Step 2 – Formal Grievance Procedure

If the employee believes that the issue in dispute was not resolved informally, a formal grievance may be filed with the Department Head within ten (10) calendar days from the employee's receipt of the decision of the supervisor or manager. A formal grievance shall only be initiated in writing and shall contain information which:

- (a) Identifies the aggrieved;
- (b) Specifies the nature of the grievance, including a description of the time and place of relevant events;
- (c) Delineates the rule, law, regulation, or policy alleged to have been violated, improperly interpreted, applied or misapplied;
- (d) Describes the consideration given and steps taken to secure informal resolution of the problem;
- (e) Describes the corrected action desired; and
- (f) Gives the names of the employee representative.

Within ten (10) calendar days after receipt of the written grievance, the Department Head or designee shall investigate the matter, confer with persons affected, (and their representatives) to the extent deemed necessary and render a decision in writing.

18.5 Step 3 – Personnel Review

If the decision of the Department Head or designee does not resolve the dispute to the satisfaction of the employee, the employee or his or her representative may request a review by the Administrative Services Director or other designee by the City Manager. The request of the meeting shall be made in writing within ten (10) calendar days of receipt of the decision of the Department Head or designee.

Within ten (10) calendar days after the request for review, the Administrative Services Director or designee shall investigate the matter, confer with persons affected (and their representatives) to the extent deemed necessary and render a decision in writing.

18.6 Step 4 – Appeals Board

If the decision of the Administrative Services Director or designee does not resolve the dispute to the satisfaction of the employee, the employee or his/her representative may request a hearing before a formal Appeals Board. The request for the meeting shall be made in writing within ten (10) calendar days of receipt of the decision of the Administrative Services Director or designee.

Appointment of Appeals Board: Upon receipt of an appeal by the Administrative Services Director, an Appeals Board shall be formed. Within ten (10) calendar days following the receipt of the appeal, the City Manager or designee shall appoint two (2) representatives to the Appeals Board, and the appellant shall appoint two (2) representatives to the Appeals Board. No Appeals Board representative shall be an employee of the same department as the appellant, but all four (4) appointed representatives must be employees of the City. The parties shall, concurrently with the appointment process, mutually agree to the selection of one non-City employee to serve as a fifth non-voting member and chairperson of the Appeals Board. If the parties cannot agree on the fifth non-voting member, the fifth member shall be appointed by the State Mediators office. The names of all five members of the Appeals Board shall be received by the Administrative Services Director or designee no later than ten (10) calendar days following his/her receipt of the appeal. If either the City Manager or designee or the appellant fail to appoint within this time, then, in that event, the Administrative Services Director shall, upon notice to the delinquent party, appoint employees to any vacant Appeals Board positions. Requests for a time extension shall be mutually agreed upon by both parties. All time extension requests shall be made in writing.

Date of Hearing – Notice: Immediately after receiving the names of the members of the Appeals Board, the Administrative Services Director or designee shall set a date for the Appeals Board to hold a hearing on the matter of appeal. Such hearing shall be held no later than twenty-five (25) calendar days following the naming of the Appeals Board, unless a later date is agreed to by the appellant or it is not reasonably possible to convene the Appeals Board within that twenty-five (25) calendar days, taking into consideration the time necessary for all parties to prepare the matter for hearing. The Administrative Services Director or designee shall, immediately upon the selection of a hearing date, give written notice of the date, location and time of the hearing and identify the Appeals Board members to the appellant, the department head and other appropriate persons from whose action the appeal is made.

Hearing:

- (a) At the date and time and place specified, the Appeals Board shall conduct a hearing on the appeal filed
- (b) Unless incapacitated, the appellant shall personally appear before the Appeals Board at the time and place of the hearing and shall not be excused from answering questions and supplying information except upon claim of constitutional privilege.
- (c) Upon conclusion of the hearing, the Appeals Board shall certify its findings and recommendations within fifteen (15) calendar days to the City Manager with copies to the Administrative Services Director or designee, appropriate department head and appropriate department head and appellant.
- (d) In the event of absence, illness or disability of a majority of the Appeals Board, the time limitation shall not be used to invalidate the appeal procedure or deprive any employee the right to a hearing. Rather, the hearing shall be continued by the Administrative Services Director or designee from time to time until a majority of the Appeals Board is present.

18.7 City Manager Review

The City Manager shall review the findings and recommendations of the Appeals Board and shall, within fifteen (15) calendar days following the receipt of the recommendation from the Appeals Board, affirm, revoke, or modify the action taken. The City Manger’s decision shall be final.

ARTICLE 19. WORK STOPPAGE AND LOCKOUTS

During the term of this agreement, no work stoppage, slowdown, strikes, or picketing shall be caused or sanctioned by the Union, and the City agrees that it will not lock out employees.

ARTICLE 20. CONTRACTING OUT

The City will notify the Union if it contemplates contracting or subcontracting work customarily performed by members of the Union bargaining units. The Union shall be given an opportunity to discuss the effect of the proposed action upon its members and, upon request, to propose an effective and economical alternative way in which such services could continue to be provided by the City’s own employees. In the event that the City decides to contract or subcontract work the City will:

- (a) Follow the layoff procedure stated in Article 6;
- (b) Pursue in a reasonable manner obtaining employment for affected employees with the proposed contractor or subcontractor;

- (c) Consider attrition or other similar alternatives if practical or feasible, however, the City does not guarantee employment.

ARTICLE 21. MISCELLANEOUS

21.1 Use of City Facilities for Private Purposes

Employees shall be entitled to rent City facilities for private use by the employee at the rate of twenty-four dollars (\$24) up to two non-consecutive days per calendar year. Should the employee wish to rent City facilities additional days within the same calendar year, the employee may do so at the non-profit resident rate. If no non-profit resident rate is listed, the employee may rent the facility at the resident rate.

21.2 Americans with Disabilities Act

The City reserves the right to take all necessary actions to comply with the Americans with Disabilities Act and other State and Federal laws protecting disabled employees, including determining the need for defining and making available reasonable accommodations to disabled employees who are otherwise qualified to perform the essential job functions of their position. The City agrees to meet and confer with the Union to discuss any actions which impact wages, hours and other terms and conditions of employment of any member of this bargaining unit.

21.3 Personnel Regulations

It is understood that during the term of this MOU the City will be reviewing and updating, where needed, the Personnel Regulations of the City. The City shall meet and confer with the Union on revisions, which are within the scope of representation.

21.4 Probationary Appointments

The probationary period for all newly hired employees to the City shall be six (6) months. All newly hired employees to the City may be dismissed during the probationary period at any time without right of appeal.

An employee rejected during the probationary period from a position to which the employee has been promoted (“promotional probation”) shall be reinstated to the position from which employee was promoted, unless the employee is dismissed for cause.

The promotional probationary period shall be six (6) months. The probationary (original or promotional) period may be extended by the City Manager, upon recommendation of the department head, for not more than six (6) months, not to exceed twelve (12) months total.

21.5 Outside Employment

Employees shall seek prior approval of any outside employment with an employer that is providing contract services through a City awarded contract related to services performed by the Department. Additionally, any time an employee’s outside employer bids or is awarded a contract with the City, the employee shall notify the Department

within five (5) working days so the Department may review the appropriateness of continued employment to ensure transparency and avoidance of conflict.

ARTICLE 22. AUTHORIZED AGENTS

For the purpose of administering the terms and provisions of this MOU the following will apply:

The City’s principal authorized agent shall be:

Human Resources Manager or Designee
City of Los Altos
1 North San Antonio Road
Los Altos, CA 94022
(650) 948-1491

Sanitary Truck Drivers Teamster Local 350 principal authorized agent shall be:

Sanitary Truck Drivers Local 350
295 89th Street, Suite 304
Daly City, CA 94015
(650) 757-7290

ARTICLE 23. SAVINGS CLAUSE

This MOU is subject to all current and future applicable Federal and State laws and regulations and the Constitution of the State of California. If any part or provision of this agreement is in conflict or inconsistent with such applicable laws, or regulation, or it is rendered or declared invalid by reason of any State or Federal legislation, such invalidation of such part or portion of this MOU shall not invalidate the remaining portions hereof, and the remaining portions shall remain in full force and effect, insofar as such remaining portions shall remain in full force and effect, insofar as such remaining portions are severable. Parties shall meet and confer to the extent required to address the impacts Federal or State laws have upon matters within the scope of employment.

ARTICLE 24. TERM

This MOU sets forth the full and entire understanding of the parties regarding the matters set forth herein, and any other prior or existing understanding or agreements by the parties, whether formal or informal, regarding any such matters are hereby superseded or terminated in their entirety and shall become in full force and effect on July XX, 2022 (date City Council approves successor MOU), unless otherwise noted, and shall continue in full force until midnight June 30, 2027.

The Union shall provide the City with its written proposals on terms within the scope of representation for the period beginning July 1, 2027 no later than March 15, 2027.

**Sanitary Truck Drivers and Helpers
Union, Local No. 350**

City of Los Altos

DATE: _____

DATE: _____

John Bouchard, Union President

Irene Silipin
Human Resources Manager

Juan Coca
Union Business Representative

Matthew Estrella,
Union Representative

Gabriel Engeland City Manager

Lee Tinoco
Union Representative

APPENDIX A

Full-Time Equivalent Salary Schedule Teamsters Local 350

City of Los Altos - Full Time Salary Schedule FY 22/23
Resolution 2022-31

Teamsters Classifications	FLSA Status	Biweekly					Monthly					Annual				
		Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
Senior Maintenance Technician	Non-Exempt	\$3,416.73	\$3,587.56	\$3,766.94	\$3,955.29	\$4,153.05	\$7,402.91	\$7,773.05	\$8,161.71	\$8,569.79	\$8,998.28	\$88,834.91	\$93,276.65	\$97,940.48	\$102,837.51	\$107,979.38
Equipment Mechanic	Non-Exempt	\$3,106.12	\$3,261.42	\$3,424.49	\$3,595.72	\$3,775.50	\$6,729.92	\$7,066.41	\$7,419.73	\$7,790.72	\$8,180.26	\$80,759.01	\$84,796.96	\$89,036.80	\$93,488.64	\$98,163.08
Maintenance Leadworker	Non-Exempt	\$3,106.12	\$3,261.42	\$3,424.49	\$3,595.72	\$3,775.50	\$6,729.92	\$7,066.41	\$7,419.73	\$7,790.72	\$8,180.26	\$80,759.01	\$84,796.96	\$89,036.80	\$93,488.64	\$98,163.08
Maintenance Technician	Non-Exempt	\$3,106.12	\$3,261.42	\$3,424.49	\$3,595.72	\$3,775.50	\$6,729.92	\$7,066.41	\$7,419.73	\$7,790.72	\$8,180.26	\$80,759.01	\$84,796.96	\$89,036.80	\$93,488.64	\$98,163.08
Maintenance Worker II	Non-Exempt	\$2,818.12	\$2,959.02	\$3,106.97	\$3,262.32	\$3,425.44	\$6,105.92	\$6,411.21	\$6,731.77	\$7,068.36	\$7,421.78	\$73,271.01	\$76,934.56	\$80,781.28	\$84,820.35	\$89,061.37
Maintenance Worker I	Non-Exempt	\$2,492.03	\$2,616.63	\$2,747.47	\$2,884.84	\$3,029.08	\$5,399.40	\$5,669.37	\$5,952.84	\$6,250.49	\$6,563.01	\$64,792.86	\$68,032.50	\$71,434.12	\$75,005.83	\$78,756.12

APPENDIX B

Step 1 – Informal Grievance

EMPLOYEE/UNION TO DISCUSS WITH SUPERVISOR	10 DAYS
SUPERVISOR RESPONSE TO EMPLOYEE/UNION	10 DAYS

Step 2 – Formal Grievance

EMPLOYEE/UNION TO FILE WITH DEPARTMENT HEAD	10 DAYS
DEPARTMENT HEAD RESPONSE TO EMPLOYEE/ UNION	10 DAYS

Step 3 – Personnel Review

EMPLOYEE/UNION TO FILE WITH ADMINISTRATIVE SERVICES DIRECTOR	10 DAYS
ADMINISTRATIVE SERVICES DIRECTOR RESPONSE TO EMPLOYEE/UNION	10 DAYS

Step 4 - Appeals Board

EMPLOYEE/UNION TO FILE FORMAL APPEAL WITH THE ADMINISTRATIVE SERVICES DIRECTOR	10 DAYS
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Appointment of Appeals Board Members

CITY MANAGER AND EMPLOYEE	10 DAYS
APPEALS HEARING	25 DAYS

Appeals Board Recommendation to City Manager

WITHIN 15 DAYS AFTER APPEAL HEARING

City Manager Issues Final Written Decision

WITHIN 15 DAYS FOLLOWING RECEIPT OF APPEALS BOARD RECOMMENDATION.

RESOLUTION NO. 2022-XX
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS TO
ADOPT THE JULY 1, 2022 – JUNE 30, 2027 MEMORANDUM OF
UNDERSTANDING WITH SANITARY TRUCK DRIVERS AND HELPERS
TEAMSTERS UNION LOCAL 350

WHEREAS, Sanitary Truck Drivers and Helpers Teamsters Union Local 350 Memorandum of Understanding dated July 1, 2022 – June 30, 2027 expired on June 30, 2022; and

WHEREAS, representatives from the City and Sanitary Truck Drivers and Helpers Teamsters Union Local 350 met and conferred in good faith to reach a successor agreement; and

WHEREAS, the parties reached an agreement on June 27, 2022; and

WHEREAS, on June 28, 2022 members of the Sanitary Truck Drivers and Helpers Teamsters Union Local 350 ratified the Tentative Agreement for a five-year Successor Agreement.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby:

1. Approves the Memorandum of Understanding (MOU) with Sanitary Truck Drivers and Helpers Teamsters Union Local 350 for the term of the agreement from July 1, 2022 through June 30, 20227 attached to this resolution as Exhibit B. Unless otherwise noted, all changes shall take effect the first full pay period after Union ratification and adoption of this Successor Agreement; and
2. Approves the following adjustments to the benefit package for the represented Teamsters Local 350 employees, effective July 1, 2022
 - a. Salary: Effective July 12, 2022, base salary (defined as base pay only) across all classifications shall be increased by 5%; effective the first full pay period that includes July 1, 2022;
 - i. Effective July 1, 2023, base salary (defined as base pay only) shall be increased by the 12-month CPI, San Francisco Area, set by the U.S. Department of Labor Bureau of Labor Statistics (minimum of 3% and maximum of 3.5%) followed by market adjustments.
 - ii. Effective July 1, 2024, base salary (defined as base pay only) shall be increased by the 12-month CPI, San Francisco Area, set by the U.S. Department of Labor Bureau of Labor Statistics (minimum of 3% and maximum of 3.5%) followed by market adjustments.
 - iii. Effective July 1, 2025, classification market range adjustments
 - iv. Effective July 1, 2026, classification market range adjustments
 - b. Increased observed holidays as per City of Los Altos personnel rules and regulations.
 - c. Quality of Life Enhanced Benefits. Effective the first full pay period immediately following the ratification of this successor MOU, the City shall implement a Quality-of-Life Employee Reimbursement Plan that may be used towards reimbursement for the following allowable categories; Mental/Emotional Wellness, Health/Physical Wellness, Financial/Retirement

Wellness. Employees will receive \$50 per pay period as part of a reimbursement plan.

- d. Additional Professional Certification Pay Options: Eligible employees will have additional professional certification pay options to qualify for based on operational needs and approval from the department director.
- e. Reclassification: The Maintenance Worker classification series assigned to the Sewer Division were reclassified to the creation of separate Wastewater Maintenance Worker I/II and Senior Wastewater Maintenance classifications.

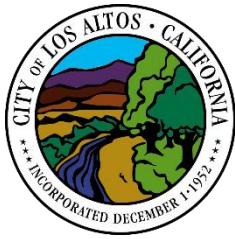
I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 30th day of July, 2019 by the following vote:

AYES: ENANDER, MEADOWS, FLIGOR, LEE ENG, WEINBERG
 NOES: NONE
 ABSENT: NONE
 ABSTAIN: NONE

Anita Enander, MAYOR

Attest:

Angel Rodriguez, INTERIM CITY CLERK



**CITY COUNCIL MEETING
MINUTES
7:00 PM - Tuesday, June 28, 2022
via Videoconference**

CALL MEETING TO ORDER

At 7:01 p.m. Mayor Enander called the meeting to order.

ESTABLISH QUORUM

PRESENT: Council Members Fligor, Lee Eng, Weinberg, Vice Mayor Meadows and Mayor Enander

ABSENT: None

PLEDGE ALLEGIANCE TO THE FLAG

Mayor Enander led the pledge of allegiance.

REPORT ON CLOSED SESSION

Public Employment: City Manager Performance Evaluation:

Pursuant to Government Code section 54957(b)

Conference with Labor Negotiators:

Pursuant to Government Code Section 54957.6(a) Employee organization: Sanitary Truck Drivers and Helpers – Teamsters Union Local 350, designated representatives: Irene Barragan Silipin, Human Resources Manager, Jon Maginot, Assistant City Manager, Gabriel Engeland, City Manager

Mayor Enander stated that a Closed Session had been held earlier in the evening and reported that there was no action taken and nothing to report.

SPECIAL ITEMS

A. Proclamation of the Mayor recognizing July is Parks Make Life Better Month

Mayor Enander presented the Proclamation recognizing July is Parks Make Life Better Month and introduced Richard Foley, a Los Altos resident, who took the first step that led for the City purchase and the creation of Marymeade Park.

B. Retiring Police Chief Andy Galea Proclamation

Mayor Enander presented the proclamation of retiring Police Chief Andy Galea.

CHANGES TO THE ORDER OF THE AGENDA

No changes were requested.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

The following members of the public spoke: Tanya Maluf, Roberta Phillips, Christine Lenz, Jill Woodford, Toni Moos, Cindy Sidaris, and Joe Beninato.

CONSENT CALENDAR

1. **Minutes:** Approve Minutes of the City Council Regular Meeting of June 14, 2022. (A Rodriguez)
2. **Adopt CalRecycle Local Assistance Grant:** Approve Resolution 2022- __ authorizing the City Manager to accept the grant funding from the State of California in the amount of up to \$44,027 to be used for SB 1383 outreach and education in the next two fiscal years (A. Fairman)
3. **Project Acceptance: Annual Street Resurfacing and City Alley Resurfacing Project:** Adopt Resolution No. 2022-XX FY20/21 re Annual Street Resurfacing and City Alley Resurfacing Project (TS-01001, TS-01003, TS-01004, and TS-01009); consider finding that the project is exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (G. Watanabe)
4. **Project Acceptance: Fremont Avenue Pavement Rehabilitation:** Adopt Resolution No. 2022- ____: Accept the Fremont Avenue Pavement Rehabilitation Project TS-01056, Federal Project STPL-5309(019); consider finding the project exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (G. Watanabe)
5. **Approve Professional Services Agreement Amendment No. 3 with NBS:** Authorize the City Manager to execute Amendment No. 3 on behalf of the City with NBS in the amount of \$22,000 to provide administration of the sewer service charge for FY2021-22 (T. Nguyen)
6. **Approve Financial System Purchase:** Authorize the purchase of a Cloud-Based Enterprise Resource Planner (ERP) from Tyler Technologies, Inc., a Delaware corporation, pursuant to the Cooperative Purchasing Contract, for an initial amount of \$347,002, and \$99,436 annually thereafter for an initial term of five years and a total of \$844,182, inclusive of annual maintenance over the five-year term (J. Furtado)
7. **Award of Contract for Custodial Cleaning Services:** Authorize the City Manager to execute an agreement with IMPEC Group for custodial cleaning services in the amount of \$394,380 for fiscal year 22/23 on behalf of the City (M. Hernandez)
8. **FY 21/22 Final Budget and FY 22/23 Mid Term Budget:** Adopt Resolution 2022-__ FY 22-26 Capital Projects; Adopt Resolution 2022-__ FY 23 Midterm Operating Budget; Adopt Resolution 2022-__ FY 23 Utility User Tax Rate; Adopt Resolution 2022-__ FY 23 Transient Occupancy Tax Rate; Adopt Resolution 2022-__ FY 22 Park in Lieu Fund Appropriation; Adopt Resolution 2022-__ FY 2021/22 Final Operating Budget Resolution (J. Furtado)
9. **Wireless Telecommunications Facilities Ordinance:** Adopt an Ordinance Of The Los Altos City Council Amending Los Altos Municipal Code Chapter 11.12 And Adding Chapter 14.82 Relating To Wireless Telecommunications Facilities And Utility Infrastructure Setting New Locational Requirements And Revising Development Standards.

- 10. Youth Commission Appointments:** Accept the Youth Commission Interview Subcommittee appointment recommendations and make recommended appointments to the Los Altos Youth Commission (A. Rodriguez)

Mayor Enander announced that Consent Item 9 will be heard at an adjourned regular Council meeting on June 30, 2022. The agenda notice for the Wireless Ordinance was posted within 72 hours, but the Final Ordinance and staff report was not posted until yesterday afternoon. For transparency purposes and to make sure the public has time to review and comment on the Final Wireless Ordinance, the Council will make a motion to adjourn to a regular City Council meeting to be held on June 30, 2022, at 7 pm.

Council Member Lee Eng requested Resolution 2022-__ FY 22 Park in Lieu Fund Appropriation be pulled to be voted on by itself, located within Item 8.

Following a motion by Council Member Lee Eng, seconded by Vice Mayor Meadows, Items 1-7, 8 with the exception of Resolution 2022-__ FY 22 Park in Lieu Fund Appropriation, and 10 was approved with the following roll call vote:

AYES: Council Members Fligor, Lee Eng, Weinberg, Vice Mayor Meadows, Mayor Enander
 NOES: None
 ABSENT: None
 ABSTAIN: None

Following a motion by Council Member Weinberg, seconded by Council Member Fligor, Resolution 2022-__ FY 22 Park in Lieu Fund Appropriation was approved as amended with the following roll call vote:

AYES: Council Members Fligor, Weinberg, Vice Mayor Meadows
 NOES: Council Member Lee Eng, Mayor Enander
 ABSENT: None
 ABSTAIN: None

PUBLIC HEARINGS

- 11. 355 1st St LLC:** Consider approval of Proposed Four-Story Multiple-Family Residential Project at 355,365,371,373 First Street; adopt mitigated negative declaration for project (S. Gallegos)

Council Member Weinberg disclosed that he had met with the applicant. Further, his client hired BKF Engineers, which worked on 355 1st St, as an expert witness in a legal case but he has not been in a financial relationship with the company.

Council Members Fligor, Lee Eng, and Vice Mayor Meadows also disclosed that they have met with the applicant.

Sean Gallegos, Senior Planner, presented this item to Council.

Vice Mayor Meadows and Mayor Enander asked clarifying questions. City Attorney Houston and Planning Director Nick Zornes responded. Council asked further clarifying questions to the applicant.

Albert Wang, applicant of 355 First Street, and Jeff Potts addressed the Council and answered questions. Council Member Weinberg asked further questions from City Attorney Houston.

At 9:09 pm, Mayor Enander called a for a recess and returned the meeting back to order at 9:20 pm.

The following members of the Public commented: Jeanine Valadez, Roberta Phillips, Jon Bear, and Joe Beninato.

Council Members Weinberg, Fligor, Vice Mayor Meadows, and Mayor Enander provided additional comments.

Following a motion by Council Member Weinberg, seconded by Vice Mayor Meadows, to adopt Resolution No. 2022-____ which adopts the Initial Study, Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program and approve Design Review application D21-0003 and Subdivision application TM21-0001 for a new 50-unit multiple-family development at 355 First Street with modifications to following Conditions: Condition 20 is modified to acknowledge that the applicant agreed that the BMR unit on the first floor proposed for Unit 2G be moved to Unit 2B; Condition 48 is modified such that all planters along 1st Street shall be moved back at least 18 inches from the public right away unless it is physically precluded by the podium below.

Council Member Lee Eng commented further on the motion. The motion was approved with the following roll call vote:

AYES: Council Members Fligor, Weinberg, Vice Mayor Meadows, Mayor Enander
 NOES: Council Member Lee Eng
 ABSENT: None
 ABSTAIN: None

DISCUSSION ITEMS

12. This item has been removed from the Agenda

Open Government Policy: Review and provide direction accordingly

13. Council Legislative Subcommittee Update And Potential Council Action: Receive update from the City Council Legislative Subcommittee; discuss pending legislation including, but not limited to AB 2053, AB 2097, AB 2221, AB 2625, AB 2164, AB 1944, AB 2011, AB 2181, SB 897, SB 922, SB 930, SB 932, & SB 1067

Mayor Enander presented draft letters to Council.

Council Member Fligor provided comment on AB1944 and Council Member Lee Eng asked clarifying questions.

There was no public comment.

Following a motion by Council Member Fligor, seconded by Mayor Enander, AB1944 was approved 5-0 with the following roll call vote:

AYES: Council Members Fligor, Lee Eng, Weinberg, Vice Mayor Meadows, Mayor Enander

NOES: None
ABSENT: None
ABSTAIN: None

Following a motion by Council Member Lee Eng, seconded by Mayor Enander, AB2011 was approved 5-0 with the following roll call vote:

AYES: Council Members Fligor, Lee Eng, Weinberg, Vice Mayor Meadows, Mayor Enander
NOES: None
ABSENT: None
ABSTAIN: None

Following a motion by Council Member Lee Eng, seconded by Council Member Fligor, AB2097 was approved 3-2 with the following roll call vote:

AYES: Council Members Fligor, Lee Eng, Mayor Enander
NOES: Council Member Weinberg, Vice Mayor Meadows
ABSENT: None
ABSTAIN: None

Following a motion by Council Member Lee Eng, seconded by Mayor Enander, SB 897 was approved 5-0 with the following roll call vote:

AYES: Council Members Fligor, Lee Eng, Weinberg, Vice Mayor Meadows, Mayor Enander
NOES: None
ABSENT: None
ABSTAIN: None

Following a motion by Council Member Fligor, seconded by Mayor Enander, SB 922 was approved 4-0-1 with the following roll call vote:

AYES: Council Members Fligor, Weinberg, Vice Mayor Meadows, Mayor Enander
NOES: None
ABSENT: Council Member Lee Eng
ABSTAIN: None

Following a motion by Council Member Fligor, seconded by Council Member Weinberg, SB 932 as amended was approved 4-1 with the following roll call vote:

AYES: Council Members Fligor, Lee Eng, Weinberg, Mayor Enander
NOES: Vice Mayor Meadows
ABSENT: None
ABSTAIN: None

INFORMATIONAL ITEMS ONLY

14. Tentative Council Calendar

City Manager Engeland noted that the Reach Code Study Session is scheduled for July 12, and not August 23, as noted on the Tentative Calendar and that AB481 will be coming back to Council in August. The Open Government item will be coming back to Council once the subcommittee is able to conclude their work.

COUNCIL/STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

Council Member Fligor asked for City Manager Engeland to provide an update on drought mitigation which he provided.

Council Member Lee Eng further commented on water conservation and requested a presentation from Water District on the topic.

Mayor Enander reported the success of the Pubic Arts Commission Rock Painting event and announced the Dog Park ribbon cutting scheduled later this week as well.

ADJOURNMENT

Mayor Enander moved to adjourned tonight's regular meeting, seconded by Council Member Lee Eng, to Thursday, June 30, at 7 pm to take up Item 9 on the consent calendar and repost the agenda with the notice of adjournment. Motion passed 5-0 with the following roll call vote:

AYES: Council Members Fligor, Lee Eng, Weinberg, Vice Mayor Meadows, Mayor Enander
 NOES: None
 ABSENT: None
 ABSTAIN: None

Meeting adjourned at 11:22 pm to Thursday, June 30, at 7 pm.

The Regular Meeting of the Los Altos City Council, scheduled for Tuesday June 28, 2022, at 7:00 P.M., was adjourned by the Los Altos City Council To Thursday June 30, 2022, At 7:00 P.M.

7:00 PM – Thursday, June 30, 2022

CALL MEETING TO ORDER

At 7:00 p.m. Mayor Enander called the meeting to order.

ESTABLISH QUORUM

PRESENT: Council Members Fligor, Lee Eng, Weinberg, Vice Mayor Meadows and Mayor Enander

ABSENT: None

CONSENT CALENDAR

- 9. Wireless Telecommunications Facilities Ordinance:** Adopt an Ordinance Of The Los Altos City Council Amending Los Altos Municipal Code Chapter 11.12 And Adding Chapter 14.82

Relating To Wireless Telecommunications Facilities And Utility Infrastructure Setting New Locational Requirements And Revising Development Standards.

There was no public comment provided.

Council Member Weinberg moved, seconded by Mayor Enander, to approve Consent Item 9 as presented was approved 3-2 with the following roll call vote:

- AYES: Council Members Fligor, Lee Eng, Mayor Enander
- NOES: Council Members Weinberg, Vice Mayor Meadows
- ABSENT: None
- ABSTAIN: None

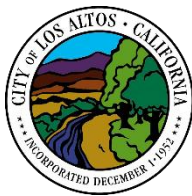
ADJOURNMENT

Meeting adjourned at 7:15 p.m.

Anita Enander MAYOR

ATTEST:

Angel Rodriguez, INTERIM CITY CLERK



AGENDA REPORT SUMMARY

Meeting Date: July 12, 2022

Subject Construction Contract Award: CIPP Corrosion Rehabilitation, Project WW-01005

Prepared by: Thanh Nguyen, Senior Civil Engineer

Reviewed by: Aida Fairman, Environmental Services and Utilities Director

Approved by: Gabriel Engeland, City Manager

Attachment:

- 1. Bid Results
- 2. Resolution No. 2022- ____

Initiated by:

Capital Improvement Plan - Project WW-01005; 2013 Sanitary Sewer Master Plan

Previous Council Consideration:

September 21, 2021

Fiscal Impact:

The construction contract will be in the amount not-to-exceed \$615,600 and up to 15% contingency, if needed, in the amount not-to-exceed \$92,340

- Breakdown of funds to be used:
 - o \$892,190.00 Sewer Enterprise Fund
- Amount already included in the approved budget: Y
- Amount above budget requested: 0 (*includes budget approved for FY 2022/23*)

Project Item	Project Budget
Design	\$151,100.00
Construction (Base Bid)	\$615,600.00
Inspection services	\$31,150.00
Printing/Environmental Doc/Misc.	\$2,000.00
Construction contingency (15%)	\$92,340.00
Estimated Total Cost	\$892,190.00

Reviewed By:

City Manager

GE

City Attorney

JH

Finance Director

JE



Subject: Construction Contract Award: CIPP Corrosion Rehabilitation, Project WW-01005

Funding Source: Sewer Enterprise Fund

Annual CIPP Corrosion Rehabilitation Project	WW-01005
Project balance from prior Fiscal Years	\$473,925
FY 2021/22 Budget	\$465,000
Expended / Encumbered to date (for design)	(\$151,100)
FY 2022/23 Budget	\$480,000
Total Available (as of July 2022)	\$1,267,825

Environmental Review:

Categorically Exempt pursuant to CEQA Section 15301 (b) consisting of the repair and maintenance or minor alteration of existing publicly-owned sewerage facilities involving negligible or no expansion of existing or former use.

Summary:

- The CIPP Corrosion Rehabilitation Project WW-01005 will consist of lining four sewer main segments on El Camino Real as identified in the Sanitary Sewer Master Plan

Staff Recommendation:

Award the construction contract for the Total Base Bid for the CIPP Corrosion Rehabilitation Project WW-01005 to Nor Cal Pipeline Services as the lowest responsible bidder submitting a responsive bid in the amount not-to-exceed \$615,600



Subject: Construction Contract Award: CIPP Corrosion Rehabilitation, Project WW-01005

Purpose

Award the construction contract for the Total Base Bid for the CIPP Corrosion Rehabilitation Project WW-01005 to Nor Cal Pipeline Services as the lowest responsible bidder submitting a responsive bid in the amount not-to-exceed \$615,600.

Background

The 2013 Sanitary Sewer Master Plan Update recommended the rehabilitation of segments of pipe at various locations throughout the City. This project consists of lining four trunk sewer main segments located on El Camino Real. These four lines range in size from 27 to 30 inches in diameter and will be rehabilitated using the trenchless method of Cured-In-Place Pipe (CIPP) lining. On September 30, 2021, the City Manager executed an agreement with Freyer & Laureta for design and construction support services for the project in the amount of \$151,000.

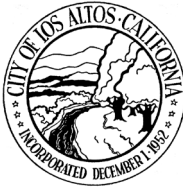
Discussion/Analysis

On June 7, 2022, three bids were opened for the project. The bid results are included in Attachment 1. The project consists of lining trunk sewer mains along El Camino Real at two locations: three continuous segments near the intersection at N. San Antonio Road and one segment between Distel Circle and Distel Drive. It is recommended that the award of the construction contract for the project be made to Nor Cal Pipeline Services, as the lowest responsible bidder submitting a responsive bid in the amount not-to-exceed \$615,600 and up to 15% contingency funds be approved for potential unforeseen conditions during construction.

Nor Cal Pipeline Services has no claims against its contractor’s license. There are no open violations for Nor Cal Pipeline Services listed in the Federal Government’s Occupational Safety and Health Administration (OSHA) database. Nor Cal Pipeline Services has been in business for over 15 years and has satisfactorily completed similar projects for the City of San Jose, City of Santa Cruz, and Truckee Sanitary District.

Recommendation

Award the construction contract for the CIPP Corrosion Rehabilitation Project to Nor Cal Pipeline Services and authorize the City Manager to execute the construction contract on behalf of the City in the amount not-to-exceed \$615,600 and up to 15% construction contingency if needed, in the amount not-to-exceed \$92,340.



**CITY OF LOS ALTOS
CIPP CORROSION REHABILITATION PROJECT
WW0100521
BID SUMMARY**

Bid Opening: June 7, 2022 2:00 p.m.
City of Los Altos Civic Center
One North San Antonio Road
Los Altos, CA 94022

CONTRACTOR	TOTAL BID
Nor Cal Pipeline Services	\$615,600.00
Insituform Technologies, LLC	\$784,376.00
Michels Corporation	\$990,493.00

RESOLUTION NO. 2022-___**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION
CONTRACT WITH NOR CAL PIPELINE SERVICES FOR CIPP CORROSION
REHABILITATION PROJECT WW-01005 IN AN AMOUNT NOT-TO-EXCEED
\$615,600 AND UP TO 15% CONTINGENCY FUNDS NOT-TO-EXCEED \$92,340**

WHEREAS, the project, which consists of lining four trunk sewer main segments located on El Camino Real, will provide necessary rehabilitation to the City's sanitary sewer system to ensure its proper functioning: and

WHEREAS, Nor Cal Pipeline Services was the lowest responsible, responsive bidder for the Project; and

WHEREAS, the project is Categorically Exempt from environmental review pursuant to CEQA Section 15301 (b) consisting of the repair and maintenance or minor alteration of existing publicly-owned sewerage facilities involving negligible or no expansion of existing or former use.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby:

1. Authorizes the City Manager to execute a Construction Contract in an amount not-to-exceed \$615,600 and up to 15% contingency funds not-to-exceed \$92,340 to perform the CIPP Corrosion Rehabilitation Project.
2. Authorizes the City Manager to take such further actions as may be necessary to implement the foregoing agreement.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 12th day of July, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Anita Enander, MAYOR

Attest:

Angel Rodriguez, INTERIM CITY CLERK



AGENDA REPORT SUMMARY

Meeting Date: July 12, 2022

Subject: Construction Contract Award: On-Call Sanitary Sewer Spot Repairs and CCTV Inspection Services (FY 2022-2023)

Prepared by: Thanh Nguyen, Senior Civil Engineer

Reviewed by: Aida Fairman, Environmental Services and Utilities Director

Approved by: Gabriel Engeland, City Manager

Attachment:

- 1. Bid Summary for On-Call Sanitary Spot Repairs and CCTV Inspection Services (FY 2022-2023)
- 2. Resolution No. 2022-____

Initiated by:

Staff

Previous Council Consideration:

None

Fiscal Impact:

The project will have a not-to-exceed cost of \$100,000, and is budgeted in FY 2022/23 budget in the Sewer Fund.

Environmental Review:

The On-Call Sanitary Sewer Spot Repairs and CCTV Inspections project (Project) is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15061(b)(3) (Common Sense Exemption) and 15301(c) (Existing Facilities) in that the Project consists of the operation, maintenance and repair of existing public facilities and is not anticipated to have any significant adverse impact upon the existing environment and will not significantly alter or expand existing facilities. In addition, none of the exceptions set forth in CEQA Guidelines Section 15300.2 to the availability of the foregoing categorical exemptions applies to this project.

Summary:

The project includes on-call repairs to the City’s sanitary sewer system on an as-needed basis as well as Closed Circuit Television (CCTV) inspection of various size sanitary sewer pipes

Reviewed By:

City Manager

GE

City Attorney

JH

Finance Director

JM



Subject: Construction Contract: On-Call Sanitary Sewer Spot Repairs and CCTV Inspection Services (FY 2022-2023)

Staff Recommendation:

Authorize the City Manager to execute a not-to-exceed contract with C2R Engineering, Inc., in the amount of \$100,000 to provide on-call sanitary sewer spot repairs and CCTV inspection services

Purpose

Execute a not-to-exceed contract with C2R Engineering, Inc., in the amount of \$100,000 to provide on-call sanitary sewer spot repairs and CCTV inspection services

Background

The Sewer Division of the City’s Environmental Services and Utilities Department maintains a long list of sewer system deficiencies that require spot repairs. In order to make progress on those repairs and plan for emergency repairs, the City requested bids for On-Call Sanitary Sewer Spot Repairs and CCTV Inspection Services.

Discussion/Analysis

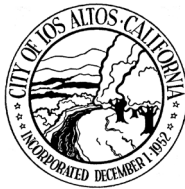
On June 9, 2022, the City opened three bids for On-Call Sanitary Sewer Spot Repairs and CCTV Inspection Services. The bid results are included in Attachment 1.

It is recommended that the award of the not-to-exceed \$100,000 contract be made to C2R Engineering, Inc., which was determined to be the lowest responsive bid. C2R Engineering, Inc. has been in business since 2014 and has satisfactorily completed similar projects for the City of Los Altos, City of Mountain View, Town of Los Altos Hills, and other local agencies. C2R Engineering Inc. has previously completed On-Call Sanitary Sewer Spot Repairs and CCTV Inspections Services for the City of Los Altos in a satisfactorily and timely manner.

Recommendation

The staff recommends awarding the On-call Sanitary Sewer Spot Repairs and CCTV Inspections Services project in the not-to-exceed amount of \$100,000 to C2R Engineering, Inc.

ATTACHMENT 1



**CITY OF LOS ALTOS
ON-CALL SANITARY SEWER SPOT REPAIRS
AND CCTV INSPECTION SERVICES PROJECT
BID SUMMARY**

Bid opening: June 9, 2022 2:00 p.m.
City of Los Altos Civic Center
One North San Antonio Road
Los Altos, CA 94022

CONTRACTOR	TOTAL BID
C2R Engineering	\$79,400.00
SMP, Inc.	\$113,008.00
Express Plumbing	\$135,615.25

RESOLUTION NO. 2022-___

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
AUTHORIZING THE CITY MANAGER TO EXECUTE A CONSTRUCTION
CONTRACT WITH C2R ENGINEERING, INC. FOR THE ON-CALL
SANITARY SEWER SPOT REPAIRS AND CCTV INSPECTION SERVICES (FY
2022-2023) IN AN AMOUNT NOT-TO-EXCEED \$100,000**

WHEREAS, the project, which consists of on-call repairs to the City's sanitary sewer system on an as-needed basis as well as Closed Circuit Television (CCTV) inspection of various sizes of sanitary sewer pipes; and

WHEREAS, C2R Engineering, Inc. was the lowest responsible, responsive bidder for the Project; and

WHEREAS, the Project is Categorically Exempt from environmental review pursuant to CEQA Section 15301 (b) consisting of the repair and maintenance or minor alteration of existing publicly-owned sewerage facilities involving negligible or no expansion of existing or former use.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby:

1. Authorizes the City Manager to execute a Construction Contract in an amount not-to-exceed \$100,000 to perform the On-Call Sanitary Sewer Spot Repairs and CCTV Inspection Services (FY 2022-2023) Project.
2. Authorizes the City Manager to take such further actions as may be necessary to implement the foregoing agreement.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 12th day of July, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Anita Enander, MAYOR

Attest:

Angel Rodriguez, INTERIM CITY CLERK



AGENDA REPORT SUMMARY

Meeting Date: July 12, 2022

Subject Public Art Purchases: *T2* and Midnight Stomp Series

Prepared by: Jon Maginot, Assistant City Manager

Approved by: Gabriel Engeland, City Manager

Attachment(s):

- 1. Picture of *T2*
- 2. Picture of Midnight Stomp Series

Initiated by:

Public Arts Commission

Previous Council Consideration:

None

Fiscal Impact:

The proposed purchases will cost approximately \$20,000 for *T2* and \$25,000 (\$6,250 in FY 22/23; \$6,250 in FY 23/24; \$6,250 in FY 24/25 and \$6,250 in FY 25/26).

- Breakdown of funds to be used:
 - o \$45,000 Public Art Funds
- Amount already included in approved budget: Y/N
- Amount above budget requested: \$0

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does the Council wish to purchase two pieces of art as recommended by the Public Arts Commission?

Summary:

- The artworks Midnight Stomp Series and *T2* are currently on loan to the City
- The Public Arts Commission has recommended purchasing both pieces of art

City Manager

GE

Reviewed By:

City Attorney

JH

Finance Director

JE



Subject: Public Art Purchases: *T2* and Midnight Stomp Series

Staff Recommendation:

Approve the purchase of *T2* for \$15,000 plus tax and Midnight Stomp Series for \$25,000 to be paid over four years



Subject: Public Art Purchases: T2 and Midnight Stomp Series

Purpose

To consider the purchase of two public artworks

Background

One of the primary roles of the Public Arts Commission (PAC) is to administer the public outdoor sculpture program. As part of this program, the PAC routinely issues calls for art to solicit new sculptures to be loaned to the City. Sculptures that are installed as part of these calls are typically loaned to the City for two years. From time to time, these loans will be extended as approved by the PAC. In addition, the PAC will also recommend to the City Council regarding the acquisition of permanent pieces for the City’s collection.

Two artworks, T2 and Midnight Stomp Series, were installed as part of the City’s Sculpture Loan Program. The PAC recommends that the City purchase these pieces.

Discussion/Analysis

The Midnight Stomp Series by Pokey Park is a series of three sculptures, *Electric Slide*, *Midnight Serenade Pose 2*, and *Twist & Shout*. These sculptures were installed in 2015 near 160 First Street. The artist has offered to sell all three sculptures for a total of \$25,000 to be paid over four years.

T2 by artist Charles Gadeken was installed in 2021 outside of the Los Altos Community Center. The artist has offered to sell the sculpture to the City for \$15,000 plus tax.

The PAC voted unanimously to recommend the City purchase both pieces. The budget for the Annual Public Arts Project includes dollars for the purchase of the sculptures. Public Art Fund dollars will be used for the purchases.

Options

- 1) Approve the purchase of both pieces

Advantages: The City would retain two works of art and add them to the City’s permanent public art collection

Disadvantages: The City would be responsible for future maintenance of the pieces. This maintenance is anticipated to be minimal.

- 2) Approve the purchase of one piece



Subject: Public Art Purchases: T2 and Midnight Stomp Series

Advantages: The City would retain one of the works of art and add it to the City’s permanent public art collection

Disadvantages: The City would be responsible for future maintenance of the piece. This maintenance is anticipated to be minimal.

3) Do not approve the purchase of either piece

Advantages: None identified

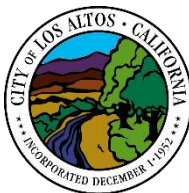
Disadvantages: The City does not add these artworks to the City’s permanent collection.

Recommendation

The staff and Public Arts Commission recommend Option 1.







AGENDA REPORT SUMMARY

Meeting Date: July 12, 2022

Subject Emergency Declaration Resolution

Prepared by: Jon Maginot, Assistant City Manager

Approved by: Gabriel Engeland, City Manager

Attachment(s):

- 1. Resolution No. 2022-xx

Initiated by:

Staff

Previous Council Consideration:

March 12, 2020 (Declaration of Emergency); March 17, 2020; August 24, 2021; October 12, 2021; November 9, 2021; December 7, 2021; January 11, 2022; February 8, 2022; March 8, 2022; April 12, 2022; May 10, 2022; June 14, 2022

Fiscal Impact:

None; however, a local emergency declaration is a prerequisite for requesting state or federal assistance.

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does the Council wish to renew its existing declaration by adopting a resolution declaring a local emergency to emphasize the need for continued adherence to public health guidance?

Summary:

- AB 361 requires the City to adopt a resolution every 30 days extending a local emergency declaration to continue to allow legislative bodies to meet virtually

Staff Recommendation:

Adopt a Resolution extending the declaration of a local emergency due to the COVID-19 pandemic

Reviewed By:

City Manager

GE

City Attorney

JH

Finance Director

JE



Subject: Emergency Declaration Resolution

Purpose

To adopt a resolution extending the existing declaration of emergency

Background

On March 12, 2020, the City Manager issued an Emergency Declaration in response to the COVID-19 pandemic. On March 17, 2020, the City Council adopted Resolution No. 2020-08 ratifying the Emergency Proclamation. The City Council subsequently adopted resolutions monthly beginning in October 2021 continuing the declaration of the existence of a local emergency due to the COVID-19 pandemic.

The threat posed by COVID-19 continues to pose a serious risk to the public health and safety of the City of Los Altos.

Discussion/Analysis

AB 361, signed into law on September 15, 2021, allows a public agency to continue to hold virtual City Council and Commission meetings while under a declaration of emergency without complying with certain elements of the Ralph M. Brown Act. The bill requires that a legislative body renew the declaration of emergency every 30 days in order to continue meeting in this manner. AB 361 applies to local agencies until January 1, 2024.

Recommendation

The staff recommends Council adopt the attached resolution extending the declaration of emergency due to the COVID-19 pandemic.

RESOLUTION NO. 2022-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
DECLARING THE EXISTENCE OF A LOCAL EMERGENCY DUE TO THE
COVID-19 PANDEMIC**

WHEREAS, on March 12, 2020, the Los Altos City Manager, in his capacity as the City’s Director of Emergency Services, proclaimed a local emergency in response to the escalation of COVID-19 to a pandemic, and on March 17, 2020, the City Council adopted Resolution 2020-08 ratifying and continuing the proclamation of local emergency; and

WHEREAS, since October 2021, the City Council has monthly adopted resolutions extending the declaration of a local emergency; and

WHEREAS, by the beginning of July 2022, over 2,300 Santa Clara County residents had died of COVID-19; and

WHEREAS, due to the diligence of Los Altos residents in complying with health guidance Los Altos has one of the lowest rates of reported incidence of COVID-19 infection in Santa Clara County; and

WHEREAS, vaccines provide proven protection against COVID-19; and

WHEREAS, by the beginning of July 2022, approximately 92 percent of Santa Clara County residents over the age of 5 had been vaccinated, and statewide vaccination rates were higher than the national average; and

WHEREAS, the Governor lifted the Blueprint for a Safer Economy on June 15, 2021, and local health restrictions have also been lifted due to sharp declines in COVID-19 case counts since vaccines first became available; and

WHEREAS, despite progress in addressing the pandemic, not all eligible individuals are fully vaccinated, and new, more virulent variants of the SARS-CoV-2 virus are spreading in California and throughout the world; and

WHEREAS, although breakthrough infections are rare for fully vaccinated individuals, available COVID-19 vaccines have proven less effective against variants than against prior strains of the SARS-CoV-2 virus; and

WHEREAS, despite significant progress, COVID-19 remains a threat to public health and safety in the Los Altos community; and

WHEREAS, throughout the pandemic, the City of Los Altos has taken steps to address the health crisis, for example, by facilitating outdoor dining within the City; and

WHEREAS, AB 361 requires the City Council make findings every thirty (30) days reaffirming the existence of a local emergency; and

WHEREAS, in view of the ongoing health crisis, the City Council now desires to affirm its existing declaration of local emergency.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Los Altos that:

1. The City Council has reviewed the need for continuing the declaration of local emergency and finds, based on substantial evidence, that the foregoing recitals are true and correct and that the public interest and necessity require the continuance of the proclamation of local emergency related to COVID-19.
2. Said local emergency shall be deemed to continue to exist until terminated by the City Council of the City of Los Altos.
3. The Director of Emergency Services is hereby directed to report to the City Council within thirty (30) days on the need for further continuing the local emergency. At this If deemed appropriate the City Council may take further action.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the ___ day of ____, 2022 by the following vote:

AYES:
 NOES:
 ABSENT:
 ABSTAIN:

Anita Enander, MAYOR

Attest:

Angel Rodriguez, INTERIM CITY CLERK



AGENDA REPORT SUMMARY

Meeting Date: July 12, 2022

Subject Consider adoption of Resolution No. 2022-XX regarding Project Acceptance of the First Street Resurfacing Project (TS-01002, 01410); consider finding that the project is exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301

Prepared by: Harun Musaefendic, Assistant Engineer
Reviewed by: Jim Sandoval, Public Works Director
Victor Chen, Engineering Services Manager
Approved by: Gabriel Engeland, City Manager

Attachments:
A. Resolution No. 2022-XX
B. Project Map

Initiated by:
City Council CIP Projects TS-01002 (01410)

Previous Council Consideration:
September 11, 2018

Fiscal Impact:
The table below summarizes the final cost of the project.

Project Item	Project Budget	Final Costs
Construction	\$ 129,129.29	\$ 128,479.29
Design	19,259.00	18,966.50
Printing/Misc.	6,000.00	1,819.61
5% Inspection	6,456.46	0
15% Contingency	19,369.39	18,283.44
Totals	\$ 180,214.14	\$ 167,548.84
CIP Budget	\$ 300,000.00	

Total savings between construction, design, and miscellaneous costs was \$132,452.16, which were returned to the CIP Fund Reserves.

City Manager *GE*
 Reviewed By: City Attorney *JH*
 Finance Director *JE*



Subject: Project Acceptance - Resolution No. 2022-____ First Street Resurfacing Project (TS-01002)

Environmental Review:

The acceptance of the work is categorically exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301(c) (Existing Facilities) in that the project consists of the operation, repair, and maintenance of existing facilities, such as streets. Also, the project involves negligible or no expansion of existing or former use, and none of the circumstances stated in CEQA Guidelines Section 15300.2 applies.

Summary:

- The construction contract was awarded to G. Bortolotto & Co. on September 11, 2018.
- The project is complete. Staff recommends the City Council accept the project.

Staff Recommendation:

Adopt Resolution No. 2022-XX accepting completion of the First Street Resurfacing Project (TS-01002) and authorize the Public Works Director to record a Notice of Completion as required by law.

Purpose

Accept the project as complete.

Background

The pavement condition for the segment of First Street between West Edith Avenue and State Street dropped significantly after years of construction projects completed by both City and private contractors. The Capital Improvement Program (CIP) included a budget to resurface First Street for this segment of First Street. First Street Resurfacing Project (TS-01002) was dedicated to repairing and maintaining asphalt concrete (AC) on First Street, between West Edith Avenue and State Street.

The project was substantially completed in May 2019, but punch list items were delayed and not completed until May 2022. One of the punch list items was the weak signal from traffic loops at the intersection of First Street and Edith Avenue, this signal is controlled by the County of Santa Clara. Coordination with the County of Santa Clara personnel caused a significant delay. Staff changes in the Engineering Services Department in 2019 resulted in the focus shifting to completing new and ongoing Transportation projects, minor punch list items associated with this project were not considered a priority. COVID-19 caused additional delays, starting with all construction projects being put on hold until Safety Guidelines were developed and implemented. Also, the contractor that was awarded the project had an extreme hardship due to COVID-19. In



Subject: Project Acceptance - Resolution No. 2022-____ First Street Resurfacing Project (TS-01002)

2022, the contractor had the resources to finish the project so the project could be closed and the 5% retention paid to the contractor.

Discussion/Analysis

The project was completed in accordance with the contract plans and specifications and complies with the Standard Specifications of the City of Los Altos. The final cost of the construction contract with G. Bortolotto & Co is \$146,762.73, which includes the sum of the construction and contingency costs shown in the Final Costs column of the Fiscal Impact table on page 1. All work was completed and is acceptable.

Recording of the Notice of Completion shortens the time for subcontractors and material providers to file stop payment notices on the project and triggers the timeline to release withheld retention in accordance with state prompt payment laws. Attachment 2 is the proposed resolution of acceptance.

When a public works project is completed and the City’s engineering staff determines that the work is acceptable, then the acceptance of the work by the City Council is a quasi-ministerial act such that the City Council must accept the work absent clear evidence that the work was not performed in conformance with the contract.

Recommendation

Adopt Resolution No. 2022-XX accepting completion of the First Street Resurfacing Project (TS-01002) and authorize the Public Works Director to record a Notice of Completion as required by law, and find that the Council’s action in adopting the resolution is exempt from review under CEQA pursuant to CEQA Guidelines Section 15301(c).

RESOLUTION NO. 2022-_____**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
ACCEPTING COMPLETION AND DIRECTING THE PUBLIC WORKS
DIRECTOR TO FILE A NOTICE OF ACCEPTANCE OF COMPLETION OF THE
FIRST STREET RESURFACING PROJECT TS-01002**

WHEREAS, the Los Altos Public Works Director will file with the City Clerk of Los Altos an Engineer's Certificate for the completion of all work provided within and pursuant to the contract between said City and G. Bortolotto & Co., dated October 24, 2018; and

WHEREAS, it appears to the satisfaction of this City Council that work under the said contract has been fully installed and completed as provided in the said contract and the plans and specifications therein referred to.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby authorizes the following:

1. That acceptance of completion of said work is hereby made and ordered;
2. That the Public Works Director is directed to execute and file for recording with the County Recorder of the County of Santa Clara, Notice of Acceptance of Completion thereof, as required by law; and

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 12th day of July, 2022 by the following vote:

AYES:

NOES:

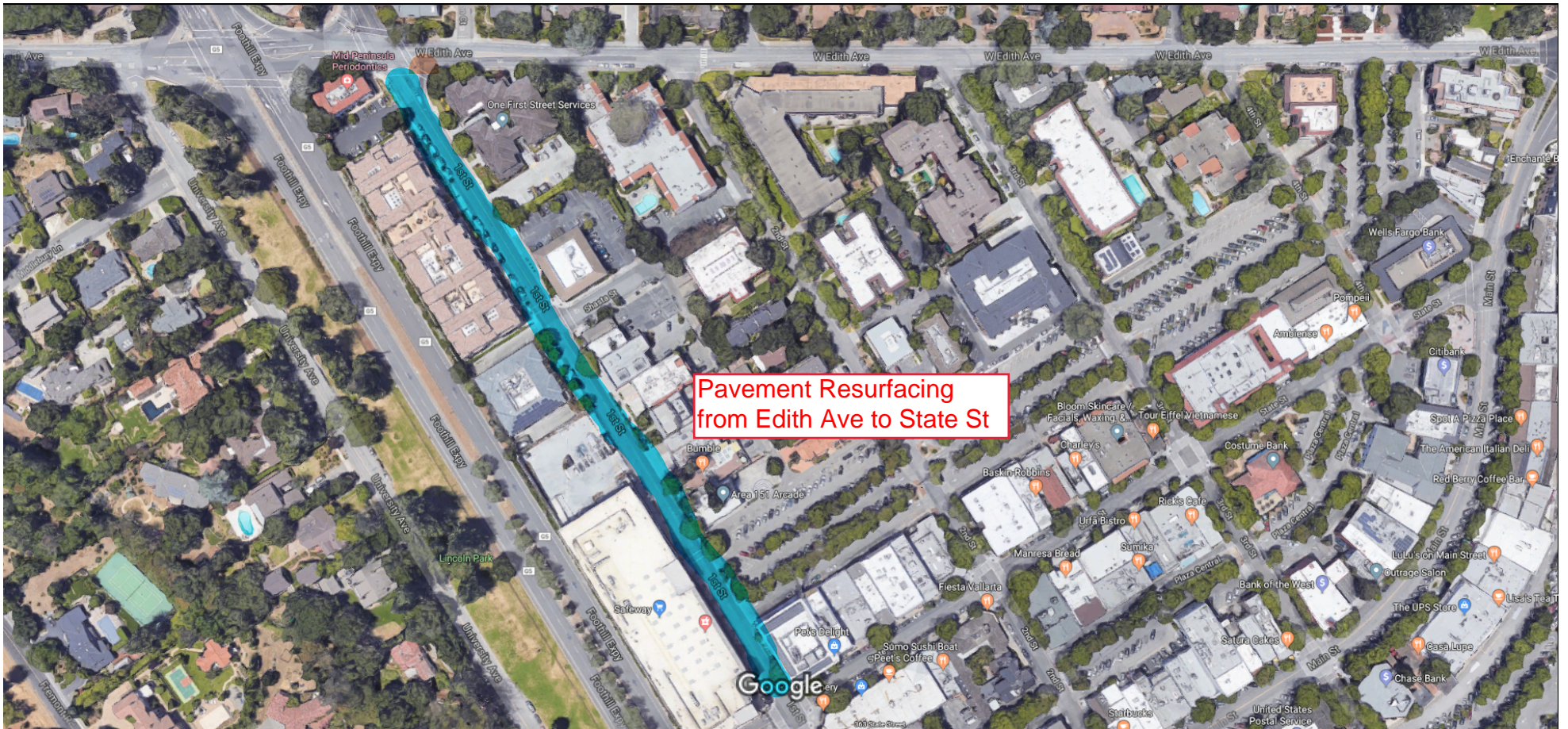
ABSENT:

ABSTAIN:

Anita Enander, MAYOR

Attest:

Angel Rodriguez, INTERIM CITY CLERK



Imagery ©2018 Google, Map data ©2018 Google 100 ft



PUBLIC CORRESPONDENCE

The following is public correspondence received by the City Clerk’s Office after the posting of the original agenda. Individual contact information has been redacted for privacy. This may *not* be a comprehensive collection of the public correspondence, but staff makes its best effort to include all correspondence received to date.

To send correspondence to the City Council, on matters listed on the agenda please email PublicComment@losaltosca.gov

From: [Rita Held](#)
To: [Public Comment](#)
Subject: First Street paving
Date: Tuesday, July 12, 2022 11:32:47 AM

WHY are you spending our tax dollars to resurface/pave First Street now? Even if it's a couple years, please wait until after all the condo etc construction is done!



AGENDA REPORT SUMMARY

Meeting Date: July 12, 2022

Subject: City Council discussion regarding current status of the Sixth Cycle Housing Element 2023-2031 Public Review Draft; direct staff to submit draft Housing Element to HCD following legally required comment period; find that the City Council’s action in providing such direction to staff is exempt from review under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Section 15061(b)(3).

Prepared by: Nick Zornes, Development Services Director

Reviewed by: Jon Maginot, Assistant City Manager

Approved by: Gabriel Engeland, City Manager

Attachment(s):

- 1. 6th Cycle Housing Element 2023-2031, City of Los Altos

Initiated by:

City Council.

Fiscal Impact:

No direct fiscal impact is anticipated for release of the Sixth Cycle Housing Element 2023-2031 Public Review Draft.

Environmental Review:

Submission of the Draft Housing Element to HCD is exempt from review under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that the project will not have a significant environmental effect or that any such effect is wholly speculative at this time in that: the project is required by state law; it involves policies, programs, and actions to meet the City’s RHNA allocation that either would not cause a significant effect on the environment or incorporates actions that have already been taken by the City; final adoption of the Housing Element and its implementation will require subsequent actions by the City, and environmental review of such actions is premature; and the environmental effects of any development projects that may be facilitated by the Housing Element are wholly speculative at this time in the absence of specific development proposals. Additionally, none of the circumstances stated in CEQA Guidelines Section 15300.2 applies. **Staff Recommendation:** Discuss Sixth Cycle Housing Element 2023-2031 Public Review Draft and receive Public Testimony and direct staff to submit the Draft Housing Element to HCD following the completion of the required 30-day public comment period and 10 business days to consider and incorporate public comments.

Reviewed By:

City Manager

GE

City Attorney

JH

Finance Director

JE



Subject: City Council discussion regarding current status of the Sixth Cycle Housing Element 2023-2031 Public Review Draft.

Background

Every eight years the State requires that each jurisdiction update its Housing Element to address future housing needs. The Department of Housing and Community Development (HCD) is the agency responsible for tracking and determining compliance with the State Housing Law.

Objectives of the Housing Element:

- An analysis of housing needs in Los Altos
- Policies that address the needs of the community
- Programs that will implement those policies
- Programs that are required to comply with State law

The Housing Element is part of the City’s General Plan, which sets forth guiding policies for future development. The requirement for each city to adopt a General Plan is contained in State law which also lays out specific requirements for each element. The Housing Element provides an overarching statement of City policies and programs to maintain and improve existing housing and accommodate the City’s fair share of population growth needs. The requirements in State law for Housing Elements include the following:

- Ensure adequate sites for new housing for persons of all income levels
- Encourage and facilitate the development of affordable housing
- Conserve and improve the existing affordable housing stock
- Analyze and remove government constraints on new housing development
- Promote equal housing opportunities
- Preserve assisted housing

What Are Housing Element Programs?

The City of Los Altos must identify specific programs in its housing element that will allow it to implement the stated policies and achieve the stated goals and objectives. Programs must include specific action steps the City will take to implement its policies and achieve its goals and objectives. Programs must also include a specific timeframe for implementation, identify the agencies or officials responsible for implementation, describe the city’s specific role in implementation, and (whenever possible) identify specific, measurable outcomes.

The programs included within the Los Altos Sixth Cycle Housing Element 2023-2031 create the overarching framework and roadmap that will guide the city in meeting its housing needs within the community. Each program included will require additional work, public input, and



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development in the future. This means that programs listed within the Housing Element will be heard at future public hearings and workshops to develop the specific amendments to the City’s Zoning Code and other Land Use documents. This process also allows for specific refinement of each program when developing the implementing ordinances for the City.

Analysis

Regional Housing Needs Allocation (RHNA):

The City of Los Altos is within the Association of Bay Area Governments (ABAG) comprised of 109 jurisdictions, with a Housing Element Planning Period of 2023-2031. Before the Housing Element can be updated, ABAG produces the Regional Housing Needs Allocation (RHNA) in partnership with the California Department of Housing and Community Development (HCD). HCD starts the housing element revision process by determining how many additional housing units each region in California will need over the next housing element revision period. HCD considers the projected population increase to determine the anticipated household growth rate, household sizes, household formation, vacancy rates and jobs-housing balance to determine an allocation of housing need for each region. HCD determined that the Bay Area region must plan for 441,176 new housing units from 2023 to 2031, approximately 2.35 times more units than were included in the previous housing element cycle.

Next, ABAG assigns each jurisdiction within the region with its “fair share” of the RHNA for the housing element planning period, based on an allocation methodology developed as part of the process and approved by HCD. The assigned need is broken down by four income categories: very low, low, moderate, and above moderate. Draft allocations are issued, followed by an appeals period. After the appeal hearings, ABAG will issue final allocations by the end of 2021. ABAG’s final distribution of housing needs numbers must account for the region’s total RHNA.

City of Los Altos final allocation is 1,958 units which are distributed between the following four (4) income categories:

- Very Low Income (Less than 50% of Area Median Income): 501 units
- Low Income (50-80% of Area Median Income): 288 units
- Moderate Income (80-120% of Area Median Income): 326 units
- Above Moderate Income (More than 120% of Area Median Income): 843 units



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The City’s RHNA represents a planning target and is not a building quota. The Housing Element Update must show how Los Altos will accommodate the RHNA on sites that are realistic for housing development within the eight-year housing element period (2023-2031) consistent with State law and guidance.

Sites Inventory

The sites inventory (also called the available land inventory or sites map) is a crucial part of the Housing Element. In the sites inventory, a jurisdiction identifies where it has capacity to meet the housing production quotas assigned by the State through ABAG for all income categories (i.e., RHNA). It is typically in the form of a map and table listing features and characteristics of the properties. State law and guidance include certain requirements for sites to be sufficient for inclusion in the sites inventory (e.g., size of parcels identified for lower income, allowed density for lower income sites, etc.). Specifically, State law requires that the site inventory include:

- Adequacy of infrastructure to support the site
- Adequacy of the site size to accommodate housing for lower-income households as such projects typically require 50-150 units (a minimum site size of 0.5-acre is required for lower-income sites)
- The RHNA income category the site is expected to serve (if the site is later developed for a different income category the City must then identify a new site or sites for a similar amount of the targeted development type)
- A discussion of whether the site was included in previous inventories and, if so, why it has not yet been developed
- A description of how the sites affirmatively further fair housing (defined as taking meaningful actions that, collectively, 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.)
- For sites that are not vacant, an explanation of why it is reasonable to expect that the site will be redeveloped with housing before 2031 (e.g., underutilized property, condition/age of structure, not precluded by existing leases, development trends, market conditions, etc.)

Site Inventory Buffer. SB 166 enacted by the California Legislature and signed by the Governor in 2017 created a requirement for “no net loss” of housing capacity during the entire



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planning period covered by the Housing Element Update. This means that Los Altos must maintain adequate sites to accommodate its remaining unmet RHNA for each income category at all times throughout the entire eight-year planning period covered by the Housing Element Update (through 2031). This requirement is the source of the “buffer” as State law anticipates that not all the sites that are identified will develop at the planned income level. To meet the requirement to maintain adequate sites at all income levels, HCD is recommending that communities include excess housing unit capacity in their plans. While the excess capacity over RHNA is not required, HCD recommends that communities plan for a buffer of between 15 and 30% of their RHNA capacity to assist with compliance with the “no net loss” requirement. Communities are able to address this need for a buffer based on their specific circumstances. In Los Altos’ case, the buffer will be established as part of the site inventory identification process.

On-time Housing Element Importance:

The City must adopt the Sixth Cycle Housing Element 2023-2031 by January 31, 2023. The City must be found to be in substantial compliance (meaning a letter from HCD affirming compliance with Housing Element Law) within 120-days of the statutory deadline of January 31, 2023. If the City is not found in substantial compliance within 120-days of the statutory deadline, all rezoning required within the housing element shall be completed within one year of the housing element due date (as opposed to three years) to maintain housing element compliance. Additionally, an approved Housing Element makes Los Altos eligible for a variety of State grants, including funds for affordable housing, parks, and infrastructure. If the City does not meet its deadline to adopt its updated Housing Element, it could face fines and lawsuits from the State. A court may limit local land use decision-making authority until the City brings its Housing Element into compliance, and ultimately a receiver may be appointed by the court to take control of City operations as necessary to bring the City into substantial compliance with the Housing Element Law.

Housing Element Progress:

In June 2021, the City selected Lisa Wise Consulting (LWC) as the consulting firm to prepare the City’s 2023-2031 Housing Element. LWC began working with staff to collect housing data in late summer and fall. In October 2021, the City Council Housing Element Committee was formed, and the subcommittee provided direction to staff on a community engagement approach. On March 22nd, 2022, the role of the Committee was expanded to provide general feedback in the Housing Element update process. Over the past six months, staff has been working closely with the team at LWC and their outreach subconsultant, Plan to Place, to ensure that Los Altos residents, the local



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business community and its workforce, community and faith-based nonprofits, and other communities of interest, are engaged and informed about the Housing Element update.

Outreach:

Phase One, Staff began the outreach process with a multi-faceted approach last November through 1) the establishment of a Housing Element page on the City’s website, which is maintained by LWC and city staff, and is linked to the City’s main webpage, through which the city has received input directly from residents and businesses; 2) six Housing Element pop-up tables at various events around the city; 3) ongoing small group virtual meetings on the Housing Element, ranging from 2 to 10 attendees, of which 30 have been held to date, where staff presents information and answers questions; 4) two double page ads in the Town Crier; 5) ongoing Housing Element newsletters and alerts for over 150 persons who have signed up on the interest list; 6) two Community Workshops, with the first attended by over fifty households, and the second on March 1st, attended by over 150 households; 7) an informational flier sent to every household in Los Altos; and multiple banners (8’ by 3’) posted on varies City Buildings and street corners advertising the Housing Element Update website and opportunity for continued public input.

Phase Two, provided information and allowed feedback on the potential housing element sites and potential rezoning sites in the City. Staff sent a postcard to all Los Altos residents, informing them of the community workshop on March 1st, requesting feedback on the potential sites and rezoning opportunities, and directing them to the Housing Element website for complete information. A map of potential sites and rezoning opportunities was posted on the Housing Element website prior to the March 1st, community workshop.

Since that time, staff has met with the business community, residents, and many local organizations, including the Chamber of Commerce, Los Altos Village Association, Los Altos Property Owners Downtown, the Los Altos Advocates for Affordable Housing, the League of Women Voters, Los Altos Residents, Friends of Los Altos, nonprofit housing developers, community-based and faith-based nonprofits, veterans groups, and businesses and their workforce. Staff has received and shared with the consultant many e-mails related to the sites analysis from all groups, developers, residents, and interested parties.

Discussion

On April 26, 2022, at a Joint Session Planning Commission and City Council meeting, LWC presented five (5) policy options for the Council and Commission consideration and feedback. Discussion was held related to allowing residential uses in PCF and OA zoning districts, and whether to increase density and height in CR, CRS, and the Loyola Corners Specific Plan. After



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the April 26, 2022, Joint Session Planning Commission and City Council meeting, LWC and staff have reconciled comments received and incorporated as necessary required modifications to the Draft Sixth Cycle Housing Element.

On June 22, 2022, the City of Los Altos made available the Public Review Draft of the Sixth Cycle Housing Element 2023-2031, opening the required minimum 30-day public participation requirement. The Public Review Draft was posted on the dedicated housing element webpage at: www.losaltoshousing.org and shared in a Citywide Press Release in addition to an email/newsletter sent to all interested parties on the housing element update distribution list.

On July 7, 2022, the Public Review Draft was presented to the Planning Commission. The Planning Commission received an overview of the completed Public Review Draft, accepted Public testimony, discussed the item and recommended that the City Council submit the Public Review Draft of the Sixth Cycle Housing Element 2023-2031 to HCD following the required Public Participation period.

At the July 12, 2022 City Council meeting, City Council will accept Public Testimony regarding the of the Public Review Draft of the Sixth Cycle Housing Element 2023-2031, discuss the draft, and direct staff to consider and incorporate appropriate public comments into the Draft Housing Element during the required 10 business days, and then transmit the document for HCD’s formal first review.

Housing Element Update Timeline (Approximate Dates for reference only):

Public Review Draft-Released for Comments	6-22-2022 (30 Calendar Day Minimum)
Planning Commission Meeting-Review Public Draft	7-7-2022
City Council Meeting-Review Public Draft	7/12/2022
Public Review Draft-Comment Period Closes	7-24-2022
Consider & Incorporate Public Comments Begins	7-25-2022 (10 Business Day Minimum)
Consider & Incorporate Public Comments Ends	8-5-2022
HCD Submittal-First Review* (Earliest possible day to submit 8/8/22, however subject to change based on time to consider & incorporate comments.)	Aug. 2022 (90 Calendar Day Maximum)
HCD Comment Letter Due to City	Nov. 2022
City/Consultant to Revise Housing Element* (Must address all comments and direction provided by HCD; additional revisions from public comment can also be incorporated to draft at this time.)	



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Housing Element Adoption-Statutory Due Date	1-31-2023
HCD Submittal-Second Review*	(60 Calendar Day Maximum)
Housing Element Certification (The City’s Housing Element must be found in substantial compliance within 120 Days of the statutory due date.)	

***Subject to change based on input provided by public, and comments received by HCD.**

The timeline presented above reflects the critical milestones (and approximate dates) that the City must adhere to in order to adopt and be found to be in substantial compliance by HCD. Dates that are provided above could potentially be shifted based on Public Comments Received and Formal Comments Provided by HCD. The City will continue to engage the community throughout the development of the Sixth Cycle Housing Element until it is found to be in substantial compliance with housing element law; meaning that the initial 30-day Public Comment period is not the only opportunity for the community to provide feedback on the Draft Housing Element.

Recommendation

Discuss Sixth Cycle Housing Element 2023-2031 Public Review Draft and receive Public Testimony and direct staff to submit the Draft Housing Element to HCD following the completion of the 30-day public comment period and 10 business days to consider and incorporate public comments.

6th Cycle Housing Element 2023-2031

City of Los Altos

Public Review Draft

June 2022



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Appendix A: Housing Needs Assessment

Appendix B: Sites Inventory and Methodology

Appendix C: Housing Constraints

Appendix D: Existing Programs Review

Appendix E: Public Participation Summaries

Appendix F: Affirmatively Furthering Fair Housing Assessment

Appendix G: Housing Resources

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Section I Introduction

I.A Community Context

Los Altos was incorporated in 1952; most of the City’s growth occurred between 1950 and 1980. Los Altos was originally an agricultural town with many summer cottages and apricot orchards, and now is a residential community with tree-lined streets and a small-village atmosphere in the heart of world-famous Silicon Valley. Just 40 miles south of San Francisco, Los Altos is served by seven small retail districts, primarily in the Downtown area and on Foothill Expressway and El Camino Real. The seven square mile community is developed with various businesses, schools, libraries, and churches.

I.B Housing Element Purpose

The State of California has stated that the availability of decent and suitable housing for every California family is “a priority of the highest order” (California Government Code §54220). This objective has become increasingly urgent in recent years as communities across the State, including Los Altos, struggle to meet the housing needs of all their residents. State Housing Element Law, established in 1969, recognizes the vital role local governments play in the supply and affordability of housing and requires all cities and counties in California establish a long-range plan to meet their fair share of regional housing needs. Cities are charged with planning for the welfare of their citizens, including ensuring that the existing and projected demands for housing are adequately met.

*High housing costs — and related housing instability issues — **increase health care costs** (for individuals and the State), **decrease educational outcomes** (affecting individuals, as well as the State’s productivity), **and make it difficult for California businesses to attract and retain employees.***

– State of California 2025 Statewide Housing Assessment

The housing element is the primary tool used by the State to ensure local governments are appropriately planning for and accommodating enough housing across all income levels. This Housing Element covers the planning period 2023-2031. The housing element is a mandatory part of a jurisdiction’s General Plan, but differs from other General Plan elements in two key aspects. The housing element must be updated every eight years for jurisdictions within a metropolitan planning organization (MPO) on a four-year regional transportation plan (RTP) cycle, such as the Association of Bay Area Governments (ABAG). The housing element must also be reviewed and approved (i.e., certified) by the California Department of Housing and Community

Development (HCD) to ensure compliance with statutory requirements. Certification also ensures that the City remains eligible for various State and federal funding sources.

In practical terms, the Housing Element provides the City with an opportunity to assess its housing needs and to develop policies and actions that effectively respond to those needs. Amongst other groups, the Housing Element affects teachers in our schools, employees in our local businesses, older residents on fixed incomes, parents and their adult children who want to remain in or return to Los Altos, and young persons wishing to live in the community. Ultimately, the supply and cost of housing affects the entire Bay Area economy and people's quality of life in the region.

At the time of publication, the COVID-19 crisis has impacted the Bay Area in significant ways. The pandemic has made the issue of housing security even more acute as residents face job loss, housing cost pressures, and disparate health impacts from the pandemic. This Housing Element has had to respond to these conditions by transitioning the public outreach process to reflect the limitations brought on by COVID-19. These actions are detailed in this report.

I.C Organization of the Housing Element

Per California Government Code §65580-65589, a housing element must consist of the following components:

- **Existing Programs Review:** An evaluation of the results of the goals, policies, and programs adopted in the previous Housing Element that compares projected outcomes with actual achieved results.



- **Housing Needs Assessment:** An analysis of the existing and projected housing needs of the community. It provides a profile of socio-demographic information, such as population characteristics, household information, housing stock, tenure, and housing affordability. The assessment also considers local special housing needs, such as, seniors, farmworkers, homeless, large households, and female-headed households.



- **Sites inventory and Methodology:** An inventory listing adequate sites that are suitably zoned and available within the planning period to meet the City's fair share of regional housing needs across all income levels.



- **Housing Resources:** An identification of resources to support the development, preservation, and rehabilitation of housing.



- **Housing Constraints:** An assessment of impediments to housing production across all income levels covering both governmental (e.g., zoning, fees, etc.) and nongovernmental (e.g., market, environmental, etc.).



- **Affirmatively Furthering Fair Housing Assessment:** AB 686 requires cities and counties to take deliberate actions to foster inclusive communities, advance fair and equal housing choice, and address racial and economic disparities through local policies and programs. The goal of AB 686 is to achieve better economic and health outcomes for all Californians through equitable housing policies. The assessment of affirmatively furthering fair housing documents compliance with AB 686.



- **Goals, Policies, and Programs:** This Section provides a statement of the community's goals, quantified objectives, and policies to maintain, preserve, improve, and develop housing, as well as a schedule of implementable actions to be taken during the planning period to achieve the goals, objectives, and policies. Quantified objectives for new construction, rehabilitation, and conserved units by income category (i.e., very low, low, moderate, and above moderate) are included to make sure that both the existing and the projected housing needs are met, consistent with the City's share of the Regional Housing Needs Allocation (RHNA).



Section II provides a summary of the projected housing need. Section III summarizes the adequacy of housing sites and housing resources with reference to relevant appendices. Section IV contains goals, policies, and actions related to housing in Los Altos. The comprehensive research and analysis supporting the development of Section IV, are compiled in appendices to this Housing Element. These appendices contain the full set of information used to inform the City's goals, policies, and programs:

- Appendix A: Housing Needs Assessment
- Appendix B: Sites Inventory and Methodology
- Appendix C: Housing Constraints
- Appendix D: Existing Programs Review
- Appendix E: Public Participation Summaries
- Appendix F: Affirmatively Furthering Fair Housing Assessment

- Appendix G: Housing Resources

I.D Data Sources and Methods

This Housing Element was updated in accordance with California Department of Housing and Community Development (HCD) guidelines for the 6th Housing Element Cycle, incorporating additional considerations required under new State housing-related legislation. Specific documents are referenced throughout the Housing Element, including but not limited to the Los Altos General Plan 2002-2020 and Los Altos Municipal Code. The analyses and findings in this document relied on data compiled from various sources, including:

- US Census Bureau (American Community Survey, Longitudinal Employer-Household Dynamics)
- California Department of Housing and Community Development (HCD)
- California Department of Finance (DOF)
- US Department of Housing and Urban Development (HUD)
- Consumer Financial Protection Bureau (CFPB)
- Association of Bay Area Governments (ABAG) pre-certified data

This document was also informed by information provided by residents, business groups, local institutions, City staff, and elected officials.

I.E Summary of Public Participation

Public participation is crucial in shaping Los Altos' housing strategy. Understanding the needs of the community enables the development of housing strategies that are most appropriate and effective. Public outreach also allows the City to identify concerns unique to certain interest groups and service providers that may not have been initially apparent. As part of the development of this Housing Element, the City's public participation program included a wide range of focus group meetings, community workshops, and meetings with the Planning Commission and City Council, as well as a variety of online resources and comment forms. Outreach activities are summarized below. For detailed public outreach summaries, please see Appendix E.

[This Section will be updated as public participation is ongoing.]

Website

The Housing Element Update website (<https://www.LosAltosHousing.org>) was used to provide information on the Housing Element update process and timeline, resources (e.g., reference material, draft documents, etc.), meeting notices and materials, and City contact information. Any person could sign up to receive email notifications about upcoming meetings and availability of information. The website was translatable into over 10 languages (e.g., Chinese (simplified),

Spanish, etc.), and key resource materials were translated into both Spanish and simplified Chinese. Additionally, the website offered multiple opportunities for online input through community feedback forms available throughout the process.

Public Outreach and Events

Pop-Up Events

The pop-up events provided information regarding the Housing Element update process, including frequently asked questions and informational handouts, at various locations throughout the City as follows:

- Tree Lighting/First Friday in Downtown Los Altos: December 3, 2021
- Grant Park Community Center: December 8, 2021
- Los Altos Library: December 10, 2021
- Mini Holiday Market at State Street Market: December 20, 2021
- Woodland Library: January 5, 2022
- Draegers: February 25, 2022
- Los Altos Library: March 10, 2022
- Grant Park Community Center: March 23, 2022

Focus Group Meetings

Focus group meetings were held to gain greater insight into the highest priority housing considerations from the perspective of various interest groups, including housing developers and housing advocates. This enabled the City to better understand local challenges and opportunities that may not be effectively gathered in a larger group setting. Focus group discussions were guided by open-ended questions about fair housing issues, market characteristics, development constraints, and housing needs. Since not all invitees were able to attend the scheduled focus group meetings, questions discussed at these meetings were provided via email to all invitees to provide input at their convenience.

- Housing Advocates: December 8, 2021
- For- and Non-Profit Housing Developers: December 15, 2021

The City also conducted a meeting with the business community on April 7, 2022

Small Group Meetings

A series of over 25 small group meetings occurred from January to March 2022 which included over 120 participants and interested parties including Los Altos Village Association, Los Altos for Neighborly Development, property owners, residents, Friends of Los Altos, the Los Altos Women's Caucus, Los Altos Housing Advocates, and others. These meetings allowed individuals

and groups to ask questions, learn more about the Housing Element update process, and provide input.

Community Workshops

Workshops provided opportunities for community input and discussion at multiple stages of the process. The first community workshop focused on listening to participants input on housing needs, constraints to housing, and housing opportunities. The second community workshop consisted of a discussion of potential housing sites and options for zoning amendments to accommodate additional housing capacity.

- Community Workshop #1: January 13, 2022 (presentation materials were translated into both Spanish and simplified Chinese)
- Community Workshop #2: March 1, 2022 (a Spanish interpreter provided interpretation services)

City Council/Planning Commission Study Sessions

Study sessions were conducted with the City Council and Planning Commission to provide opportunities for input and discussion prior to preparation of the draft Housing Element. Public comments were also provided at these study sessions.

- Planning Commission and City Council Study Session #1: December 14, 2021
- Planning Commission and City Council Study Session #2: April 26, 2022

A Planning Commission meeting was also held on February 3, 2022 to primarily discuss constraints to housing and opportunities to facilitate housing in Los Altos.

Affirmatively Furthering Fair Housing Targeted Outreach

The City conducted targeted outreach to solicit input on housing needs and challenges facing populations disproportionately impacted by fair housing issues. This included sending letters to over 200 local and regional contacts, including community organizations, schools, Foothill College, equity advisory group members, providers of fair housing organizations, the Santa Clara County Housing Authority, and local employers. Those contacted were encouraged to meet with City staff to discuss challenges and concerns faced by residents and the groups they serve or represent early in the process. Some of these contacts met with City staff as part of the Small Group Meetings discussed above, or otherwise provided comment.



Input Requested on Los Altos Housing Element Update

Solicitando información sobre el Elemento de Vivienda de Los Altos

敬请提供对于Los Altos住房要素更新(Housing Element Update)的意见

The City also distributed a questionnaire or feedback form to employers aimed at soliciting feedback from the local workforce. These forms were provided in both English and Spanish.

To ensure the broadest reach, the City sought input from difficult to reach segments of the community through various methods. This included pop-up events, focus group meetings, online engagement, postcard mailers to all residents, direct mailings to service providers, street banners, and window cards at all businesses in the city. Input and issues raised during this outreach has been integrated into the Housing Element as described below.

Summary of Public Comments

A summary of key themes from public comments is presented below. Please see Appendix E for comprehensive summaries from the community workshops and focus group meetings.

- There are not enough new housing units being built in Los Altos.
- The mix of housing types in Los Altos is limited. There is a need for affordable housing in a range of sizes and types.
- The City should prioritize new housing in areas that have transit, are walkable, and have access to services, schools, and businesses.
- Housing should be available for critical or essential workers like firefighters, City staff, and teachers.
- Housing should be attainable for commuters living outside of Los Altos but work in Los Altos.
- Senior housing should be provided to accommodate an aging population.
- Housing for persons with disabilities, including development disabilities, should be provided.
- Concern about the impact additional housing could have on parking, traffic, open space, trees, and privacy.
- Los Altos should protect its small-town character, and new development should be designed to consider neighboring homes.
- Concern about neighborhood commercial areas converting into residential.
- Support for converting offices into residential.
- Parking requirements are a significant constraint to housing development, such as in Downtown.
- ADU approvals should happen more quickly; the processing of ADUs should be streamlined. The City needs to eliminate the Planning Division “pre-review” of ADUs.

- The City should allow greater flexibility of housing developments to allow for varying architecture; “the standards are too prescriptive”.
- The City should allow a variety of dense affordable housing. Higher density should be allowed along El Camino Real.
- The City’s development review process should be more efficient, and the story pole requirement removed.
- The City Council should not have final review of development. Los Altos should be like other cities where Planning Commission is the only review.
- New homes should be energy efficient in their design and construction.
- The City should plan for infrastructure needs (water, schools, traffic, etc.) when considering new housing.

Integration of Comments into the Housing Element

The comments provided have been incorporated and addressed in the updated Housing Element, specifically through the Housing Needs Assessment (Appendix A), the Sites Inventory and Methodology (Appendix B), Affirmatively Furthering Fair Housing (Appendix F), and through programs. Additionally, the City expanded outreach efforts to directly target underrepresented populations and populations disproportionately impacted by fair housing issues based on comments received early in the process. Various programs that address comments include the following:

- Rezone land to allow more opportunity for housing throughout the city, including areas served by transit (various programs under Goal 1).
- Allow for and encourage a variety of housing types to accommodate housing needs, including removing minimum unit size requirements (Programs 1.E and various programs under Goals 3 and 4).
- Incentivize housing for special needs groups, including seniors and people with disabilities, including developmental disabilities (Program 4.H).
- Develop a reasonable accommodation ordinance and promote resources to assist seniors in maintaining and rehabilitating their homes (Programs 4.F and 4.G).
- Facilitate alternate modes of transportation for residents throughout the city to encourage walking, biking, and transit use, and to help meet the needs of seniors and persons with disabilities (Program 4.J).
- Prepare a parking plan for Downtown and update parking requirements to reflect best practices, meet community needs, and facilitate housing (Program 3.A).
- Allow residential within the Office Administrative Zone to allow existing office space to convert or add housing to existing developments (Program 1.C).

- Encourage and streamline ADUs through various actions, including standard ADU building plans (Program 2.D).
- Remove the density limit along El Camino Real (Commercial Thoroughfare Zone) (Program 1.B).
- Amend the design review process and requirements, including removing the story pole requirement and having City Council function as an appeal body only (Program 3.H).
- Promote sustainability measures in housing through implementation of the City's Climate Action and Adaptation Plan and raising awareness (Program 7.A).

I.F Consistency with Other General Plan Elements

The Housing Element is one of the eight elements of the City's General Plan, a long-range vision document that provides guidance for future development in Los Altos. City Council adopted its General Plan in 2002. For the General Plan to provide effective guidance on land use issues, the goals, policies, and programs of each element must be internally consistent with other elements. This Housing Element builds upon the existing General Plan and is consistent with its goals and policies. Various Housing Element programs require Zoning Code amendments, and some will require amendments to the General Plan for consistency. As those Housing Element programs are implemented, the General Plan will be amended concurrently to ensure consistency across planning documents. In the event an element of the General Plan is amended, the City will consider the impacts of the amendment on the other elements to maintain consistency across all documents.

I.G Other Statutory Requirements

Water and Sewer Priority

Government Code §65589.7 requires each public agency or private entity providing water or sewer services to grant a priority for the provision of these services to proposed developments that include lower income housing units. In Los Altos, water service is provided by the California Water Service Company and the Santa Clara Valley Water District, while sewer services are provided by the City of Los Altos Public Works Department in concert with the Palo Alto Regional Water Pollution Control Plant. The City has not denied, applied conditions, or reduced the amount of sewer service for a development that includes housing affordable to lower-income households consistent with State law. As part of this Housing Element, the City will adopt written policies and procedures that grant a priority for sewer hook-ups and service to developments that help meet Los Altos' share of the regional need for lower-income housing (see Program 2.F).

Government Code §65589.7 also requires adopted housing elements to be immediately delivered to all public agencies or private entities that provide water or sewer services for municipal and industrial uses, including residential. The City will provide the future adopted housing element to

the California Water Service Company, Santa Clara Valley Water District, and Palo Alto Regional Water Pollution Control Plant.

Section II Projected Housing Need

II.A Introduction/Overview of ABAG Methodology

State Housing Element law (Government Code §65580 et. seq.) requires regional councils of governments to identify for each member jurisdiction its "fair share allocation" of the Regional Housing Needs Assessment provided by the California Department of Housing and Community Development (HCD). In turn, each city and county must demonstrate the capacity to accommodate their local share of regional housing needs in the community's housing element. Each jurisdiction's responsibility for meeting the overall regional housing need is established as a Regional Housing Needs Allocation (RHNA).

The Association of Bay Area Governments (ABAG), the council of governments for the Los Altos area, adopted its final 6th Cycle RHNA allocation methodology in December 2021. ABAG considered several factors in preparing the methodology, which weighed both projected and existing need. Projected need was informed by the target vacancy rate, the rate of overcrowding, and the share of cost-burdened households household growth, future vacancy need, and replacement need, while existing need considered transit accessibility and job accessibility. The distribution of the RHNA across the four income categories factored in a social equity adjustment, which allocated a lower proportion of lower-income RHNA to jurisdictions that already had a high concentration of such households in comparison to the County, as well as the goal to Affirmatively Further Fair Housing (AFFH), which adjusted the distribution of RHNA in jurisdictions considered either very low or very high resource areas. According to Appendix 6 of ABAG's Draft RHNA Plan, Los Altos had a net zero change in RHNA on account of the equity adjustment.

II.B Santa Clara County Income Limits

The projected housing needs are broken down by income category based on definitions in the California Health and Safety Code (§50079.5). HCD calculates "acutely low", "extremely low", "very low", "low", "median", "moderate", and "above moderate" income limits, and publishes these limits at the county level. Santa Clara County's 2021 income limits for households of one to four persons are shown in Table II-1. See Appendix A, Table A-5, for a table listing income limits for households of up to eight persons.

Table II-1: Santa Clara County 2021 Income Limits

Number of Persons in Household	1	2	3	4
Acutely Low (0-15% of AMI)¹	\$15,900	\$18,150	\$20,450	\$26,350
Extremely Low (15-30% of AMI)	\$34,800	\$39,800	\$44,750	\$49,700
Very Low (30-50% of AMI)	\$58,000	\$66,300	\$74,600	\$82,850
Low (50-80% of AMI)	\$82,450	\$94,200	\$106,000	\$117,750
Median (80-120% of AMI)	\$105,900	\$121,050	\$136,150	\$151,300
Moderate (120% of AMI)	\$127,100	\$145,250	\$163,400	\$181,550

¹“Acutely Low” income category effective January 1, 2022.

Source: Department of Housing and Community Development, 2021

II.C Regional Housing Needs Allocation

The RHNA for Los Altos is shown in Table II-2. The City has a total allocation of 1,958 units for the 2023 to 2031 planning period.

Table II-2: 6th Cycle RHNA

Income	Los Altos		Santa Clara County		ABAG	
	Number of Units	Percent	Number of Units	Percent	Number of Units	Percent
Total	1,958	100%	88,997	100%	441,176	100%
Extremely Low and Very Low¹	501	25%	32,316	25%	114,442	26%
Low	288	15%	18,607	14%	65,892	15%
Moderate	326	17%	21,926	17%	72,712	17%
Above Moderate	843	43%	56,728	44%	188,130	42%

¹ “Extremely Low” included in “Very Low” Category, assumed to be 50% of the Very Low allocation.

Source: ABAG, LWC

The City is not responsible for the actual construction of these units. The City is, however, responsible for creating a regulatory environment in which the private market could build unit types reflected in the RHNA. This includes the creation, adoption, and implementation of General Plan policies, zoning standards, and/or economic incentives to encourage the construction of various types of units.

Section III Housing Resources

III.A Introduction

There are a variety of resources available to support the City in implementation of its housing strategy, landowners and developers seeking to provide affordable housing, and residents in need of housing assistance in Los Altos. This Section provides a summary of land resources available to accommodate future housing in the City. The detailed housing capacity analysis and methodology is contained in Appendix B. This Section also includes a list of local, regional, State, and federal programs that provide financial and related assistance to support the City in meeting its housing goals.

III.B Land Resources

A critical part of the Housing Element is the sites inventory, which identifies a list of sites that are suitable for future residential development. State law mandates that each jurisdiction ensure availability of an adequate number of sites that have appropriate zoning, development standards, and infrastructure capacity to meet its fair share of regional housing need (i.e., RHNA) at all income levels. The inventory is a tool that assists in determining if the jurisdiction has enough land to meet its RHNA given its current regulatory framework.

Identification of Sites Suitable for Housing

The sites identified in the site inventory (Appendix B) are comprised of parcels located in various areas and zones within the City.



Each site has undergone an assessment to determine development potential and residential unit capacity given existing zoning standards, potential capacity under new zoning regulations, and development trends. For detailed information, please see Appendix B.

Summary of Adequate Sites

Table III-1 summarizes the City's methods for satisfying its RHNA. Based on accessory dwelling unit (ADU) projections, entitled and proposed projects, available 6th Cycle sites (including a rezoning program), the City has enough capacity in all income categories.

Assumptions and methodology for this determination and a detailed list of sites are included in Appendix B.

Table III-1: Residential Development Potential and RHNA

	Extremely Low	Very Low	Low	Moderate	Above Moderate	Total
RHNA	See Very Low	501	288	326	843	1,958
ADUs	See Very Low	16	97	161	48	322
Approved/Entitled Projects	22	77	30	38	420	587
Remaining RHNA	See Very Low	386	161	127	375	1,049
Site Inventory ¹	See Very Low/Low	557		168	323	1,049
Surplus/(Shortfall)		10		41	(52)	(1)
Rezone Sites (Net New)		408		128	64	600
Surplus/(Shortfall) with Rezone Sites		418		169	12	599
1. Considers net new units only.						
Source: City of Los Altos, LWC 2022						

III.C Financial and Administrative Resources

Appendix G provides a list of financial, administrative, and other resources at the local, regional, state, and federal levels to help the City address its housing needs. Availability of these resources is dependent on governmental priorities, legislation, and continued funding, which may be subject to change at any time.



III.D Opportunities for Energy Conservation

The cost of energy can greatly impact housing affordability, as energy costs can constitute a significant portion of total housing costs. High energy costs also particularly impact low-income households that are less likely to have the ability to cover increased expenses. Please refer to Appendix G to see a list energy conservation programs available at the local, regional, State, and federal levels.

Section IV Housing Plan

IV.A Goals, Policies, and Programs

The Housing Plan of the Housing Element serves as the City’s strategy for addressing its housing needs. This Section describes the housing goals, policies, and programs of the Housing Element for the City of Los Altos.



Goals are aspirational purpose statements that indicate the City’s direction and intent on housing-related needs. Each goal encompasses several policies, which are statements that describe the City’s preferred course of action among a range of other options. Each goal also includes programs, which provide actionable steps to implement the City’s goals and to further the City’s progress towards meeting its housing allocation. Some programs contain quantified objectives, which represent measurable outcomes that can be used to benchmark the success of each program.

This Housing Element contains actions intended to significantly increase the amount and types of housing for all income levels in Los Altos. These efforts are expected to be initiated throughout the planning period, which is from January 31, 2023, to January 31, 2031. In accordance with State law, the City will also evaluate the progress and effectiveness of Housing Element programs on an annual basis. Together, these actions reflect the City’s commitment to increasing affordable housing and improving existing housing conditions.

The following list of goals, policies, and programs includes a combination of strategies, including a continuation of existing successful policies and programs as well as new policies and programs to tackle emerging opportunities and constraints, address changes in State law, and provide innovative approaches to accommodate the larger RHNA.

Goal 1: Promote new housing construction to meet Los Altos’ Regional Housing Needs Allocation (RHNA).

Policies

Policy 1.1: Diversity of Housing Types.

The City will encourage a diverse range of both market-rate and affordable housing sizes and residential densities to accommodate the varied housing needs of families, couples, and individuals.

Policy 1.2: Mixed-Use Development.

The City will encourage mixed-use development in designated zoning districts.

Policy 1.3: New Rental Units.

The City will encourage the development of new rental units in multi-family districts.

Programs**Program 1.A: Rezone for RHNA shortfall.**

To accommodate the remaining above moderate-income RHNA of 52 units, the City will identify and rezone sufficient vacant land or land with redevelopment potential to provide capacity for this shortfall. Appendix B (Sites Inventory and Methodology) identifies potential parcels for rezoning to address this shortfall and provide excess capacity throughout the planning period. Separate programs detail specifics of various rezoning actions that would provide additional capacity for all income levels.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Sites rezoned to address shortfall by January 31, 2026

Objective: The City will amend the Zoning Map and/or Zoning Code to create the opportunity for at least 52 above moderate-income housing units

Program 1.B: Facilitate higher density housing in the Commercial Thoroughfare (CT) District.

The Commercial Thoroughfare (CT) Zone is located along El Camino Real with a maximum density of 38 units per acre and a maximum height of 45 feet. Development trends in this area are showing much higher densities and heights being built. To continue to facilitate housing in the CT District, the City will remove the density maximum and increase the height allowed in the CT District. Objective design standards for the CT District will be modified as necessary to accommodate higher density.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter of 2025

Objective: Approve housing development projects along El Camino Real at densities above 38 units per acre by removing density maximum and increase building heights

Program 1.C: Allow housing in the Office Administrative (OA) District.

The Office Administrative (OA) District, primarily located along South San Antonio Road (east of Downtown), does not currently allow residential uses. However, given the high demand for housing in Los Altos and the opportunity to provide for housing in a mixed-use environment with

access to transit, the OA District will be amended to allow multi-family development. Residential uses will be allowed at a minimum density of 20 dwelling units per acre and a maximum density of 30 dwelling units per acre.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter of 2025

Objective: Permit at least three (3) new housing units in the OA District during the planning period.

Program 1.D: Allow housing on certain Public and Community Facilities District sites and facilitate housing on religious institution properties.

Assembly Bill (AB) 1851 (2020) encourages the use of religious facility properties (including parking lots) for housing projects. Certain religious facility properties are zoned Public and Community Facilities (PCF) District, which does not allow multi-family residential. To facilitate the production of housing on religious facility sites, the City will create an overlay for two religious facility properties within the PCF District: 655 Magdalena Avenue (APN 33609023) and 625 Magdalena Avenue (APN 33609018). The overlay will allow religious institution affiliated housing development by right, at a minimum of 20 dwelling units per acre and a maximum of 30 dwelling units per acre and include parking requirements consistent with State law.

The City will conduct outreach to owners and operators of religious institution sites to raise awareness of regulations that encourage housing on such sites and encourage housing proposals.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter of 2026; ongoing

Objective: Facilitate an application for housing on one religious institution site during the planning period

Program 1.E: Update the Loyola Corners Specific Plan.

The Loyola Corners Specific Plan will be updated to facilitate housing production, including removal of the standards that are more restrictive than those applicable to other properties in the CN District. Standards to be modified or eliminated include the 20-unit density cap (although enforcement of this limitation is currently precluded by the Housing Crisis Act), the dwelling unit size requirement of between 1,500 and 8,000 square feet, and the two-story height limitation in addition to a 30-foot maximum height (Resolution 2017-41). The modified or eliminated standards will provide regulations that allow development at greater densities than what is presently allowed

today, increased building heights and greater flexibility in unit sizes. This update will include provisions related to landscape and beautification that would improve the area for current and future residents.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter of 2026

Objective: Modify or eliminate restrictive development standards within Loyola Corners Specific Plan for density, height, and unit size. Permit housing units in the Loyola Corners Specific Plan above the current 20-unit cap and in a mix of sizes during the planning period.

Program 1.F: Rezone Village Court parcel.

To facilitate housing, the Village Court parcel at 4546 El Camino Real (APN 16712042) will be rezoned from R1-10 to Commercial Thoroughfare (CT), and modifications made to the Planned Unit Development (62-PUD/C7), as necessary for consistency with the CT District.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter of 2025

Program 1.G: Rezone housing sites from previous Housing Elements.

Under AB 1397, certain rezoning requirements apply if a lower income housing site identified in the sites inventory (Appendix B) was identified as a housing site (for any income level) in a previous housing element’s site inventory. The following vacant and nonvacant lower income sites are subject to the rezoning requirements:

- Vacant lower income sites that have been included in at least two consecutive housing element sites inventories.
- Nonvacant lower income sites that have been included in a prior housing element sites inventory.

The City will make necessary zoning amendments to allow development by right pursuant to Government Code §65583.2(i) when 20 percent or more of the units are affordable to lower income households on sites identified in Table IV-1.

Table IV-1: Previous Housing Element Cycle Sites to be Rezoned

APN	Parcel Size (ac)	Zone	Lower Income Units Capacity ¹
17003084	0.54	CT	22
17002023	0.55	CT	22
17004050	0.62	CT	25
16712047	1.69	CT	67
16712042*	2.78	R1-10*	111
¹ These figures represent the total units accounted for after implementation of Program 1.B to increase density in the CT District (not net units arising from that Program). * To be rezoned CT. See Program 1.F above. Source: City of Los Altos, Santa Clara County Assessor, LWC			

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter of 2025

Program 1.H: Facilitate housing on City-owned sites.

The City will facilitate development of housing on City-owned sites through public-private partnerships during the planning period. City-owned Downtown Parking Plazas 7 and 8 were identified as opportunity sites that could accommodate new development, including affordable housing, in the Downtown Vision Plan. The City will consider public-private partnership at both City-owned parking plazas 7 and 8 for the development of affordable housing, either individually or combined as a part of the request for proposals. These sites could target a mix of incomes and needs, including extremely low-income households and persons with disabilities. The City will comply with all Surplus Land Act requirements during these efforts. Additionally, the City will incentivize the public-private partnership for the development of housing on City-owned property beyond the sale of land. The City will provide a dedicated project planner to facilitate an expedited project review process.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund, State or federal grant funds (if available).

Time Frame: Release request for proposals fourth quarter of 2023; complete entitlements within two (2) years of application if not sooner (fourth quarter of 2027)

Objective: The City will enter into a public-private partnership for development of housing on at least one of the City’s Downtown parking plazas

Program 1.I: Incentivize Downtown lot consolidation.

In certain portions of Downtown, particularly along Main Street and State Street, the presence of small lots, fragmented ownership pattern, and lack of ability to provide on-site parking may constrain future development. Considering other programs addressing governmental constraints (see programs under Goal 3), the City will evaluate complementary incentives to further encourage lot consolidation in Downtown. This may include expedited application processing, reduction in application fees, or other incentives. The City will promote the lot consolidation incentives on the City's website and through regular updates at the Planning Commission and City Council public meetings.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: First quarter 2027

Program 1.J: Produce annual housing status reports.

Provide an annual status report to the City Council and California Department of Housing and Community Development (HCD) on the status of the General Plan housing programs and their implementation as required by State law. This status report will also address no net loss requirements as necessary throughout the planning period.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Annually by April 1 (submitted to HCD)

Program 1.K: Participate in regional housing needs planning efforts.

The City will actively participate in the Association of Bay Area Governments (ABAG) Regional Housing Needs Determination and other regional discussions about meeting housing needs. The City will meet with ABAG staff to provide land use, housing, employment, and other information related to the RHNA formula to ensure that the allocation accurately represents Los Altos' fair share of the region's housing needs.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Ongoing

Program 1.L: General Plan amendments

To ensure consistency between the City's General Plan and the Zoning Code, the City will amend the General Plan to allow the uses and densities as proposed in all Housing Element programs.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: See various rezoning programs above.

Goal 2: Facilitate affordable housing to accommodate the housing needs of moderate- and lower-income households.

Policies

Policy 2.1: New Affordable Housing Units.

The City will facilitate the development of new affordable housing units.

Policy 2.2: Affordable ADUs.

The City will encourage the development of affordable Accessory Dwelling Units (ADUs).

Programs

Program 2.A: Continue to implement and enhance inclusionary housing requirements.

The City will continue to implement inclusionary housing requirements. The City will also evaluate these requirements to assess their effectiveness in meeting the City's goals and objectives in the Housing Element. Specifically, the City will assess the following:

- Inclusionary housing rates (e.g., 15 and 20 percent).
- Affordability levels, including proportions of extremely low, very low-, low-, and moderate-income units, with the potential for an alternative mix of affordability allowed if it would better meet housing policy objectives. For example, if a project provided deeper affordability, and/or resulted in the production of units suitable for special needs groups such as seniors or persons with disabilities, including those with developmental disabilities.
- Affordability terms, including requiring the longest term allowable for both rental and ownership inclusionary units.

The evaluation will result in strategies and amendments to support the production of affordable housing more effectively through inclusionary housing.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Complete evaluation and adopt amendments by end of year 2023

Objective: Inclusionary housing unit production will exceed the number of inclusionary units produced during the 2015-2023 planning period.

Program 2.B: Establish an affordable housing in-lieu fee and commercial linkage fee.

The City will conduct an analysis to support the establishment of an affordable housing in-lieu fee for residential developments and a commercial linkage fee for affordable housing. Based on this analysis, the City will adopt such fees.

Responsible Body: Development Services Department, City Council, Planning Commission

Funding Source: General Fund

Time Frame: Adopt housing in-lieu fee by the end of 2023; begin commercial linkage fee for affordable housing by end of year 2025.

Program 2.C: Assist in funding affordable housing projects.

To promote the development of affordable housing projects, and when requested by the project sponsor, assist in securing funding for low- and moderate-income housing developments through one or more of the following actions:

- Apply for State and federal funding on behalf of a nonprofit, under a specific program to construct affordable housing including persons with physical disabilities or developmental disabilities.
- Provide financial incentive such as waiving City fees for 100 percent affordable housing projects within the City of Los Altos.
- Provide a dedicated project planner for 100 percent affordable housing projects.
- Transfer the City's annual CDBG allocation to the County for projects that serve the Los Altos community.
- Allocate a portion of CDBG funds toward affordable housing development.
- Provide funding to participate in a multi-jurisdictional housing finance program (such as a Mortgage Revenue Bond or Mortgage Credit Certification Program).

Responsible Body: Development Services Department, City Council

Funding Source: State or federal grant funds

Time Frame: Ongoing

Program 2.D: Encourage and streamline Accessory Dwelling Units (ADUs).

The City will continue to promote ADU production through streamlined review and clear informational resources, including handouts and other materials. To increase the number of ADU's constructed, the City will:

- Prepare permit ready standard ADU plans with a variety of unit sizes, bedroom count, and architectural styles.

- Publicize and promote the standard ADU plans through multiple outreach methods and languages.
- Remove any barriers in the review process of an ADU.
- Ensure ministerial processing of all ADUs.
- Hire one additional planning staff position to review ministerial applications which includes ADUs.
- Promote the availability of funding for ADUs, including the CalHFA ADU Grant Program that provides up to \$25,000 to reimburse homeowners for predevelopment costs necessary to build and occupy an ADU.
- Consider permit fee waivers in order to incentivize the creation of ADUs.

The City will also monitor ADU production and affordability throughout the planning period and implement additional action if target ADU numbers are not being met.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Ongoing; if ADU targets are not being met by January 2027, the City will review and revise efforts to increase ADU construction (e.g., fee waivers, local financing program for ADUs, etc.) no later than July 2027. The City's action shall be commensurate with the level of shortfall from construction targets (i.e., if shortfall is significant, a rezoning action may be required, if shortfall is slight, additional incentives may be appropriate). Additional planning staff position will be budgeted and hired by the end of 2022. The City will release an RFQ by July 2023 for permit ready standard ADU plans; by the end of year 2024 the City will have adopted standard ADU design plans.

Objective: Adopt and provide City Standard Permit Ready ADU Plans (2024). 322 ADUs by the end of the planning period.

Program 2.E: Conduct annual ADU rental income surveys.

The City will conduct annual ADU rental income surveys whereby each property owner may voluntarily share the rental income for the unit for the City to use in its annual progress reports consistent with Zoning Code Section 14.14.090. The City will provide additional staff support by the onboarding of a Housing Coordinator or Manager or look to consultant services to provide this support.

Responsible Body: Development Services Department

Funding Source: General Fund; potential State or federal grants

Time Frame: Annually, first quarter 2023 to provide funding for in-house staff or consultant services

Program 2.F: Grant sewer priority for lower-income housing.

The City will adopt written policies and procedures that grant a priority for sewer hook-ups and service to lower-income housing developments.

Responsible Body: Development Services Department, Public Works Department

Funding Source: General Fund

Time Frame: Fourth quarter 2023

Goal 3: Remove constraints to the development of housing.

Policies**Policy 3.1: Promote Housing Through City Regulation.**

Promote housing goals through City codes, ordinances, and policies that enable housing production.

Policy 3.2: Modify Zoning Code to Assist in Meeting Housing Needs.

Ensure that Zoning Code provisions assist in meeting the housing needs of residents, including those with special needs.

Policy 3.3: Expedite Entitlement Review.

Continue to expedite the processing and review time by the City to the maximum extent possible.

Policy 3.4: Ensure Adequate Staffing Levels.

Evaluate staffing levels and ensure an appropriate number of staff available.

Programs**Program 3.A: Prepare a Downtown parking plan and update parking requirements.**

To address parking constraints, the City will analyze and update parking requirements and implement a Downtown parking plan. This effort will include the following:

- Assess parking demand, requirements, and strategies in the Downtown and citywide.
- Identify approaches to address short and long-term parking needs considering innovative parking design and strategies that support efficient use of land.
- Reflect that the City will support consolidation of City-owned parking plazas.
- Prepare a Downtown parking plan and modify parking requirements to reflect this plan.
- Amend the City's parking requirements based on the assessment's findings. This may include reducing parking rates; offering further reduced rates for properties

participating in a public parking district; establishing lower parking rates for small units (e.g., studios, single-room occupancy units, etc.) and senior housing, housing for persons with disabilities, deed-restricted affordable housing, etc.; providing more flexibility related to the underground parking requirement; offering other alternatives to comply with parking requirements; and modifying the required parking design dimensions (e.g., parking stall and lane dimensions).

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund, Parking In-Lieu Fees, Public-Private Partnership

Time Frame: By end of year 2024

Program 3.B: Modify building height in mixed-use zoning districts.

Various mixed-use zoning districts limit development to 30 feet or no more than two stories. To facilitate housing development in mixed-use zoning districts, the City will amend the Zoning Code to adopt the Downtown Vision Plan height recommendations, at minimum if not greater; then evaluate and update allowed heights in the Commercial Neighborhood (CN) District as necessary to accommodate vertical residential mixed-use development. This effort will include evaluating and modifying existing objective design standards as necessary to accommodate anticipated housing capacity while addressing community design goals.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Adoption of Downtown Vision Plan height recommendations by end of year 2023; evaluate and update allowed heights in Commercial Neighborhood (CN) District by end of year 2026

Program 3.C: Remove floor-to-area ratio (FAR) restriction at Rancho Shopping Center and Woodland Plaza.

The City will remove the site-specific 0.35 floor-to-area ratio (FAR) limitation applicable to the Rancho Shopping Center and Woodland Plaza, as the FAR limit presents a constraint to housing and is more restrictive than the FAR standard in the Commercial Neighborhood (CN) District.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter of 2024

Program 3.D: Evaluate and adjust impact fees.

The City will evaluate applying the park in-lieu and traffic impact fees on a per square foot basis rather than per unit to encourage the development of higher densities and smaller, more affordable housing units. Based on this evaluation, the City will adjust these fees.

Responsible Body: Development Services Department, City Council

Funding Source: General Fund

Time Frame: Complete evaluation first quarter of 2025; amend fees second quarter of 2025

Program 3.E: Ensure that the density bonus ordinance remains consistent with State law.

Government Code Section 65915 requires that a jurisdiction adopt a local Density Bonus Ordinance consistent with State law. State Density Bonus Law requires a local jurisdiction to grant an increase in density, if requested by a developer, for providing affordable housing as part of a development project. Key provisions of the law include incremental density bonuses that correspond to the percentage of housing set aside as affordable units. The law also provides reduced parking requirements and allows requests for waivers of development standards, such as increased height limits and reduced setback requirements.

The City will continue to annually monitor the effectiveness and appropriateness of existing adopted policies and update the ordinance as needed and will ensure that its local ordinance remains consistent with State law, but will apply current state law even before local amendments are adopted. Should any amendments be required to existing policies pursuant to State law or case law, the City will modify its existing policies, as appropriate. The City commits to continue to review and approve eligible requests under State Density Bonus Law (including requests for incentives, concessions, waivers, and parking reductions) so that projects that qualify are not prevented from developing at the densities to which they are entitled.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Ongoing.

Program 3.F: Reduce Conditional Use Permit requirement for residential mixed-use and multi-family.

To facilitate housing, the City will amend the Zoning Code to allow the following as permitted uses (and no longer requiring a conditional use permit):

- Residential mixed-use in the CN, CD, CRS, CT, and CRS/OAD districts; and

- Multi-family in appropriate areas of mixed-use districts (e.g., not on the ground floor along the main thoroughfare(s) when within a certain distance of high traffic intersections, etc.).

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Third quarter of 2024

Objective: By allowing the residential use by-right the time for City review of and action on residential mixed-use and multi-family developments will be shortened compared to processing times during the 2015-2023 Housing Element.

Program 3.G: Amend Conditional Use Permits findings applicable to housing developments.

Conditional Use Permit (CUP) approval is subject to findings listed in Zoning Code Section 14.80.060. CUP findings will be amended so that only objective findings and standards are applicable to housing developments, including single-room occupancy units, consistent with State law. Additionally, the City will designate the review and approval of conditional use permits for housing developments to the Authority of the Development Services Director.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: First quarter of 2024

Program 3.H: Amend design review process and requirements.

The City's Design Review Commission and Planning Commission had previously been consolidated into one commission, which was again separated into two commissions in recent years. The current structure of the Design Review Commission is a five-person body appointed by the City Council, while the Planning Commission is a seven-person body. Recent changes in State law drastically reduced the Design Review Commission's purview, and the City's well-developed objective design standards for a variety of development types (adopted in 2021) effectively created an Administrative Design Review that has been well implemented by City staff.

The City will consolidate the Design Review Commission and Planning Commission into one body comprised of a maximum of seven appointed residents. The City's design review process and applicability thresholds will be modified so that City Council serves only as the decision-making authority for appeal of design review decisions. Additionally, housing developments and emergency shelters will only be subject to objective design standards consistent with State law, and the requirement for the installation of story poles will be eliminated.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Any code amendments required to be completed by end of year 2023; Design Review Commission to be dismissed and duties reassigned to Planning Commission upon local adoption of the 6th Cycle Los Altos Housing Element

Objective: The time for City review of and action on residential, mixed-use and multi-family developments will be shortened compared to processing times during the 2015-2023 Housing Element with the reduction of discretionary reviews and commissions.

Program 3.I: Allow residential care facilities consistent with State law.

To comply with State law, the City will amend the Zoning Code to permit residential care facilities for six or fewer persons in all residential zoning districts, as well as districts where single-family homes are allowed by-right and treat them as a residential use. The Zoning Code will also be amended to allow large residential care facilities (seven or more persons) in all residential zones without discretionary review (i.e., subject only to objective standards). Residential care facilities will not be limited to individuals of 60 years of age or over, and a barrier-free definition of “family” that encompasses unrelated individuals living together as a single residential unit will be added consistent with State law.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: First Quarter 2024

Program 3.J: Explicitly allow manufactured homes consistent with State law.

Government Code §65852.3 requires manufactured and mobile homes on a permanent foundation to be allowed in the same manner and in the same zone as a conventional stick-built structure. While it is the City’s practice to treat manufactured homes on a foundation as a conventional single-family home, the Zoning Code does not reflect this practice. The City will amend the Zoning Code to explicitly allow manufactured homes on a permanent foundation, subject to the same regulations as single-family homes.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: First quarter of 2024

Goal 4: Create housing opportunities for people with special needs.

Policies

Policy 4.1: Support Local Homeless Service Providers.

The City will support the efforts of Santa Clara County and local social service providers to increase their capacity to operate facilities serving the homeless.

Policy 4.2: Allow Special Needs Housing Consistent with State Law.

The City will comply with all State legal requirements pertaining to zoning provisions for homeless shelters, transitional housing, and supportive housing, and single-room occupancy (SRO) housing.

Policy 4.3: Encourage Independent Living.

The City will promote services and education to help seniors maintain their independence and remain in their own homes as long as possible.

Policy 4.4: Discourage Senior Housing Conversion.

The City will discourage senior-only housing from converting to other uses.

Policy 4.5: Transportation Options.

The City will encourage senior housing and housing for persons with disabilities near transportation and services.

Policy 4.6: Variety of Housing Types.

The City will encourage a variety of housing opportunities, including building type, degree of care, and form of ownership to support housing for all, including persons with disabilities.

Programs

Program 4.A: Support efforts to fund homeless services.

The City continues to transfer its CDBG funds to the County to support local housing programs, including programs to support people experiencing homelessness. In addition, the City will continue to pursue funding from available sources for homeless services and will also assist community groups that provide homeless services and assist such groups in applying for funding from other agencies. Moreover, the City will consider applying for grants where appropriate or will encourage/partner with local and regional nonprofit organizations that wish to apply for such grants. Lastly, the City will promote the availability of these services on its website, social media, by email, and with handouts.

Responsible Body: Development Services Department

Funding Source: CDBG funds (as transferred to the County and applied to the City program)

Time Frame: Ongoing

Program 4.B: Continue to participate in local and regional forums for homelessness, supportive, and transitional housing.

Continue to participate in regional efforts as coordinated with other adjacent cities to address homeless and emergency and transitional housing issues and potential solutions. In addition to transferring its CDBG funds to the County (see Program 4.A), the City provides funding for the Community Services Agency (CSA) of Mountain View and Los Altos that provides various housing services.

Responsible Body: Development Services Department, City Council, Community Services Agency

Funding Source: General Fund, CDBG funds (as transferred to the County and applied to the City program)

Time Frame: Ongoing

Program 4.C: Allow Low Barrier Navigation Centers consistent with AB 101.

The Zoning Code does not address low barrier navigation centers (LBNCs), defined as Housing First, low-barrier, service enriched shelters focused on moving people into permanent housing that provide temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing (Government Code §65660). State law requires LBNCs to be permitted by-right in areas zoned for mixed-use and nonresidential zones permitting multifamily uses provided they satisfying the provisions established by AB 101 (see Government Code §65662). This would allow LBNCs in the CD/R3, CN, CD, CRS, CT, and CRS-OAD districts. The City will amend its Zoning Code to explicitly allow LBNCs as provided by State law.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter of 2026

Program 4.D: Allow transitional and supportive housing consistent with State law.

Allow transitional and supportive housing by right in all zones which allow residential uses, subject only to those restrictions and standards that apply to other residential dwellings of the same type in the same zone, consistent with AB 2162 and other State law provisions.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: First quarter of 2024

Program 4.E: Allow employee/farmworker housing consistent with State law.

The City will amend the Zoning Code to allow employee housing consistent with Health and Safety Code §17021.5 and 17021.6.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Second quarter of 2025

Program 4.F: Reasonably accommodate disabled persons' housing needs.

Both the federal Fair Housing Act and the California Fair Employment and Housing Act direct local governments to make reasonable accommodations (i.e., modifications or exceptions) in their zoning laws and other land use regulations when such accommodations may be necessary to afford disabled persons an equal opportunity to use and enjoy a dwelling. The Zoning Code does not currently contain procedures for reasonable accommodations. The City will adopt reasonable accommodation procedures compliant with State and federal law.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Adopt an ordinance by fourth quarter of 2024; report to City Council on number of reasonable accommodation requests submitted and the status of each (i.e., approved, denied (and reason for denial), or under review) (annually)

Objective: The City will adopt a reasonable accommodation ordinance and process request as submitted.

Program 4.G: Assist seniors to maintain and rehabilitate their homes.

Seek, maintain, and publicize a list of resources or service providers to help seniors maintain and/or rehabilitate their homes. Specifically, the City will update (as needed) and regularly promote the Age Friendly Design Elements handout and require larger lower income developments to utilize Universal Design standards.

Responsible Body: Development Services Department, Senior Commission

Funding Source: General Fund

Time Frame: Update Age Friendly Design handout by second quarter 2026; publicize list of service providers annually.

Program 4.H: Provide additional density bonuses and incentives for housing that accommodates special needs groups.

Provide density bonus increases and incentives beyond that required by State law for projects that provide senior housing or housing for extremely low-income households or people with disabilities, including developmental disabilities, in multi-family or mixed-use zones. Specifically, the City will codify the additional density bonus and incentives for senior-only projects.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter of 2025

Program 4.I: Allow senior housing with extended care facilities in multi-family and mixed-use zoning districts.

The City will amend Zoning Code to clearly allow senior housing under the multi-family use and residential care facilities consistent with State law.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter of 2025

Program 4.J: Facilitate alternate modes of transportation for residents.

Continue to implement City standards, policies, and funding efforts to facilitate walkable neighborhoods and the safe use of alternate modes of transportation such as bicycles. For example, the City may fund community service organizations to offer rides, partner with organizations to provide bicycle share services, and/or develop policies to require sidewalks and/or bicycle lanes or bicycle parking improvements in areas of need. The City will also adopt a

vehicle miles travel (VMT) policy and transportation demand management plan to promote efficient land use planning and facilitate alternative modes of transportation.

Responsible Body: Development Services Department, Public Works Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter 2023 and ongoing

Objective: Adopt VMT policy and transportation demand management plan (by end of 2023) and provide walkable and safe modes of transportation to all residents.

Goal 5: Conserve and improve the existing housing stock.

Policies

Policy 5.1: Conserve Existing Affordable Housing.

The City will encourage the conservation of existing affordable housing, including the present rental stock represented by units in the city's existing multi-family districts, particularly rental housing affordable to low- or moderate-income households.

Policy 5.2: Conserve Small Homes.

The City will continue to conserve the stock of small houses in areas of small lot sizes.

Policy 5.3: Preserve and Improve Existing Housing.

The City will encourage the preservation and improvement of the existing housing stock to minimum housing standards, including existing nonconforming housing uses.

Programs

Program 5.A: Monitor condominium conversions.

The City will continue to implement the Condominium Conversion Ordinance to protect against the conversion or demolition of rental units. This Ordinance does not allow apartment buildings to be converted into condominiums unless rental vacancy is greater than five percent.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Ongoing

Objective: Deny condominium conversions unless compliant with the Ordinance.

Program 5.B: Continue to work with Alta Housing to administer the City's affordable housing programs.

The City will continue to work with Alta Housing to administer the City's affordable housing programs, including outreach and marketing. Alta Housing will continue to monitor below-market-rate units on behalf of the City. Any expanded efforts under Alta Housing's contract (e.g., further preservation activities) would require additional City funding. Should the City ever decide to bring the work currently provided by Alta Housing to in-house City staff, the City shall provide funding for a full-time Housing Manager.

Responsible Body: Development Services Department, City Council

Funding Source: General Fund

Time Frame: Ongoing

Objective: Maintain accurate records of the City's affordable housing inventory and waitlists, and report annually to the City Council.

Program 5.C: Restrict commercial uses from displacing residential neighborhoods.

Continue to restrict commercial uses in residential neighborhoods so as to prevent potential future displacement of residents, while continuing to allow home occupations in residential zones, consistent with the Zoning Code.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Ongoing

Program 5.D: Implement voluntary code inspection program.

Continue the voluntary code inspection program encompassing code compliance, rehabilitation, energy conservation, and minimum fire safety standards. Use the code inspection programs to promote available rehabilitation programs and services (see Program 5.E).

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Ongoing

Program 5.E: Help secure funding for housing rehabilitation and assistance programs.

Continue to assist in the provision of housing programs and services for low-income households with other public agencies and private nonprofit organizations that offer home repairs, rental assistance, and first-time homebuyer assistance. To minimize overlap or duplication of services, Los Altos will undertake the following actions:

- The City will support County and nonprofit housing rehabilitation programs by providing program information to interested individuals through handouts available at City Hall, the Los Altos Senior Center, the Los Altos Library, and the Woodland Branch Library as well as by email, social media, and on the City website.
- The City will contact previous rehabilitation applicants when new funding becomes available and post a legal notice in the newspaper, as well as by email, social media, and on the City website, when housing rehabilitation funds become available. The City will continue to transfer their Community Development Block Grant (CDBG) funds to the County to support housing programs each year.

Responsible Body: Development Services Department

Funding Source: General Fund, CDBG funds

Time Frame: Inform applicants of available funding sources annually; ongoing

Objective: Rehabilitation of six units during the planning period

Program 5.F: Incentivize the creation of play areas for multi-family housing projects.

The City will develop incentives for the creation of play areas for multi-family housing projects to help address the needs of children and families. Incentives could be a reduction in Park In-Lieu Fees or waiving the entire fee completely.

Responsible Body: Development Services Department, Planning Commission, City Council

Funding Source: General Fund

Time Frame: Fourth quarter 2027

Goal 6: Promote fair housing access and opportunities for all persons.

Policies

Policy 6.1: Promote Equal Opportunity.

Promote governmental efforts to provide equal opportunity housing for existing and projected demands in Los Altos, including the creation and management of waitlists for below-market-rate ownership and rental units.

Policy 6.2: Connect Residents with Fair Housing Services.

The City will make a proactive effort to increase awareness of fair housing services.

Policy 6.3: Promote Community Involvement in Housing Efforts.

Promote representative citizen participation in the implementation of housing programs.

Policy 6.4: Implement Anti-Displacement Measures.

Enforce the right of first refusal for residents displaced through redevelopment of existing housing stock as required by Government Code §66300(d)(2)(D)(ii).

Programs**Program 6.A: Assist residents with housing discrimination and landlord-tenant complaints.**

The City presently refers discrimination complaints to Mid-Peninsula Citizens for Fair Housing, and the Santa Clara County Housing Authority as appropriate. If these agencies are not able to effectively resolve the identified fair housing issues or violations, and enforcement is necessary, tenants may be referred to the State Department of Fair Employment and Housing or HUD, depending on the complaint. In addition, the City will raise awareness of available services to address housing discrimination and landlord-tenant complaints through its website and through handouts.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Ongoing

Objective: The City will continue to promote fair housing practices, refer fair housing complaints appropriately, and raise awareness of such services. The City will advertise available services through the City's newsletters, website, email blasts, social media, cable television channel as well as handouts at City Hall and other public buildings and facilities. The City will track awareness of fair housing services through surveys of the community and increase awareness of such services over the planning period, adjusting outreach methods based on survey results.

Program 6.B: Maintain and expand an inventory of affordable housing funding sources.

The City will prepare a comprehensive inventory of available sources of funds for affordable housing activities. The City will update and maintain this inventory so it is available to prospective housing developers. City staff will identify and prepare applications for appropriate funding sources to support affordable housing activities. As discussed in Appendix G (Housing Resources) and in Program 2.C, these sources include CDBG, Section 8 Project-Based Rental Assistance, the Mills Act program, and various State programs such as Low-Income Housing Tax Credits (LIHTC) and the Multi-family Housing Program.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Prepare inventory of funding sources by fourth quarter 2023; inform developers of funding sources available (annually); evaluate notices of funding availability (annually); submit grant applications (at least one every three years)

Objective: The City will update and maintain the inventory of affordable housing funding sources, make it available to developers, and apply for, when appropriate, funding sources to support affordable housing activities.

Program 6.C: Target housing development in highest resource areas.

The City will outreach to property owners of housing sites in the highest resource areas including areas of the city with higher TCAC Education and Environment scores. In this outreach, the City will provide written material to property owners of identified sites describing potential residential capacity for the site, available incentives, including density bonuses and available funding.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Initial outreach by third quarter of 2023; follow up outreach after completion of various zoning modifications by third quarter of 2026

Objective: Support the development of below market rate housing (i.e., lower or moderate-income housing) in Los Altos; if the City has not received an application for a below market rate project by fourth quarter 2026, the City will enhance efforts under programs that support funding or partnerships to achieve affordable housing production.

Program 6.D: Promote Housing Choice (Section 8) rental assistance program.

The Housing Choice (Section 8) Rental Assistance Program is administered by the Santa Clara County Housing Authority (SCCHA) and has about 17,000 participants. This program assists very low-income, elderly, and disabled households by paying the difference between 30 percent of an eligible household's income and the actual rental cost. The City will continue to promote participation of eligible Los Altos residents in the County-administered Housing Choice Rental Assistance Program. SCCHA currently assists six households with Section 8 housing choice vouchers in Los Altos. The objective maintains this number of assisted households given the uncertainty of funding in the future for the Housing Choice Voucher Program.

Responsible Body: Development Services Department, Santa Clara County Housing Authority

Funding Source: General Fund

Time Frame: SCCHA Housing Choice Rental Assistance Program link on the City's website by third quarter of 2023; promote the Program via newsletters, email blasts, social media, and other methods annually

Objective: The City will advertise availability of the Housing Choice Rental Assistance Program on its website, newsletters, email blasts, social media, cable television channel as well as handouts at City Hall and other public buildings and facilities. Since Housing Choice vouchers are portable, the number of vouchers used in the city will vary over time,

but the City's objective is to maintain at least the current level of six households participating in the Section 8 program.

Program 6.E: Prepare and distribute anti-displacement information.

The City will create communications materials to effectively distribute information regarding local and regional tenants' rights resources, as well as other relevant resources, in a user-friendly manner. The City will engage in a robust communications campaign to better inform residents, especially those who are harder to reach and potentially at-risk of displacement, of these new materials. Information will be multilingual, and the City will coordinate with organizations and local groups to ensure effective distribution of information community wide.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Materials produced and translated into multiple languages and initial communication campaign by second quarter of 2024; continue to distribute materials on an annual basis

Objective: The City will produce anti-displacement materials and conduct outreach to notify potentially at-risk households of such resources. The City will hold at least one in-person event per two years (starting by first quarter of 2025) on fair housing rights and resources; this event will be hosted in a location where at-risk households are more easily reached and will be determined with local organizations and groups to be most effective.

Program 6.F: Affirmatively market physically accessible units.

As a condition of the disposition of any City-owned land, the award of City financing, any density bonus concessions, or land use exceptions or waivers for any affordable housing project, the City will require that the housing developer implement an affirmative marketing plan for State-mandated physically accessible units which, among other measures, provides disability-serving organizations adequate prior notice of the availability of the accessible units and a process for supporting people with qualifying disabilities to apply.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Ongoing as applications are processed

Objective: Affirmative marketing conducted for 100 percent of affordable housing units approved and permitted in Los Altos from 2023 to 2031.

Goal 7: Encourage energy and resource conservation and sustainability measures.

Policies

Policy 7.1: Energy and Water Conservation.

The City will encourage energy and water conservation measures to reduce energy and water consumption in residential, governmental, and commercial buildings.

Policy 7.2: Energy and Water Efficiency.

The City will continue to implement building and zoning standards to encourage energy and water efficiency.

Policy 7.3: Greenhouse Gas Reduction.

The City will continue to implement the 2022 Climate Action and Adaptation Plan to encourage reducing greenhouse gas emissions.

Programs

Program 7.A: Promote energy and water conservation and greenhouse gas reduction through education and awareness campaigns.

Continue to promote residential energy and water conservation and greenhouse gas reduction consistent with the City's adopted 2022 Climate Action and Adaptation Plan, through consumer information on financial assistance and rebates for energy-efficient home improvements published by governmental agencies, nonprofit organizations, and utility companies. This includes information on the Property Assessed Clean Energy (PACE) program that provides eligible property owner financing for energy improvements to their homes—solar panels, water-efficient landscapes, etc.—on their property tax assessment. Other programs include leveraging and promoting other State and commercial initiatives to encourage solar energy, such as grants, tax credits, and rebates, as they are implemented through organizations such as Silicon Valley Clean Energy, PG&E, BayRen, among others.

The City will make the above-described information available at the public counter of the Development Services Department, at the Los Altos Senior Center, Los Altos Library, and through the City's newsletters. The information will also be available on the City's website.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Ongoing

Program 7.B: Monitor and implement thresholds and statutory requirements of climate change legislation.

Monitor the implementation measures of the Global Warming Solutions Act of 2006 (AB 32) and SB 375, which requires planning organizations to promote sustainable communities as part of their regional transportation plans. The City will implement the measures as guidance for thresholds and compliance methods are released by the State, especially as reflected in its 2022 Climate Action and Adaptation Plan.

Responsible Body: Development Services Department

Funding Source: General Fund

Time Frame: Ongoing

IV.B Quantified Objectives

Table IV-2 presents the City’s quantified objectives for construction, preservation, and rehabilitation for the 2023 – 2031 planning period that will be achieved through the policies and programs described above.

Table IV-2: Quantified Objectives

Program Type/Affordability	Extremely Low ¹	Very Low	Low	Moderate	Above Moderate	Total
New Construction	250	251	288	326	843	1,958
Rehabilitation	2	2	2	-	-	6
Conservation/Preservation	3	3	-	-	-	6
Total	255	256	290	326	843	1,970

¹ The City estimates 50% of the very low households would qualify as extremely low income.
² See Program 6.D. Assumes Section 8 Housing Choice Voucher recipients are split evenly between extremely low and very low income.

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Appendix A: Housing Needs Assessment

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Section A.1 Introduction and Summary

A.1.1 Introduction

This Appendix forms the foundation for understanding Los Altos housing needs. It analyzes a range of demographic, economic, and housing-related variables to determine the extent and context of the city’s housing-related need. Information gathered through this Appendix provides a basis from which to build housing goals, policies, and programs to address those needs.



This needs assessment includes an analysis of the city’s population, special needs groups, employment, housing stock, and housing affordability.



The main source of data used to form the majority of this section is HCD pre-certified local housing data provided by ABAG, which relies primarily on the American Community Survey 2015-2019, California Department of Finance, and HUD’s Comprehensive Housing Affordability Strategy (“CHAS”) data. 2020 Census data has been noted and referenced in certain instances; however, due to the timing and certification requirements of the Housing Element, 2020 Census data is not fully available, and therefore has not been comprehensively integrated into this assessment,

A.1.2 Summary

Housing needs are determined by a city’s population and its existing housing stock and provide context for developing housing policy, such as which types of housing and its affordability levels are most needed in the community. The following summarizes key data from this housing needs assessment.

- Los Altos has a higher income population than Santa Clara County. Los Altos' 2019 median household income (\$235,278) was almost 50 percent higher than the county (\$124,055). Almost 17 percent of Los Altos households are lower-income households (1,783 households), of which 7.2 percent are extremely low-income.
- Los Altos has a high rate of home ownership. Of the total housing units, four out of five households (81 percent) own their homes.
- Home prices are higher in Los Altos than in the county. Households must earn at least median wage (100 percent AMI) to afford to rent in Los Altos, and well over 200 percent of AMI to be able to buy a home in the city. Low-income households are likely to be excluded from essentially all neighborhoods in Los Altos.
- More than one in four homeowners (28 percent) and one in five renters (23 percent) are cost burdened. Furthermore, 12 percent of homeowners and 11 percent of renters are severely cost burdened. Los Altos has a lower proportion of cost-burdened households compared to the county.
- Renter households are slightly more likely to live in overcrowded conditions than owner-occupied households. 2.1 percent of renter households experience overcrowding or severe overcrowding, versus 0.4 percent of owner households. Los Altos has a lower overcrowding rate than the county.
- Los Altos has a lower proportion of residents of color than the Bay Area. Of all the racial/ethnic groups, Other or Multiple Races, American Indian or Alaska Native, and African American residents experience the highest rates of poverty in Los Altos.
- Seniors (65 years and above) comprise more than 26 percent of the population in Los Altos. The median age in the city is 46 years, nearly 10 years higher than in the county (37 years). Of total senior households, almost 37 percent are cost burdened (1,299 households). Seniors are considered a special needs group, as they can face higher levels of housing insecurity because they are more likely to be on a fixed income while requiring higher levels of care.
- Los Altos' other special housing needs population includes persons with a disability (5.7 percent of residents) that may require accessible housing and female-headed households (6.7 percent of households) who are often at greater risk of housing insecurity.
- The number of people experiencing homelessness in Los Altos increased from six to 76 individuals between 2017 and 2019. This was sharp increase compared to the county, although this homeless population represents less than one percent of the homeless population countywide.
- Los Altos has 1,112 large households (five or more people), which are generally served by three-bedroom or larger units. The number of such units in Los Altos (8,646) can sufficiently accommodate the city's share of larger families.

- A variety of housing types is important to meet the needs of all members of the community. Over 85 percent of Los Altos' housing stock is single-family (attached and detached). However, multi-family housing of five or more units has experiencing the most growth over the last decade.
- The largest proportion of Los Altos' housing units was built between 1940 and 1959, with almost 23 percent built before 1960. This represents an aging housing stock which can reflect poorer living standards and higher repair costs if not regularly maintained.

Section A.2 Population Characteristics

A.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 decline during the Great Recession beginning in 2007. Many cities in the region have experienced significant growth in both 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. In 2020, the population of Los Altos was estimated to be 30,876 (see Table A-1). From 1990 to 2000, the population increased by 5.1 percent, while it increased by 3.6 percent during the first decade of the 2000s. In the most recent decade, the population increased by 6.6 percent (9.1 percent according to the 2020 Census). The population of Los Altos makes up 1.6 percent of Santa Clara County.¹

Since 2000, the population in Los Altos has increased by 11.5 percent, which is below that of the region, at 16.6 percent increase over the same period (see Figure A-1). In Los Altos, roughly 10.2 percent of its population had moved during the past year, 3.2 percentage points smaller than the regional rate of 13.4 percent.

¹ 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.

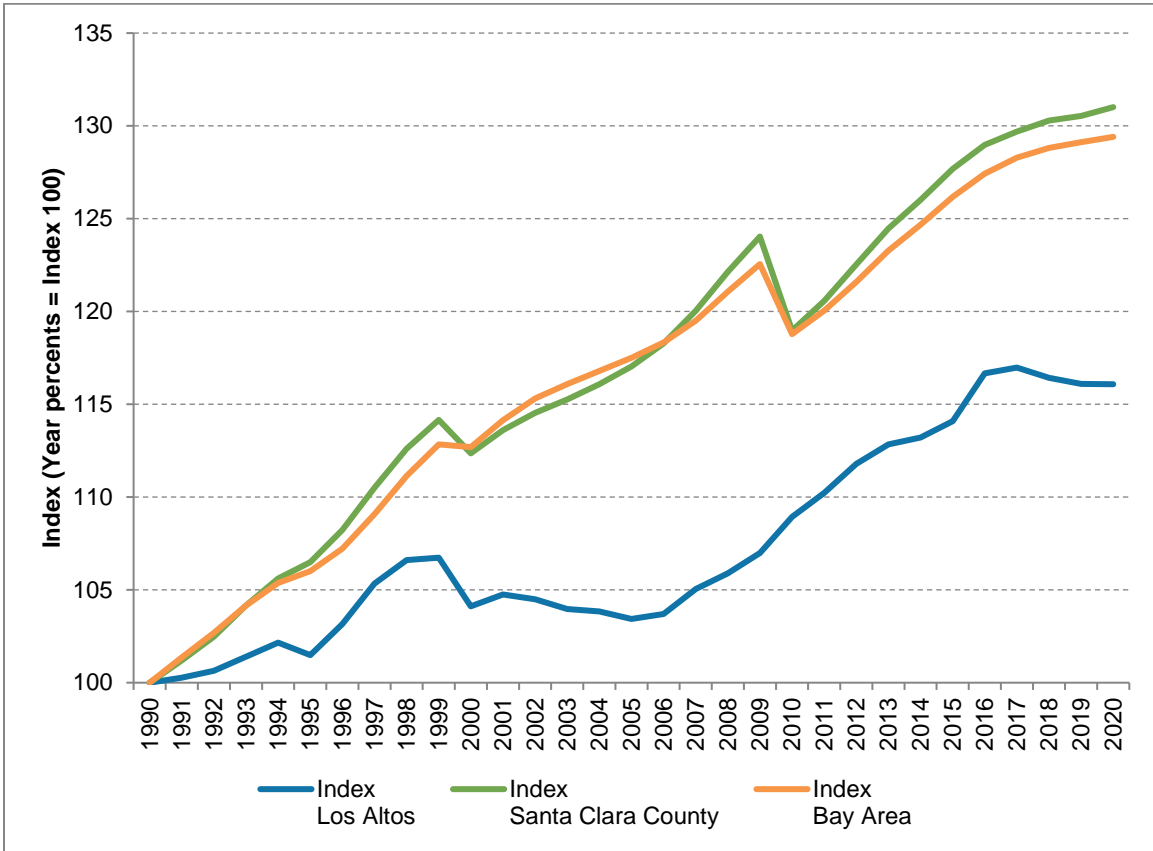
Table A-1: Population Growth Trends

Geography	1990	1995	2000	2005	2010	2015	2020
Los Altos	26,599	26,993	27,693	27,513	28,976	30,346	30,876 ¹
Santa Clara County	1,497,577	1,594,818	1,682,585	1,752,969	1,781,642	1,912,180	1,961,969
Bay Area	6,020,147	6,381,961	6,784,348	7,073,912	7,150,739	7,595,694	7,790,537

Notes:
¹ 31,625 according to the 2020 Census.

Source: ABAG 2021 Pre-certified Housing Needs Data (California Department of Finance, E-5 series)

Figure A-1: Population Growth Trends



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. 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.

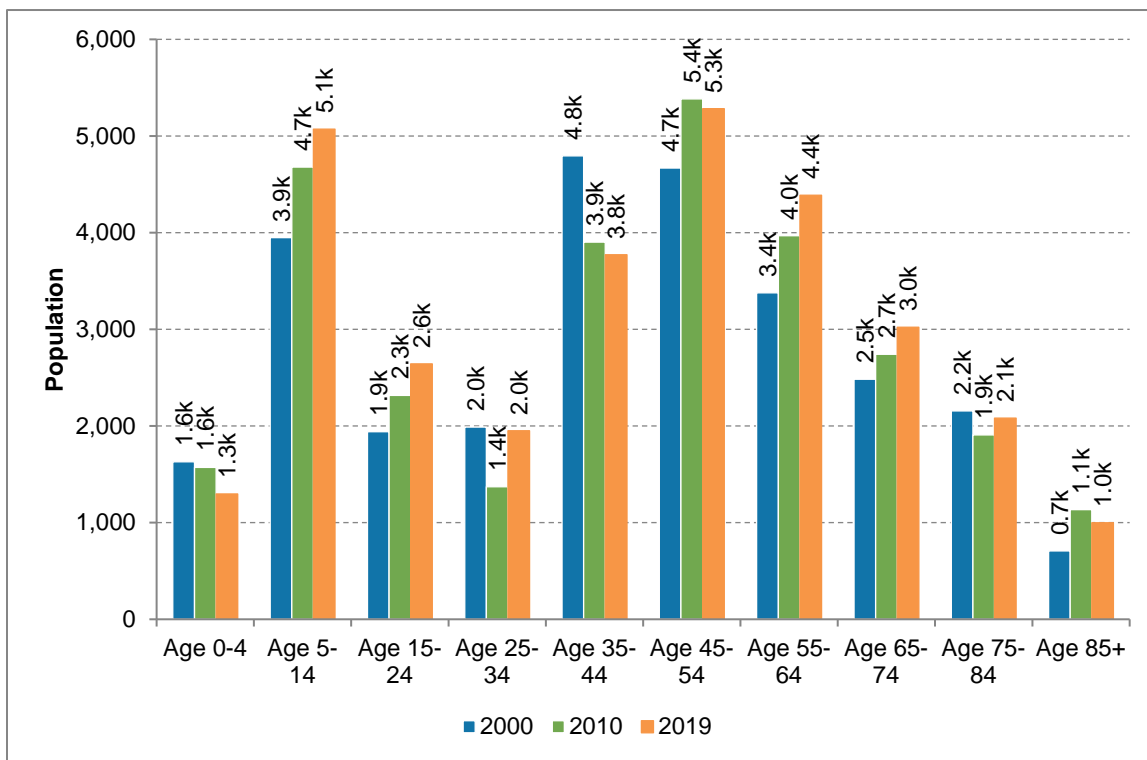
Source: ABAG 2021 Pre-certified Housing Needs Data (California Department of Finance, E-5 series)

A.2.2 Age

The distribution of age groups in a city influences the 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. Trends indicate an increased desire to age-in-place or downsize to stay within their communities, which can mean more multi-family and accessible units are also needed.

In Los Altos, the median age in 2000 was 43.1; by 2019, this figure had increased to around 46 years. The median age in the county was 37.4 for the same year. The population of seniors (65 years and above) increased just over 10.5 percent since 2000 and makes up 26.6 percent of the population. Statewide, the population of seniors comprises approximately 12 percent of total population. The population of youths (14 years and under) increased at a rate of 14.2 percent and makes up almost 21.0 percent of the total population. Conversely, the population of those ages 15-45 decreased by an estimated 4.3 percent between 2000 and 2019 and makes up 27.4 percent of the total population of Los Altos.

Figure A-2: Population by Age, 2000-2019



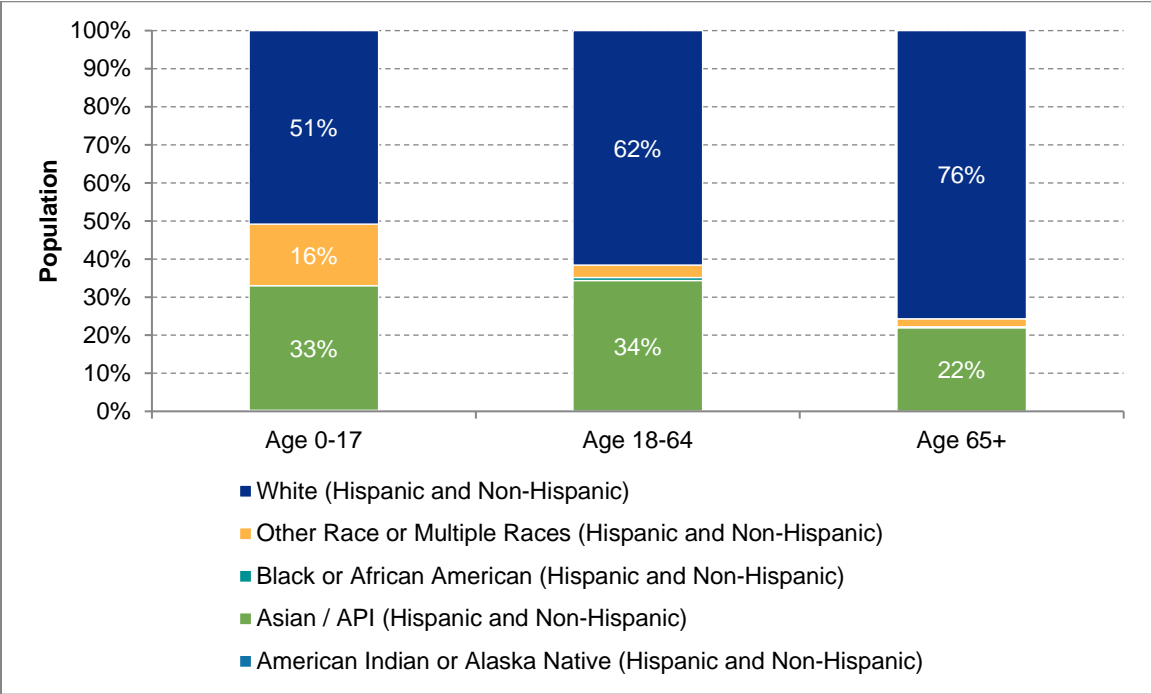
Notes:

Universe: Total population

Source: ABAG 2021 Pre-certified Housing Needs Data ((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 (all non-white racial groups) make up 24.3 percent of seniors and 49.2 percent of youth under 18 (see Figure A-3).

Figure A-3: Senior and Youth Population by Race



Notes:

Universe: Total population

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.

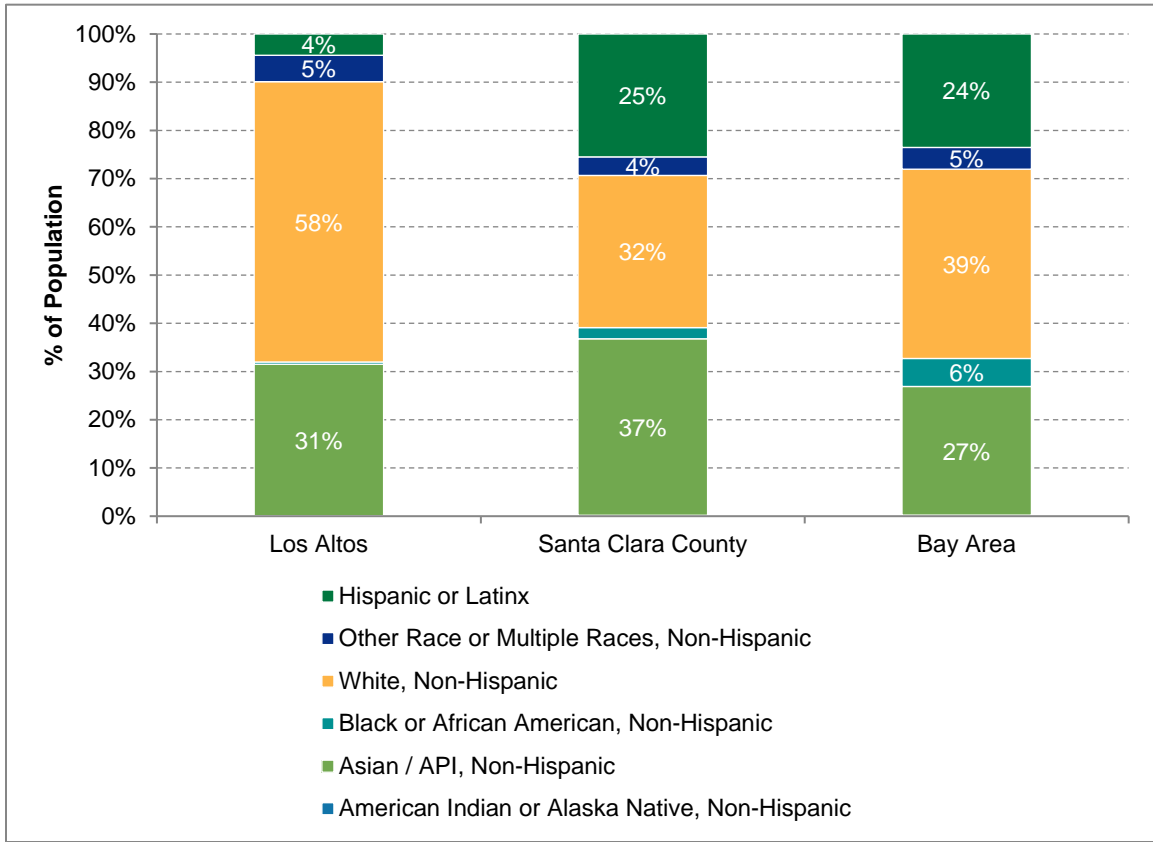
Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B01001(A-G))

A.2.3 Race/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.

Los Altos has a higher share of residents identifying as White, Non-Hispanic than the county and region and a smaller share of residents identifying as American Indian or Alaskan Native, Black or African American, and Hispanic or Latinx when compared to the county and region (see Figure A-4).

Figure A-4: Population by Race, 2019



Notes:

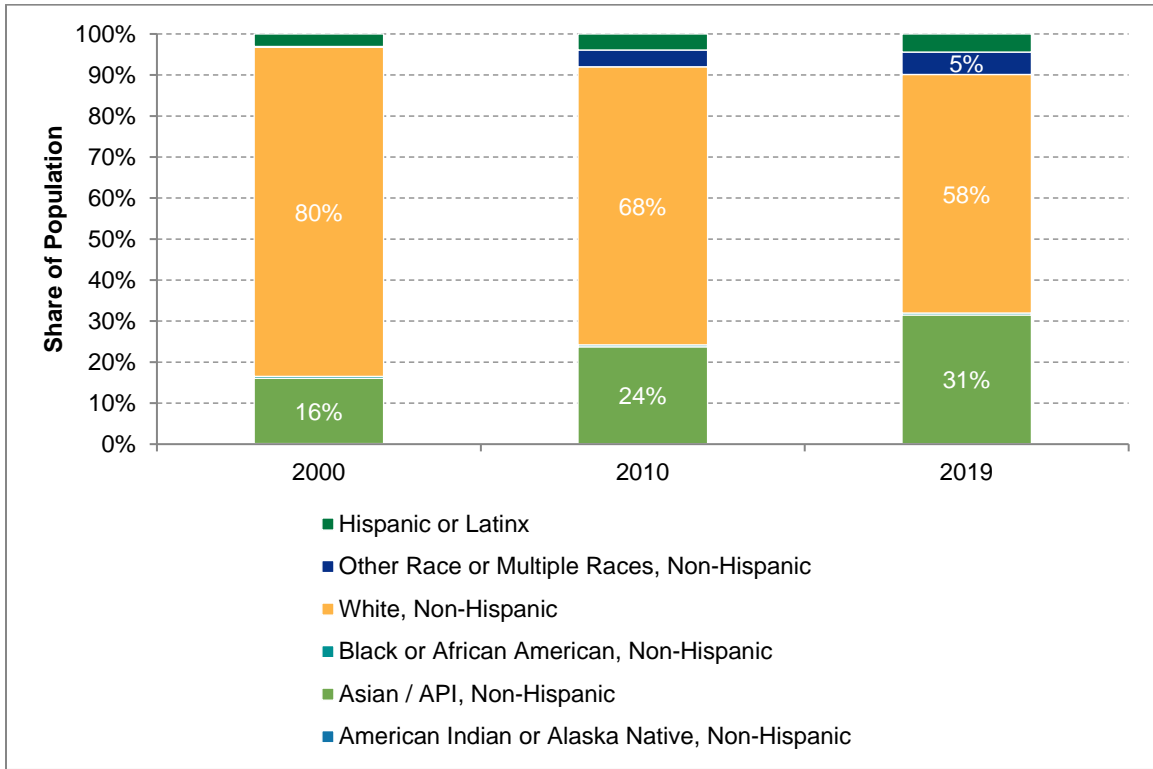
Data for 2019 represents 2015-2019 ACS estimates.

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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, Census 2000, Table P004; U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B03002)

Since 2000, the percentage of residents in Los Altos identifying as White has decreased by 18.1 percent. By the same token, the percentage of Non-White residents nearly tripled, growing at a rate of 139.1 percent between 2000 and 2019. As of 2019, White, Non-Hispanic residents represent a majority of the Los Altos’ total population at an estimated 58.1 percent of residents. The Asian/API, Non-Hispanic population increased the most (123.1 percent) while the White, Non-Hispanic population decreased the most (-18.1 percent). According to the 2020 Census, 52.6 percent of Los Altos’ population was White, 35.2 percent was Asian, 6.5 percent was an Other Race or Multiple Races, 4.9 percent was Hispanic or Latinx, and 0.6 percent was African American.

Figure A-5: Population by Race and Ethnicity, 2000-2019



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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, Census 2000, Table P004; U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B03002)

A.2.4 Employment

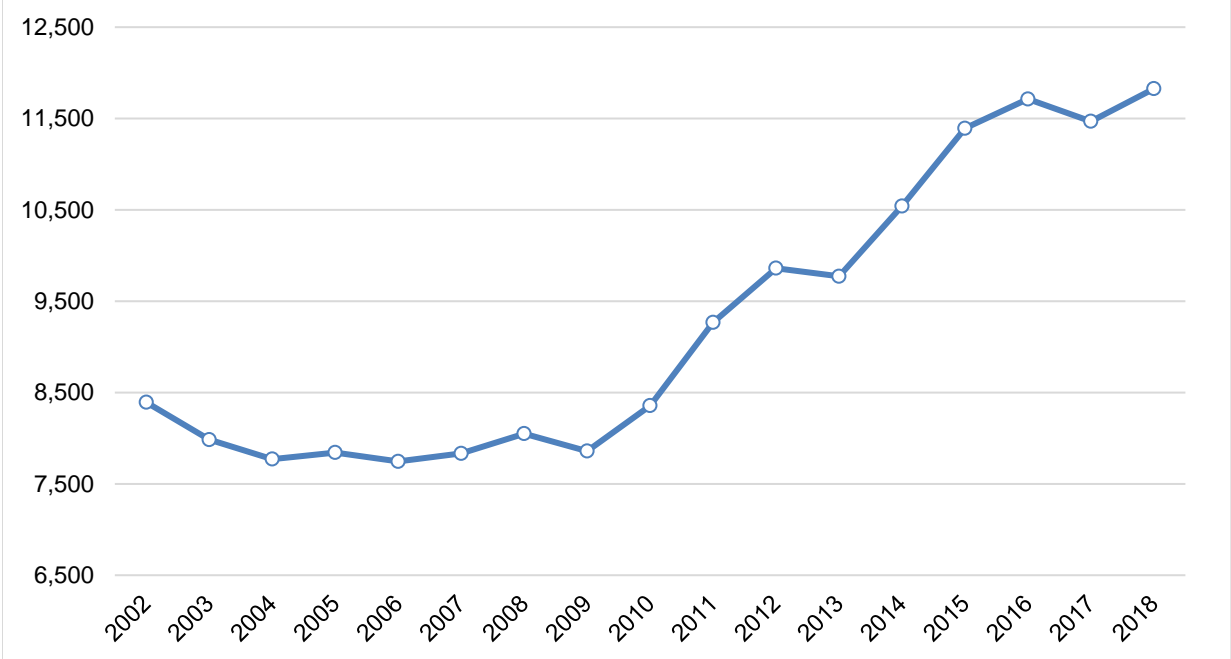
A city houses employed residents who either work in the community where they live or work elsewhere in the region. Conversely, a city may have job sites that employ residents from the same city, but more often employ workers commuting from outside of it. Smaller cities typically will have more employed 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 (meaning more workers than jobs available) “exports” workers to other parts of the region, while a city with a surplus of jobs (meaning more jobs than can be filled with local workers) must

conversely “import” them. There are 13,370 employed residents and 14,257 jobs in Los Altos² – the ratio of jobs to workers is 1.07; therefore, Los Altos can be considered a net importer of workers. In 2019, approximately six percent of people employed in Los Altos also lived in the city (LEHD on the Map, 2019).

Between 2002 and 2018, the number of jobs in Los Altos increased by 40.9 percent (see Figure A-6).

Figure A-6: Jobs in Los Altos



Notes:
Universe: Jobs from unemployment insurance-covered employment (private, state and local government) plus United States Office of Personnel Management-sourced Federal employment
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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, Longitudinal Employer-Household Dynamics, Workplace Area Characteristics (WAC) files, 2002-2018)

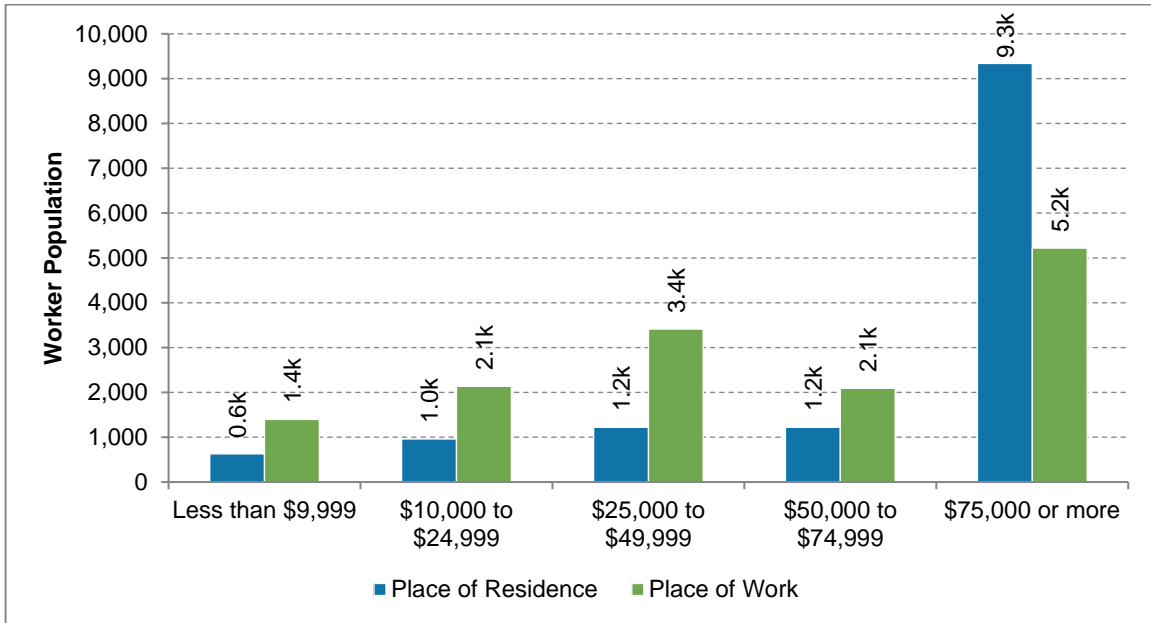
² Employed residents in a jurisdiction is counted by place of residence (they may work elsewhere) while jobs in a jurisdiction are counted by place of work (they may live elsewhere). The jobs may differ from those reported in Figure A-6 as the source for the time series is from administrative data, while the cross-sectional data is from a survey.

Figure A-7 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 unmet demand for housing in particular price categories. A relative surplus of jobs in relation 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 negative, though over time, sub-regional imbalances may appear.

Los Altos has more low-wage jobs than low-wage residents. 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 \$75,000 or more) (see Figure A-7).³ Therefore, Los Altos has fewer housing accommodations for its low-wage jobs and more options for its high-wage positions.

³ The source table is top-coded at \$75,000, precluding more fine grained analysis at the higher end of the wage spectrum.

Figure A-7: Workers by Earnings, by Jurisdiction as Place of Work and Place of Residence



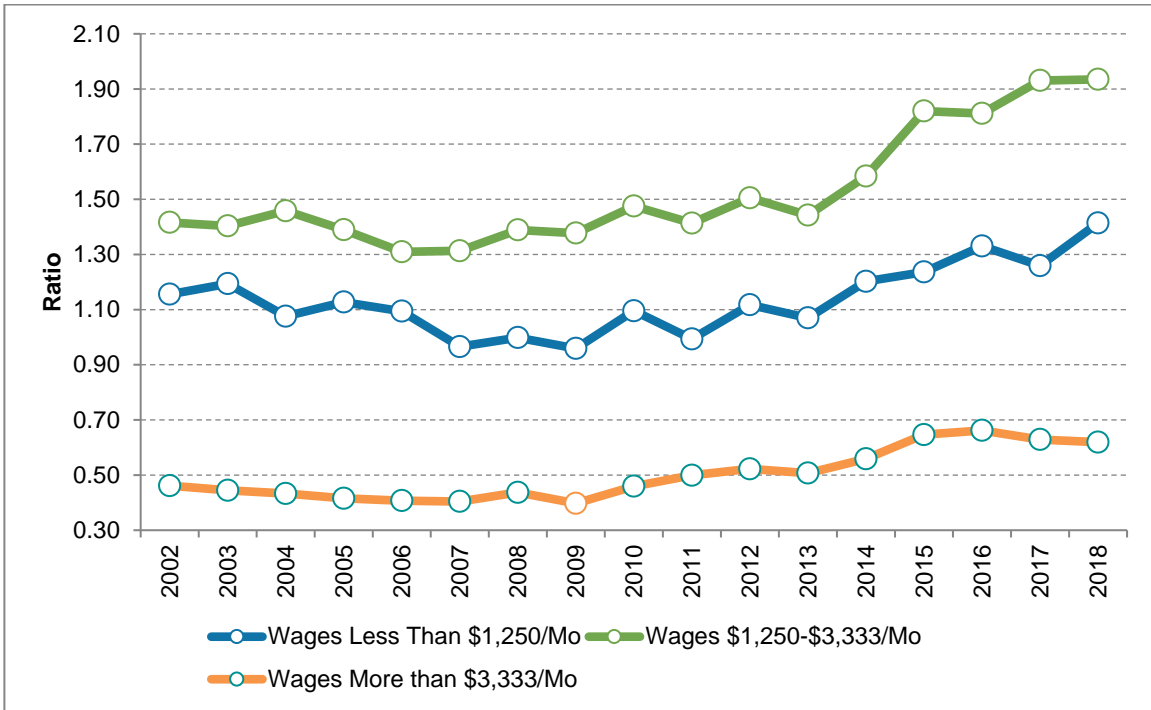
Notes:

Universe: workers 16 years and over with earnings

Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data 2015-2019, B08119, B08519)

Figure A-8 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 1.0 means that a city has the same number of jobs in a wage group as it has resident workers - in principle, a balance. Values above one indicates a jurisdiction will need to import workers for jobs in a given wage group. Los Altos has the greatest need to import workers for lower-wage jobs. 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 A-8).

Figure A-8: Jobs-Worker Ratios, by Wage Group



Notes:

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

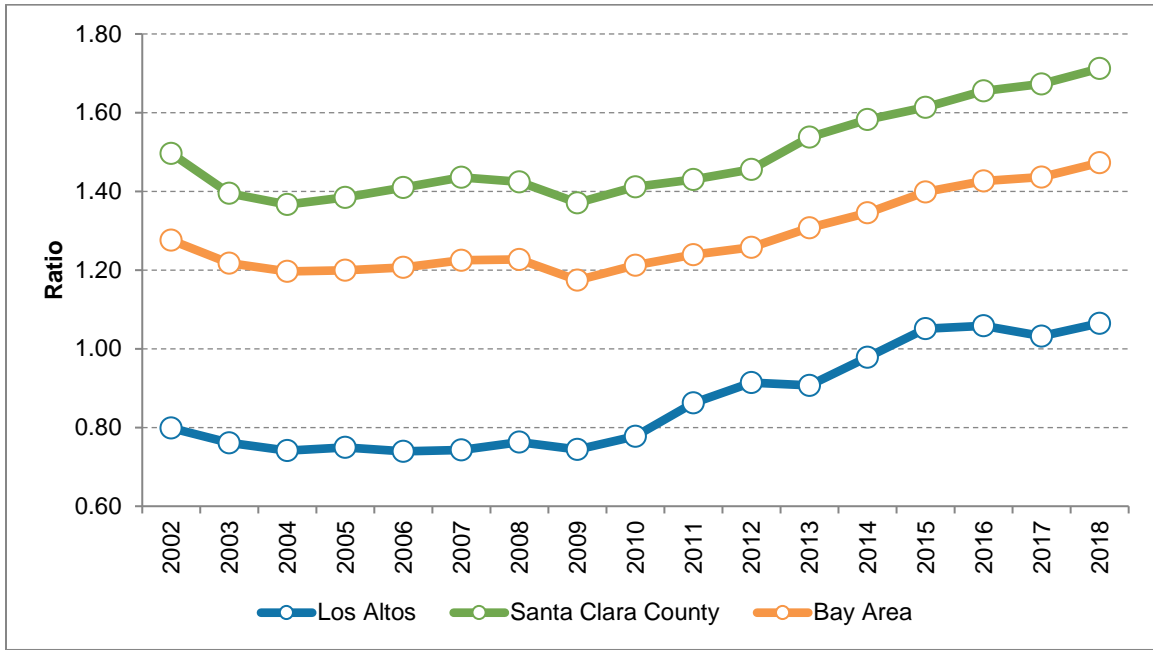
The ratio compares job counts by wage group from two tabulations of LEHD data: Counts by place of work relative to counts by place of residence. See text for details.

Source: ABAG 2021 Pre-certified Housing Needs Data (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 (over 1.0). The jobs-household ratio in Los Altos has increased over time -- from 0.8 in 2002, to 1.06 jobs per household in 2018 (see Figure A-9). Los Altos' ratio is lower than both Santa Clara County (1.71) and the region (1.47), suggesting the city has a lower ratio of jobs to housing units relative to the rest of the Bay Area. While the county and region are jobs rich, Los Altos houses only a slightly higher number of workers than it has jobs.

Figure A-9: Jobs-Household Ratio



Notes:

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

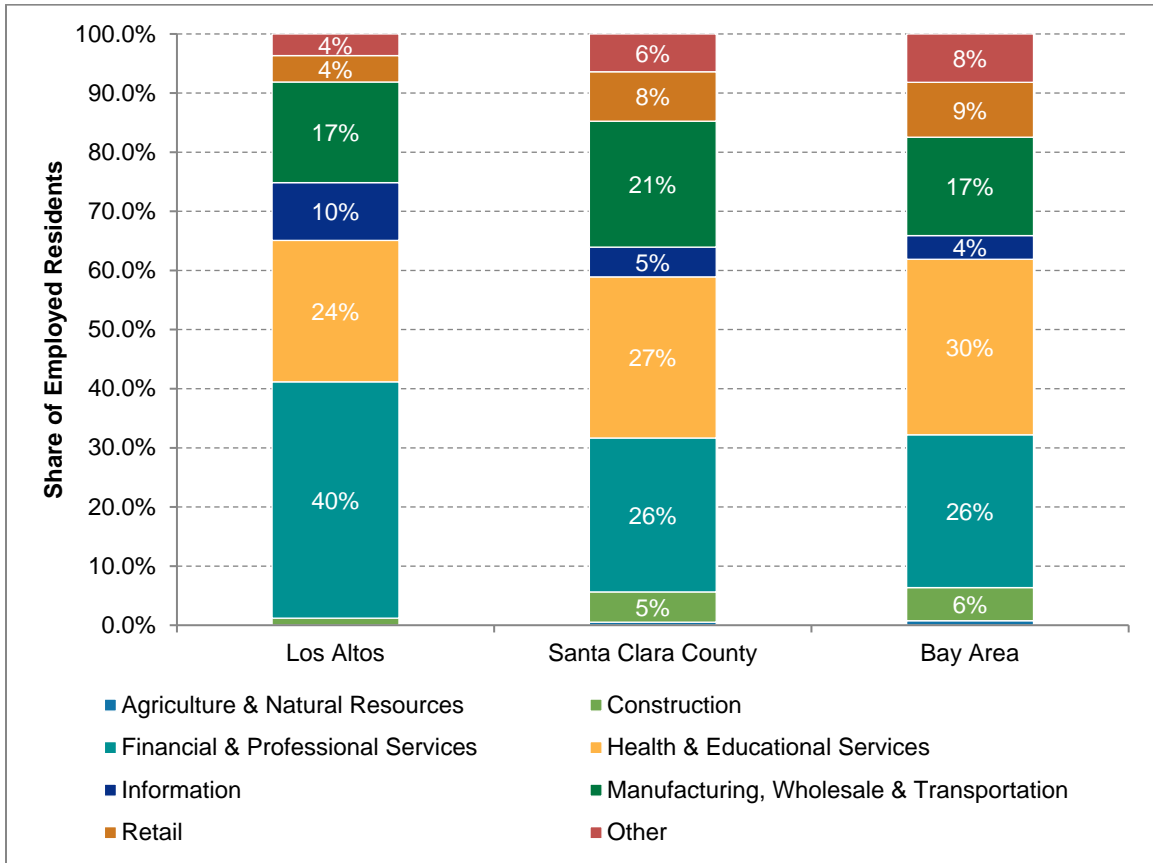
The data is tabulated by place of work, regardless of where a worker lives. The source data is provided at the census block level. These are crosswalked to jurisdictions and summarized. The ratio compares place of work wage and salary jobs with households, or occupied housing units. A similar measure 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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, Longitudinal Employer-Household Dynamics, Workplace Area Characteristics (WAC) files (Jobs), 2002-2018; California Department of Finance, E-5 (Households))

In terms of sectoral composition, the largest industry in which Los Altos residents work is Financial & Professional Services, and the largest sector in which Santa Clara County residents work is Health & Educational Services (see Figure A-9). For the Bay Area as a whole, the Health & Educational Services industry employs the most workers. Financial & Professional Services includes occupations within fields such as computer and information systems, scientific research and development, software development, database administration, information security, data science, and others.⁴

⁴ https://www.bls.gov/oes/current/naics2_52.htm#00-0000

Figure A-10: Resident Employment by Industry



Notes:

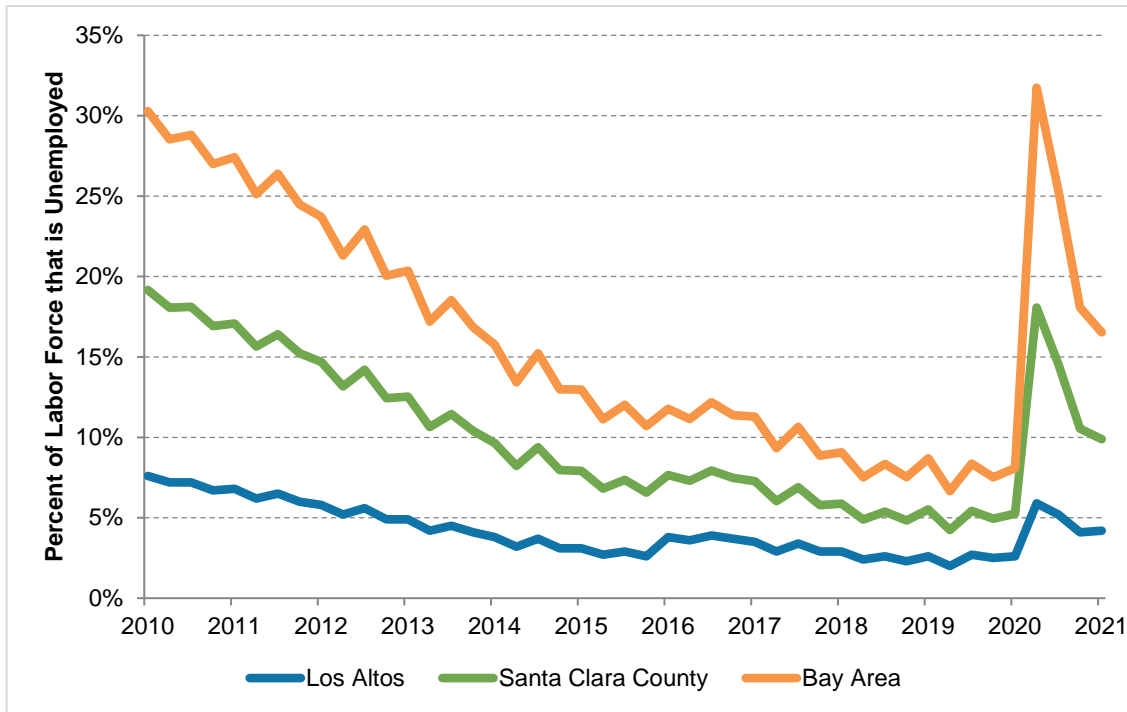
Universe: Civilian employed population age 16 years and over

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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table C24030)

In Los Altos, the unemployment rate decreased between 2010 and 2021, from an average 7.2 percent in 2010 to 4.2 percent in January of 2021. Jurisdictions throughout the region experienced a sharp rise in unemployment in 2020 due to impacts related to the COVID-19 pandemic, though with a general improvement and recovery in the later months of 2020.

Figure A-11: Unemployment Rate



Notes:

Universe: Civilian employed population age 16 years and over

Unemployment rates for the jurisdiction level is derived from larger-geography estimates. This method assumes that the rates of change in employment and unemployment are exactly the same in each sub-county area as at the county level. If this assumption is not true for a specific sub-county area, then the estimates for that area may not be representative of the current economic conditions. Since this assumption is untested, caution should be employed when using these data. Only not seasonally-adjusted labor force (unemployment rates) data are developed for cities and CDPs.

Source: ABAG 2021 Pre-certified Housing Needs Data (California Employment Development Department, Local Area Unemployment Statistics (LAUS), Sub-county areas monthly updates, 2010-2021)

Section A.3 Household Characteristics

A.3.1 Household Size

In Los Altos, the largest share of households (35.5 percent) consists of a household with two people, while the lowest share of households (10.4 percent) consists of five-or-more persons (renters and owners combined). Three-person households make up 17 percent of the occupied housing stock in Los Altos, and four-person households make up 20.7 percent (see Table A-2). According to the California Department of Finance, Los Altos had an average household size of 2.75 in 2020. Average household size in Santa Clara County was larger at 2.98 persons per household. Almost 38 percent of households in Los Altos are three to four-person households,

slightly higher than the county (36.6 percent three to four-person households) and the region (32.6 percent three to four-person households).

Table A-2: Household Size

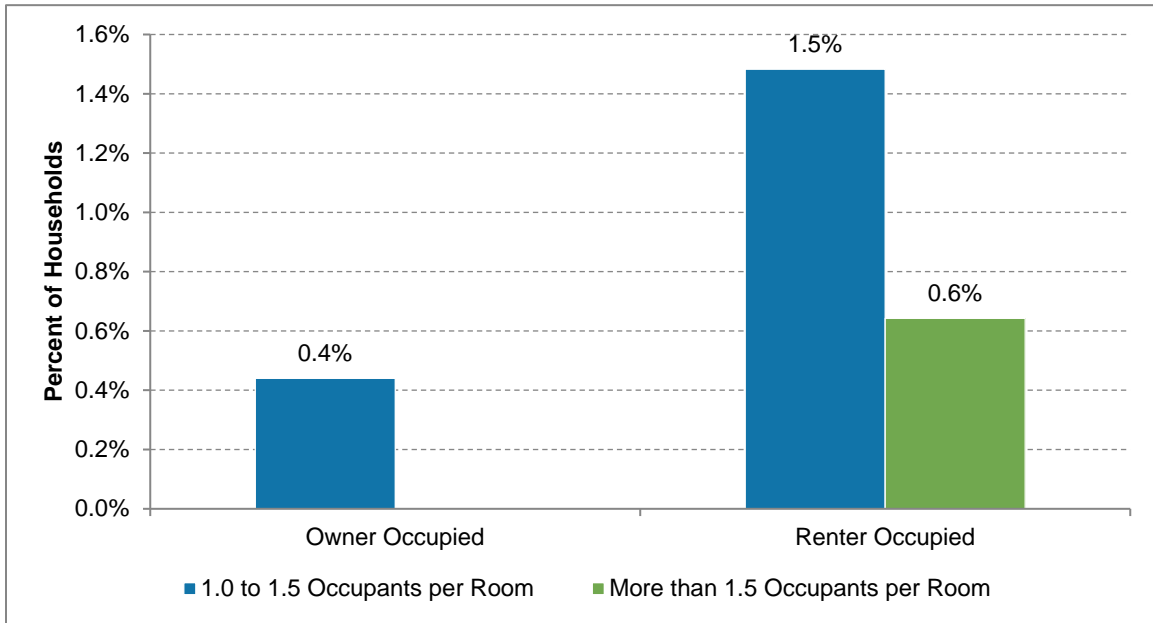
Household Size	Owner Occupied	% Owner Occupied	Renter Occupied	% Renter Occupied	% of All Occupied Units
1-person household	1,173	14%	572	28%	16%
2-person household	3,182	37%	604	30%	36%
3-person household	1,540	18%	267	13%	17%
4-person household	1,796	21%	406	20%	21%
5-or-more person household	938	11%	174	9%	10%
Total occupied housing units	8,629	100%	2,023	100%	100%
<i>Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25009)</i>					

A.3.2 Overcrowding

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. Overall, 2.1 percent of renter households experience either overcrowding or severe overcrowding, while only 0.4 percent of owner households do. In Los Altos, 0.6 percent of households that rent are severely overcrowded (more than 1.5 occupants per room) (12 households), compared to 0.0 percent of households that own (see Figure A-12). Furthermore, 1.5 percent of renter households experience moderate overcrowding (1 to 1.5 occupants per room) (30 households), compared to 0.4 percent for those own (35 households).

Figure A-12: Overcrowding by Tenure and Severity



Notes:

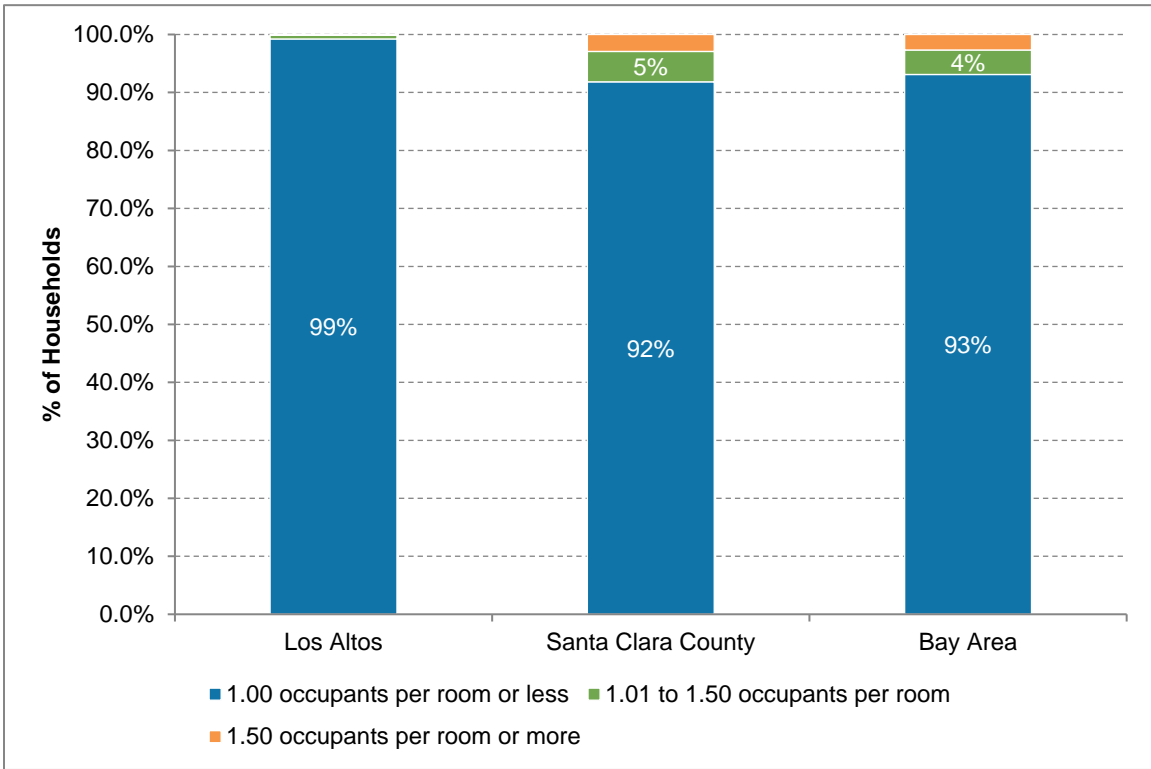
Universe: Occupied housing units

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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release)

Overall, Los Altos has a lower rate of overcrowding than the rest of the region. 0.8 percent of Los Altos residents face overcrowded conditions compared to 8.2 percent in Santa Clara County and 6.9 percent in the Bay Area. Specifically, Los Altos has 68 households experiencing overcrowded conditions and 13 households experiencing severe overcrowding.

Figure A-13: Overcrowding Severity



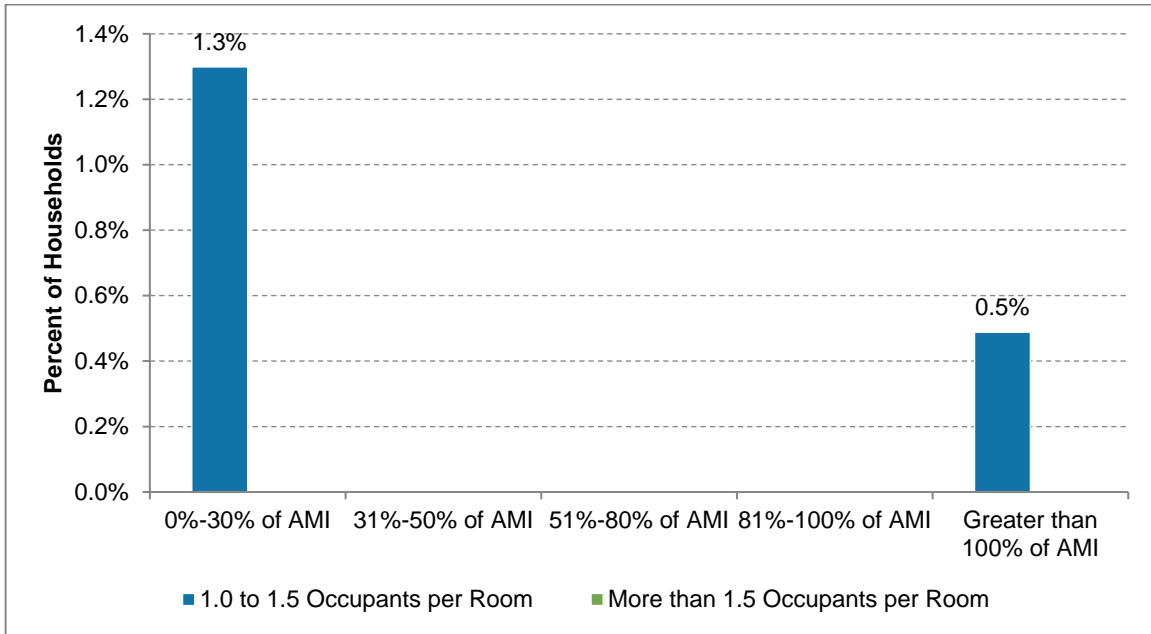
Notes:

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: ABAG 2021 Pre-certified Housing Needs Data (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. In Los Altos, 1.3 percent of extremely low-income households (0-30 percent of AMI) experience overcrowding (10 households) (see Figure A-14).

Figure A-14: Overcrowding by Income Level and Severity



Notes:

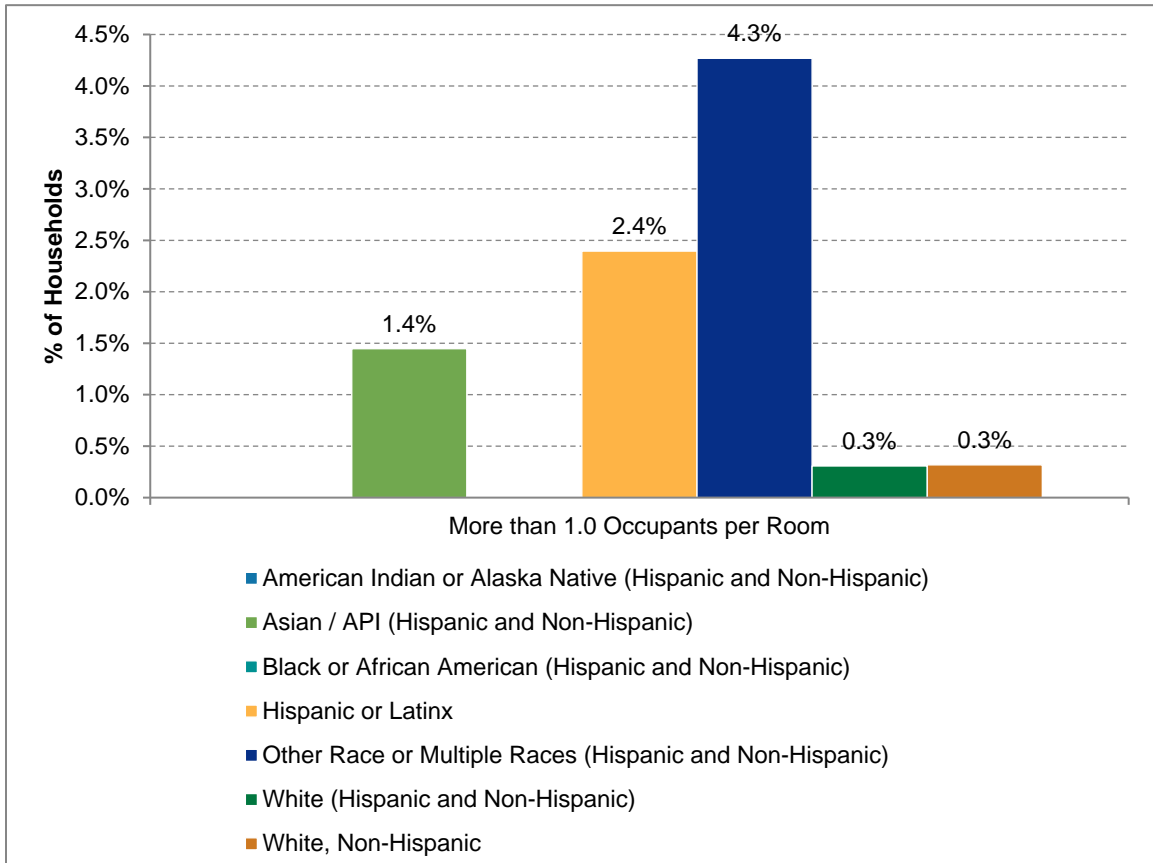
Universe: Occupied housing units

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 (Santa Clara 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: ABAG 2021 Pre-certified Housing Needs Data (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 and more likely to experience poverty, financial instability, and housing insecurity. People of color tend to experience overcrowding at higher rates than White residents. In Los Altos, the racial group with the largest overcrowding rate is Other Race or Multiple Races (Hispanic and Non-Hispanic) at 4.3 percent (14 households) (see Figure A-15). Asian/API (Hispanic and Non-Hispanic) reported overcrowding at 1.4% (44 households), while Hispanic or Latinx reported 2.4% (8 households). Minimal rates of overcrowding (0.3 percent) were reported for White residents (42 households).

Figure A-15: Overcrowding by Race



Notes:

Universe: Occupied housing units

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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25014)

A.3.3 Household Income

Household income is a critical component of housing affordability. Income impacts the decision to rent versus own, the size of unit, and location of housing. Overall, household income in Los Altos is higher than that of Santa Clara County. Los Altos’ median household income in 2019 was \$235,278, which is almost 50 percent higher than the county’s median income of \$124,055. Similarly, the mean income in Los Altos (\$326,456) is also nearly 50 percent higher than in Santa Clara County (\$164,962).

Table A-3: Household Income, City of Los Altos

	Los Altos	Santa Clara County
Median Income	\$235,278	\$124,055
Mean Income	\$326,456	\$164,962
<i>Source: ACS 5-year estimates (2019), S1901</i>		

The RHNA includes specific income categories defined by their respective proportion of the county area median income (AMI). Table A-4 defines these income categories.

Table A-4: Income Categories as a percentage of AMI

	% of AMI
Acutely Low ¹	0-15%
Extremely Low	15-30%
Very Low	30-50%
Low	50-80%
Moderate	80-120%
Above Moderate	>120%
Notes:	
¹ New income category effective January 1,2022.	
<i>Source: Department of Housing and Community Development, 2021</i>	

Table A-5 shows the 2021 income limits for these income categories in Santa Clara County. The above moderate category includes all households earning above the upper limit of the moderate-income category.

Table A-5: Santa Clara County 2021 Annual Income Limits by Household Size

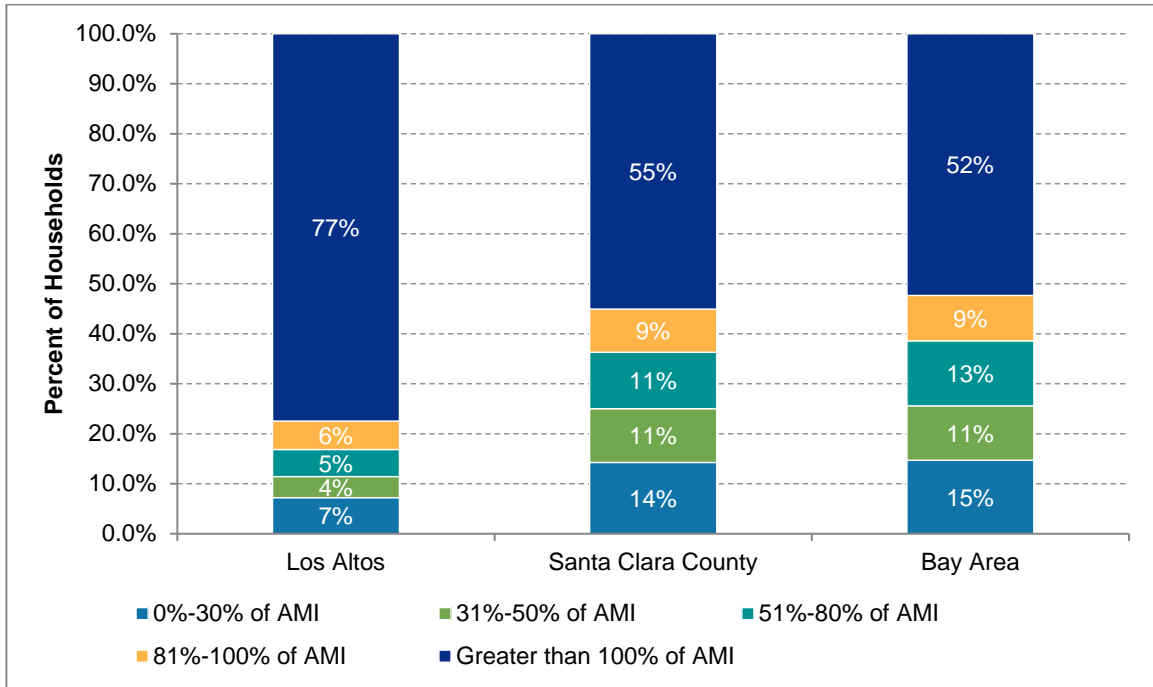
Number of Persons in Household:		1	2	3	4	5	6	7	8
Santa Clara County Area Median Income: \$151,300	Acutely Low	15,900	18,510	20,450	22,700	24,500	26,350	28,150	29,950
	Extremely Low	34,800	39,800	44,750	49,700	53,700	57,700	61,650	65,650
	Very Low Income	58,000	66,300	74,600	82,850	89,500	96,150	102,750	109,400
	Low Income	82,450	94,200	106,000	117,750	127,200	136,600	146,050	155,450
	Median Income	105,900	121,050	136,150	151,300	163,400	175,500	187,600	199,700
	Moderate Income	127,100	145,250	163,400	181,550	196,050	210,600	225,100	239,650

Source: Department of Housing and Community Development, 2021

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.

Los Altos has a higher concentration of high-income households than in the county or region. In Los Altos, 77.5 percent of households make more than 100 percent of AMI, compared to 7.2 percent (764 households) making less than 30 percent of AMI, which is considered extremely low-income (see Figure A-16). Regionally, more than half of all households make more than 100 percent of AMI, while 15 percent make less than 30 percent of AMI. Of Los Altos’ total households, 5.4 percent are low income (earning between 50 and 80 percent of AMI), while around 11.3 of households in the county and 13.0 percent of households in the Bay Area are low income. In total, 1,783 households in Los Altos earn less than 80 percent of AMI (16.9 percent of households). 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.

Figure A-16: Households by Household Income Level



Notes:

Universe: Occupied housing units

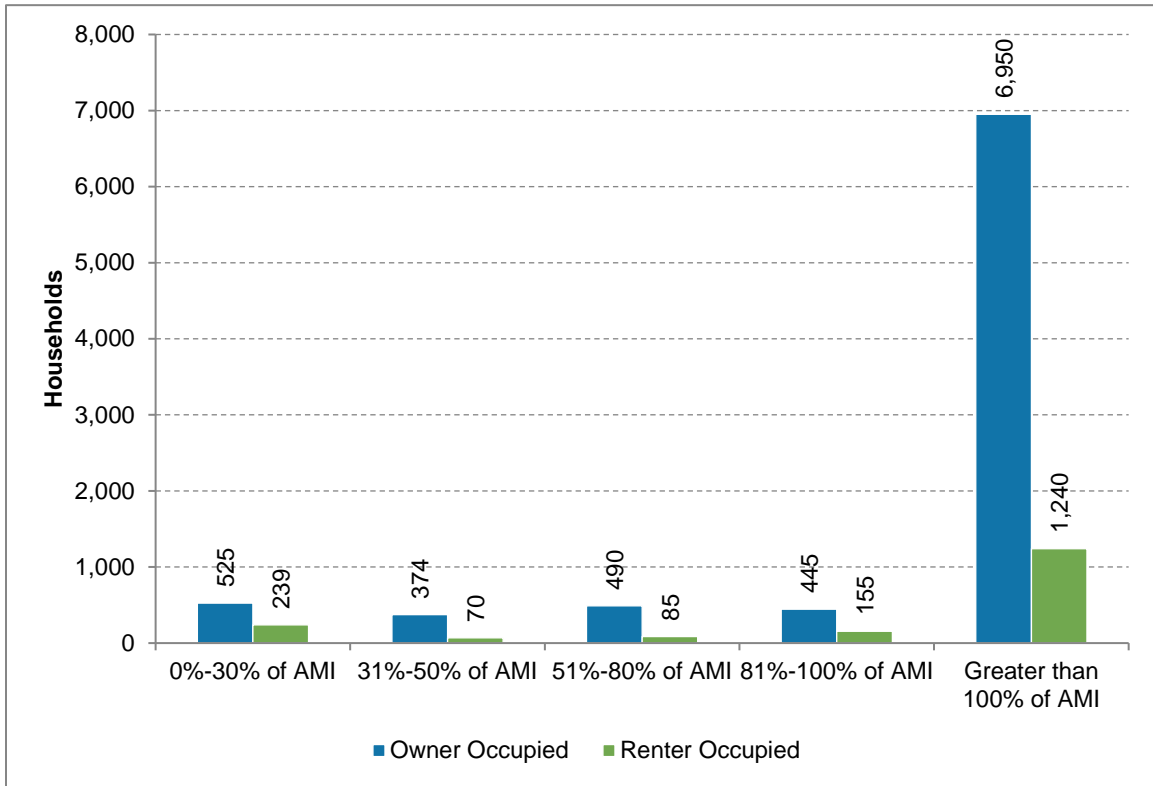
Income groups are based on HUD calculations for Area Median Income (AMI). HUD calculates the AMI for different metropolitan areas, and the nine county Bay Area includes the following metropolitan areas: Napa Metro Area (Napa County), Oakland-Fremont Metro Area (Santa Clara and Contra Costa Counties), 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 (0-30percent 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 0-50percent 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: ABAG 2021 Pre-certified Housing Needs Data (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 Los Altos, the largest proportion of both renters and owners falls in the Greater than 100 percent of AMI income group (see Figure A-17). There are no income groups with more renter than owners meaning Los Altos has a higher number of homeowners than renters. Renter households are most concentrated in the extremely low-income category with 31.3 percent of households earning no more than 30 percent of AMI renting their home (239 households).

Figure A-17: Household Income Level by Tenure



Notes:

Universe: Occupied housing units

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 (Santa Clara 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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release)

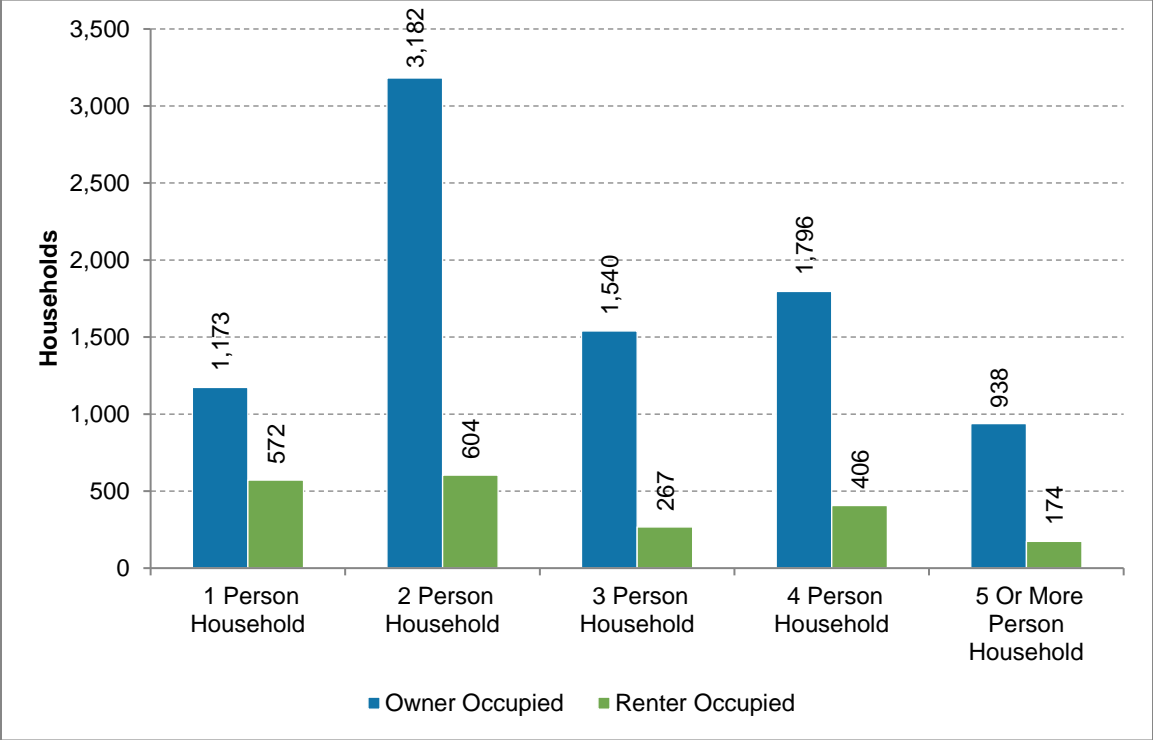
A.3.4 Special Housing Needs

Large Families

Large households (five or more persons) often have different housing needs than smaller households. If a city’s housing stock does not include units with enough bedrooms, large households could end up living in overcrowded conditions and/or overpaying for housing. Of all households in Los Altos, 10.4 percent or 1,112 households, are considered large households.

A majority (84.4 percent) of large households in Los Altos live in owner occupied housing (see Figure A-18). Only 2.5 percent of large households are extremely or very low-income, earning less than 50 percent of (10 extremely low-income and 14 very low-income households).

Figure A-18: Household Size by Tenure



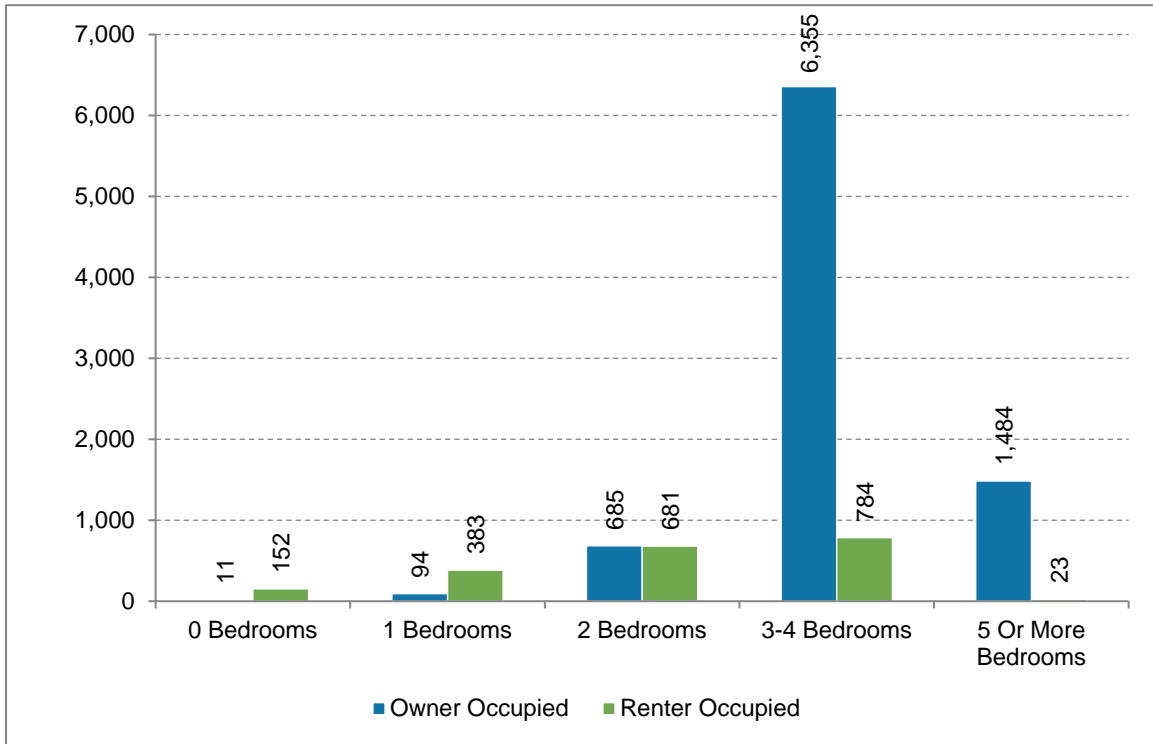
Notes:

Universe: Occupied housing units

Source: ABAG 2021 Pre-certified Housing Needs Data (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 three or more bedrooms, of which there are 8,646 units in Los Altos, or 81.2 percent of all units in Los Altos. Among these larger units with three or more bedrooms, 9.3 percent are renter-occupied, and 90.7 percent are owner-occupied (see Figure A-19). Because 10.4 percent of all households in Los Altos, or 1,112 households, are considered large households, the housing mix in Los Altos is considered adequate to accommodate larger household sizes.

Figure A-19: Housing Units by Number of Bedrooms



Notes:

Universe: Housing units

Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25042)

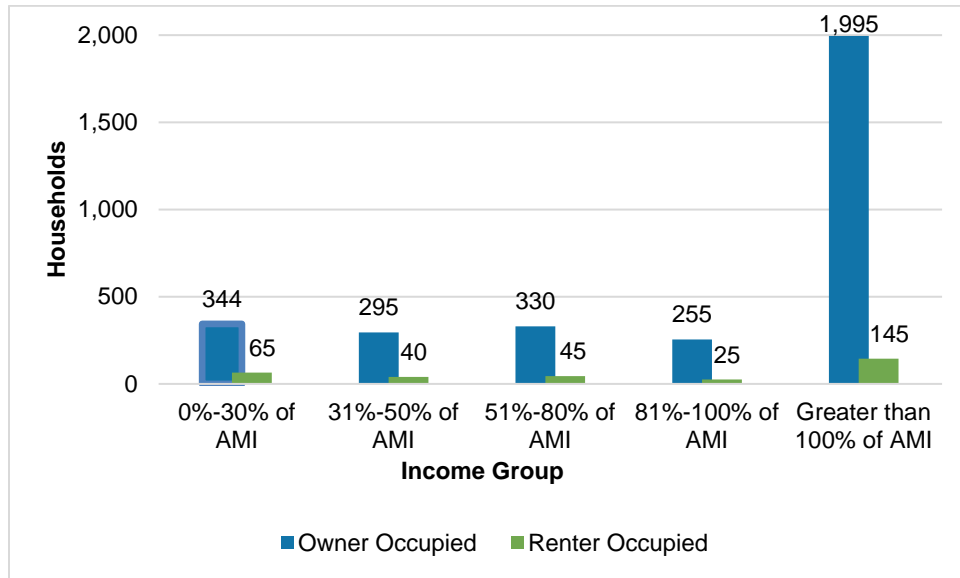
Senior Households

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. There are 409 extremely low-income senior households in Los Altos (making no more than 30 percent of AMI). However, a majority of senior households, both renters and owners, earn more than 100 percent of AMI (see Figure A-20).

Seniors who rent may be at even greater risk for housing challenges than those who own, due to income differences between these groups. While most senior households own their home in Los Altos, a higher proportion own in higher income groups. 93.2 percent of senior households that earn greater than 100 percent of AMI own their home, while 84.1 percent of senior households that earn no more than 30 percent of AMI own their home. In total, 320 senior households rent their home. 20.3 percent of senior households that rent are extremely low-income (65 extremely low-income senior households that rent). Only 11 percent of senior households that own their

home is extremely low-income (344 extremely low-income senior households that own their home).

Figure A-20: Senior Households by Income and Tenure



Notes:

Universe: Senior households

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 (Santa Clara 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.

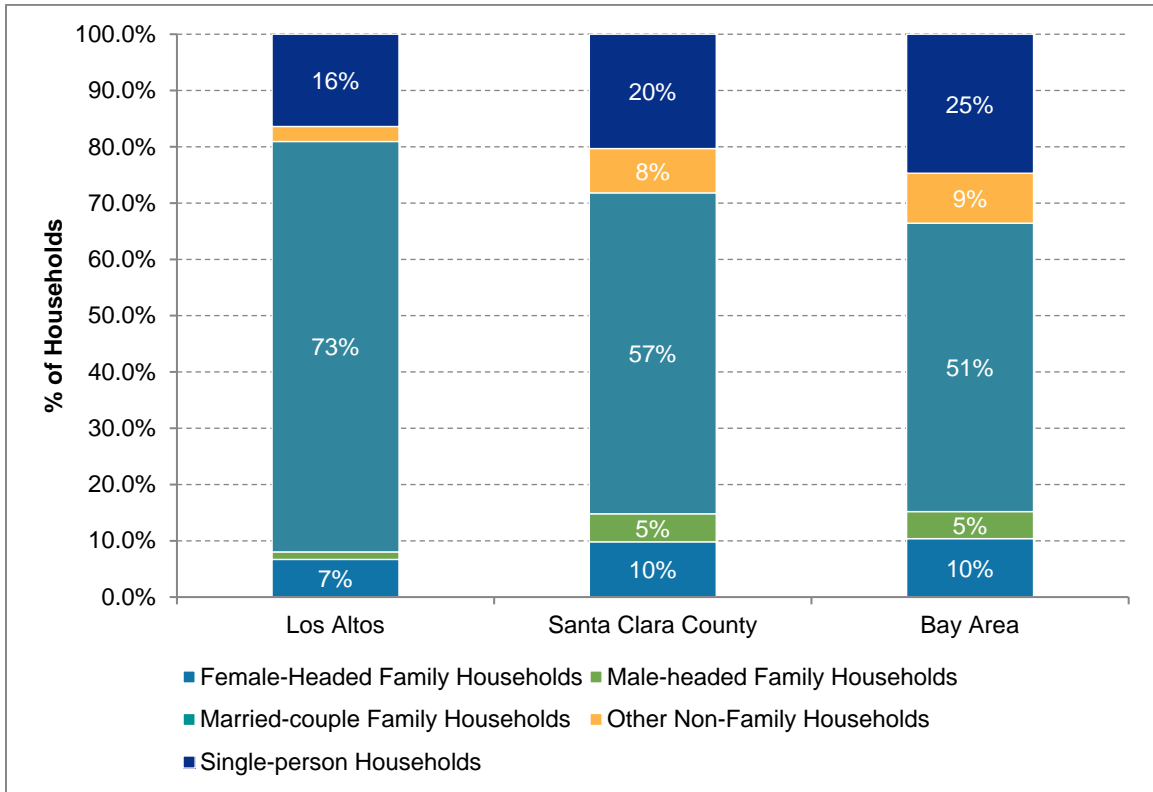
Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release)

In general, extremely low- and very low-income seniors (both renters and owners) are more likely to be cost burdened compared to higher earning seniors. In Los Altos, 36.7 percent of all senior households are housing cost burdened (see Section A.5.3, Overpayment, for a discussion of housing cost burden of seniors).

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 Los Altos, the largest proportion of households is Married-couple Family Households at 72.9 percent, while Female-Headed Households make up 6.7 percent of all households (711 female-headed households).

Figure A-21: Household Type



Notes:

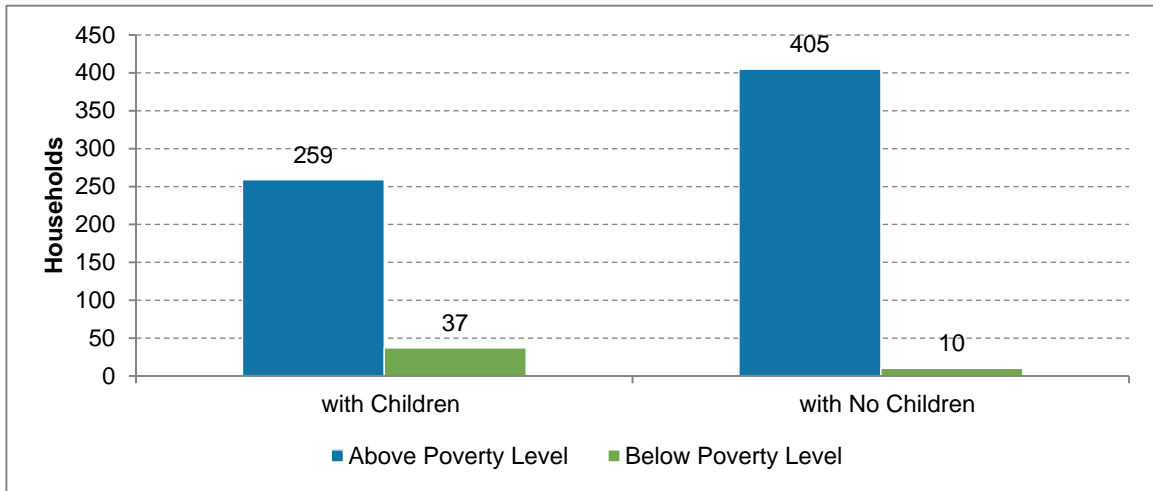
For data from the Census Bureau, a “family household” is a household where two or more people are related by birth, marriage, or adoption. “Non-family households” are households of one person living alone, as well as households where none of the people are related to each other.

Source: ABAG 2021 Pre-certified Housing Needs Data (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.

Of the 711 female-headed households in Los Altos, 41.6 percent have children. 12.5 percent of these households fall below the Federal Poverty Line (37 female-headed households with children in poverty), while only 2.4 percent of female-headed households without children live in poverty (10 households). Therefore, female-headed households with children are more likely to live in poverty than those without children.

Figure A-22: Female-Headed Households by Poverty Status



Notes:

The Census Bureau uses a federally defined poverty threshold that remains constant throughout the country and does not correspond to Area Median Income.

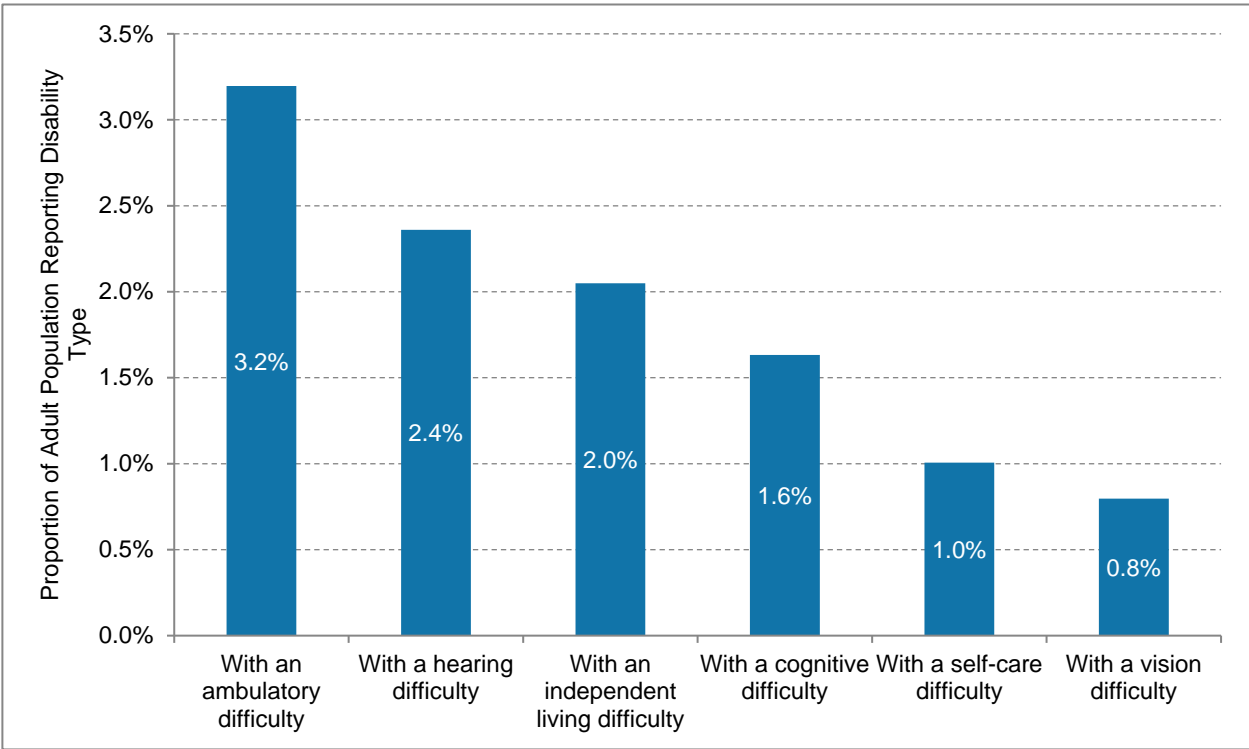
Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B17012)

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 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 A-23 shows the rates at which different disabilities are present among Los Altos residents. Overall, 1,739 residents or 5.7 percent of people in Los Altos have a disability of any kind.

Figure A-23: Disability by Type



Notes:

Universe: Civilian noninstitutionalized population 18 years and over

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: ABAG 2021 Pre-certified Housing Needs Data (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 Syndrome, autism, epilepsy, cerebral palsy, and intellectual disability. 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.

In 2020, 95 people in Los Altos had a development disability. While this number has remained relatively stable, the San Andreas Regional Center identified a population of 109 people with

developmental disabilities in Los Altos in 2021.⁵ Of the population with a developmental disability, children under the age of 18 make up 47.4 percent, while adults account for 52.6 percent (see Table A-6).

Table A-6: Population with Developmental Disabilities by Age (2020)

Age Group	Number of People with a Developmental Disability
Age Under 18	45
Age 18+	50
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: ABAG 2021 Pre-certified Housing Needs Data (California Department of Developmental Services, Consumer Count by California ZIP Code and Residence Type (2020))	

The most common living arrangement for individuals with developmental disabilities in Los Altos is the home of parent/family/guardian (see Table A-7).

Table A-7: Population with Developmental Disabilities by Residence (2020)

Residence Type	Number of People with a Developmental Disability
Home of Parent/Family/Guardian	93
Independent/Supported Living	4
Community Care Facility	4
Other	0
Foster/Family Home	0
Intermediate Care Facility	0
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: ABAG 2021 Pre-certified Housing Needs Data (California Department of Developmental Services, Consumer Count by California ZIP Code and Residence Type (2020))	

⁵ 2015 Housing Element, Table B-20, identifies 96 people with developmental disabilities in Los Altos in 2014. 2021 data from San Andreas Regional Center provided by Kalisha Webster, Housing Choices (March 15, 2022 correspondence).

In 2021, 95 percent of Los Altos’ adults with developmental disabilities lived in the home of parents or other guardians (“family home”), compared to 65 percent of the adults with developmental disabilities in all of Santa Clara County. Los Altos offers no type of licensed care facilities for adults with developmental disabilities in contrast with all of Santa Clara County where 23 percent of the adult population lives in this type of setting. Due to the lack of deeply affordable housing in Los Altos, only five percent of Los Altos adults with developmental disabilities have been able to transition into independent living with coordinated supportive services provided by the San Andreas Regional Center as compared to all of Santa Clara County where 11 percent of adults with developmental disabilities have made this transition (see Table A-8).

Table A-8: Living Arrangements of Adults with Developmental Disabilities (2021)

Adult Living Arrangement	Number of People with a Developmental Disability			
	Los Altos		Santa Clara County	
	#	%	#	%
Home of Parent/Family/Guardian (Family Home)	62	95%	4,362	65%
Own Apartment with Supportive Services	3	5%	756	11%
Licensed Facilities	0	0%	1,525	23%
Other (Including Homeless)	0	0%	94	1%
Total Adults	65	100%	6,737	100%
<i>Source: San Andreas Regional Center (2021); California Department of Developmental Services (2021); Kalisha Webster, Housing Choices (2022)</i>				

Additional data and trends demonstrate housing needs for people with developmental disabilities in Los Altos:

- Growth in the Santa Clara County adult population with developmental disabilities correlates with the documented annual increase in the diagnosis of autism that began in the mid-1980s and did not level out until after 2015. The cumulative impact of this trend is already seen in the growth of the Santa Clara County population age 18 to 41 with developmental disabilities.
- Longer life spans will result in more adults with developmental disabilities outliving their parents and family members who currently house almost all of Los Altos adults with developmental disabilities.
- Between September 2015 and June 2021, five percent fewer people with developmental disabilities were able to be housed in licensed care facilities (including community care facilities, intermediate care facilities, and skilled nursing facilities) in Santa Clara County.
- Most Los Altos adults with developmental disabilities who want to live independently may need to move elsewhere due to the lack of deeply affordable housing in Los Altos.

- People with developmental disabilities are more likely than the general population to have an accompanying physical disability. Almost 20 percent of Santa Clara County residents with developmental disabilities have limited mobility, and 15 percent have a vision or hearing impairment. The need for an accessible unit coupled with the need for coordinated supportive services compounds the housing barriers faced by those with both cognitive and physical disabilities.⁶

Residents Living Below the Poverty Level

The Federal Poverty Level is an estimate of the minimum annual income a household would need to pay for essentials, such as food, housing, clothes, and transportation. This level considers the number of people in a household, their income, and the state in which they live. In Los Altos, 2.8 percent of the total population (856 residents) experience poverty, which is lower than the rate of Santa Clara County residents (7.5 percent).

Table A-9: Poverty Status

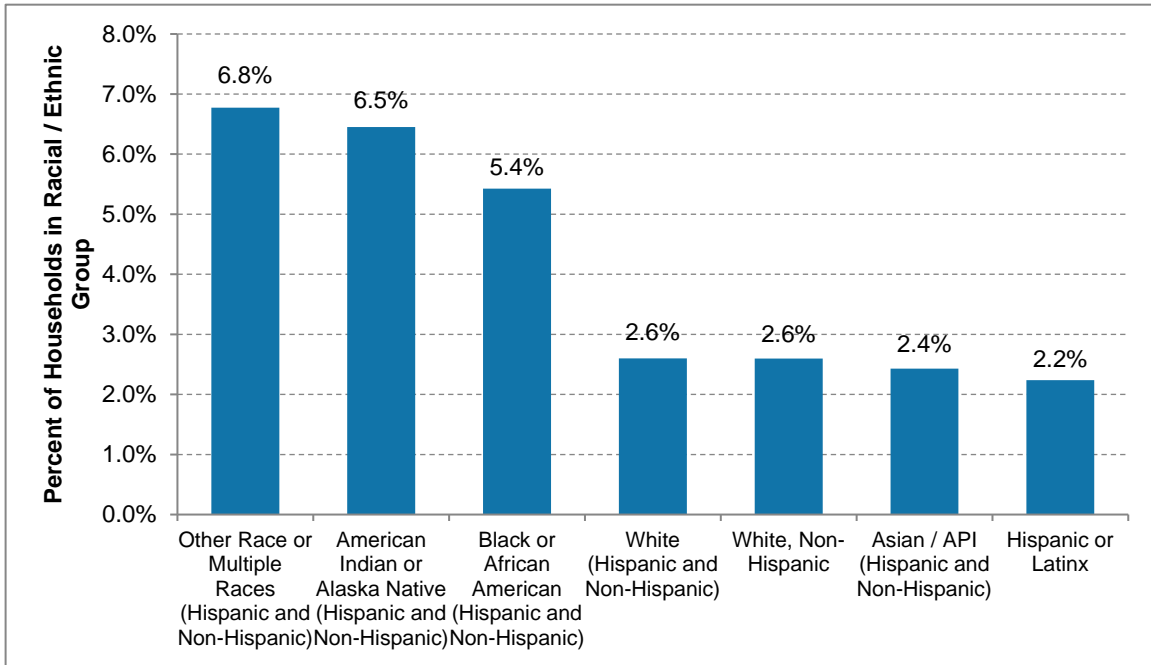
	Los Altos	Santa Clara County
% of Population Below Poverty Level	2.8%	7.5%
<i>Source: ACS 5-year estimates (2019), S1701</i>		

As mentioned previously, female-headed households with children experience poverty at a disproportionate rate than those without children or the overall population.

Currently, people of color are more likely to experience poverty and financial instability as a result of federal and local housing policies that have historically excluded them from the same opportunities extended to white residents. These economic disparities also leave communities of color at higher risk for housing insecurity, displacement, or homelessness. In Los Altos, Other Race or Multiple Races (Hispanic and Non-Hispanic) residents experience the highest rates of poverty (6.8 percent), followed closely by American Indian or Alaska Native (Hispanic and Non-Hispanic) residents (6.5 percent) (see Figure A-24).

⁶ Kalisha Webster, Housing Choices (March 15, 2022 correspondence).

Figure A-24: Poverty Status by Race



Notes:

Universe: Population for whom poverty status is determined

The Census Bureau uses a federally defined poverty threshold that remains constant throughout the country and does not correspond to Area Median Income. 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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B17001(A-I))

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.

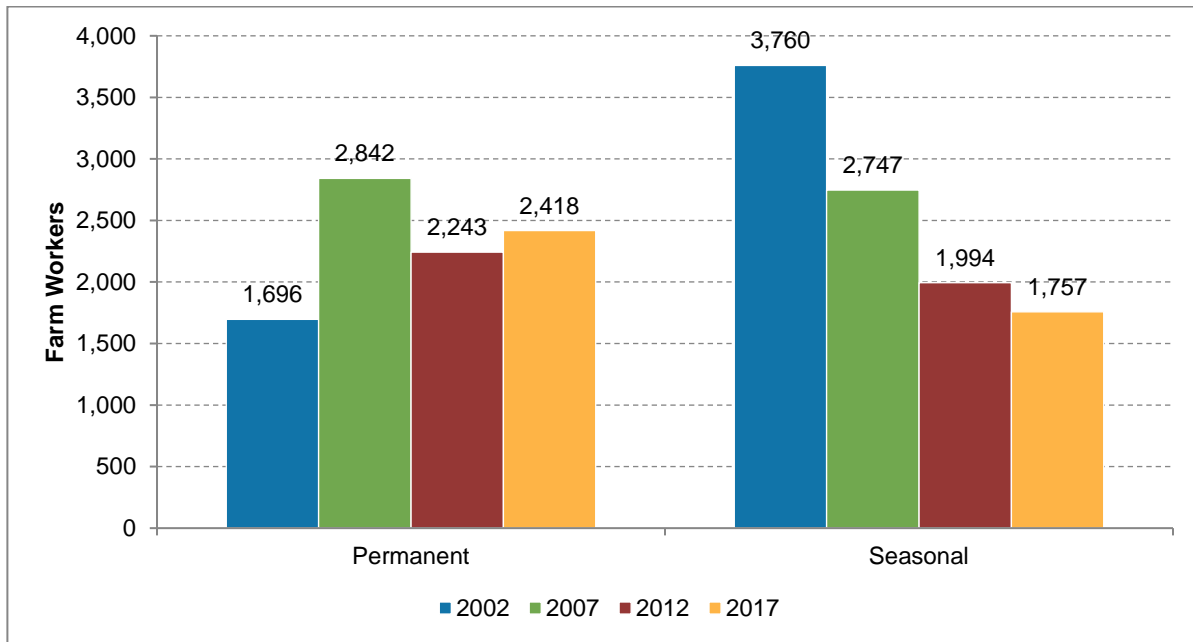
In Los Altos, there were no reported students of migrant workers from the 2016-2017 to 2019-2020 school year. The trend for the region has been a decline of 14.1 percent in the number of migrant worker students since the 2016-2017 school year. The change at the county level is a 49.7 percent decrease in the number of migrant worker students since the 2016-2017 school year (see Table A-10).

Table A-10: Migrant Worker Student Population

Academic Year	Los Altos	Santa Clara County	Bay Area
2016-17	0	978	4,630
2017-18	0	732	4,607
2018-19	0	645	4,075
2019-20	0	492	3,976
<p>Notes:</p> <p>Universe: Total number of unduplicated primary and short-term enrollments within the academic year (July 1 to June 30), public schools</p> <p>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.</p> <p>Source: ABAG 2021 Pre-certified Housing Needs Data (California Department of Education, California Longitudinal Pupil Achievement Data System (CALPADS), Cumulative Enrollment Data (Academic Years 2016-2017, 2017-2018, 2018-2019, 2019-2020))</p>			

According to the U.S. Department of Agriculture Census of Farmworkers, the number of permanent farm workers in Santa Clara County has increased since 2002, totaling 2,418 in 2017, while the number of seasonal farm workers has decreased, totaling 1,757 in 2017 (see Figure A-25).

Figure A-25: Farm Operations and Farm Labor by County, Santa Clara County



Notes:

Universe: Hired farm workers (including direct hires and agricultural service workers who are often hired through labor contractors)

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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Department of Agriculture, Census of Farmworkers (2002, 2007, 2012, 2017), Table 7: Hired Farm Labor)

Over the past two decades, there has been a shift to a more permanent workforce for many farms, which has shifted the bulk of the housing need from seasonal housing for migrant workers to permanently affordable housing for low wage working families. While both types of housing are needed, farmworker housing is no longer solely a rural issue. Farmworker populations have declined while at the same time trends for farmworkers have resulted in longer commutes (up to 75 miles per the USDA) for this population. Local jurisdictions with an agriculture-based economy are responsible for addressing the needs of farmworkers and their families through affirmatively furthering fair housing (AFFH) analysis.

As a result, there is not an explicit need for housing for farmworkers and their families (as opposed to housing for other low wage households), as Los Altos does not have an “agriculture-based economy”. However, other housing types promoted in the Housing Element, such as housing for low-income households and multi-family housing, can also serve farmworkers.

People Experiencing 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. Unhoused individuals and families living arrangement may vary and could include living on the streets or outdoors (e.g., in parks or encampment areas), sleeping in vehicles, staying in a homeless shelter or transitional housing, staying in a hotel or motel, or sharing housing of other people (e.g., living in doubled-up arrangements or couch-surfing). 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.

The Point-in-Time (PIT) Count is an annual census and survey to identify the sheltered and unsheltered homeless population. According to the 2019 PIT Count, of the 9,706 reported homeless persons in Santa Clara County, the majority of persons experiencing homelessness are households without children in their care, and an overwhelming majority of those (7,413 or 87 percent) are unsheltered. Of those homeless persons that are under 18 years old or with children (1,197), 688 or 57.0 percent are sheltered in an emergency shelter or transitional housing (see Table A-11). The 2022 PIT showed a 10,028 homeless population in Santa Clara County, representing a three percent increase, but with a decline in the number of individuals living outdoors (unsheltered) and an increase in sheltered individuals.⁷

Table A-11: Homelessness by Household Type and Shelter Status, Santa Clara County

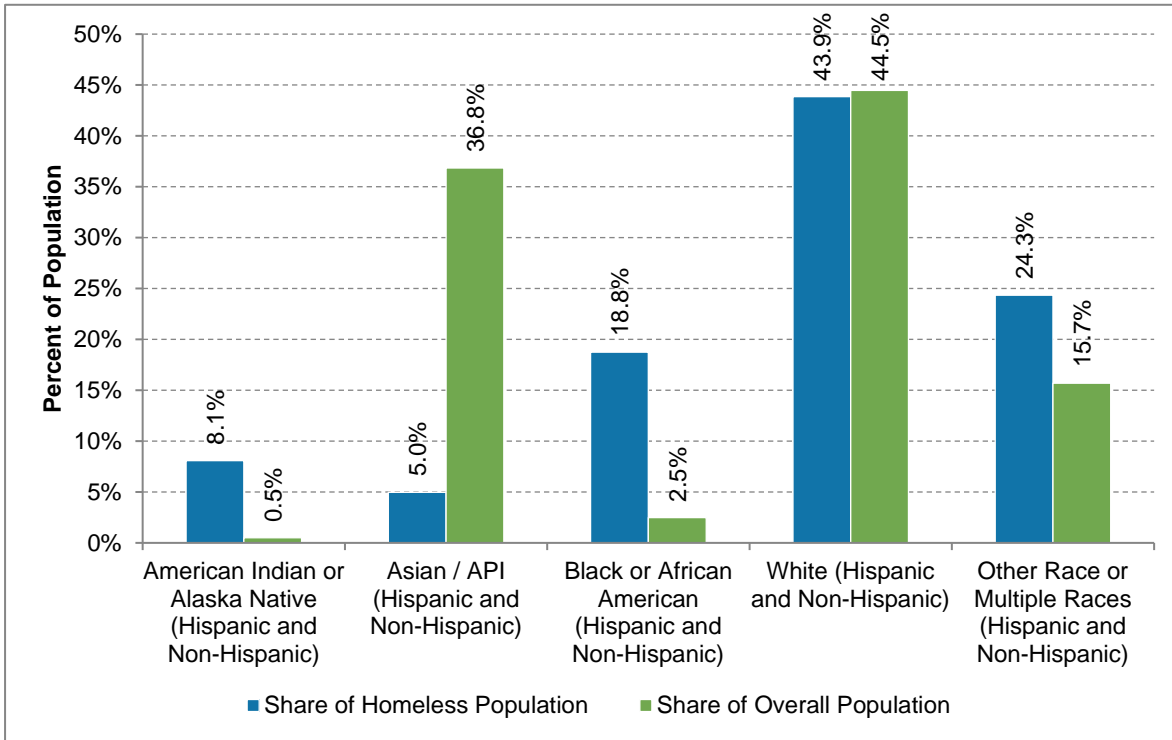
Type	People in Households Composed Solely of Children Under 18	People in Households with Adults and Children	People in Households without Children Under 18	Total
Sheltered – Emergency Shelter	7	377	696	1,080
Sheltered – Transitional Housing	3	301	400	704
Unsheltered	266	243	7,413	7,922
Totals	276	921	8,509	9,706
<p>Note: 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 10 days in January.</p> <p>Each Bay Area county is its own CoC, and so the data for this table is provided at the county-level.</p> <p>Per HCD's requirements, jurisdictions will need to supplement this county-level data with local estimates of people experiencing homelessness.</p> <p>Source: U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC) Homeless Populations and Subpopulations Reports (2019)</p>				

⁷ <https://news.sccgov.org/news-release/county-santa-clara-and-city-san-jose-release-preliminary-results-2022-point-time>

Between 2017 and 2019, Los Altos saw its homeless population increase over tenfold, from six to 76 people. This is higher than the rate of increase in the county, 31 percent, during the same period (7,394 to 9,706 people experiencing homelessness). Los Altos' homeless population is less than one percent of the county's homeless population.

As noted above, people of color are more likely to experience poverty and financial instability as a result 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 Santa Clara County, White (Hispanic and Non-Hispanic) residents represent the largest proportion of residents experiencing homelessness and account for 43.9 percent of the homeless population, while making up 44.5 percent of the overall population (see Figure A-26). Latinx residents represent 42.7 percent of the population experiencing homelessness, while Latinx residents comprise only 25.8 percent of the general population (see Figure A-27). While White residents represent the largest proportion of residents experiencing homelessness, making up just under 44 percent of the homeless population, Black or African American and American Indian or Alaska Native residents are overrepresented – accounting for 18.8 and 8.1 percent of the homeless population while only making up 2.5 and 0.5 percent of the overall population of Santa Clara County respectively.

Figure A-26: Racial Group Share of General and Homeless Populations, Santa Clara County



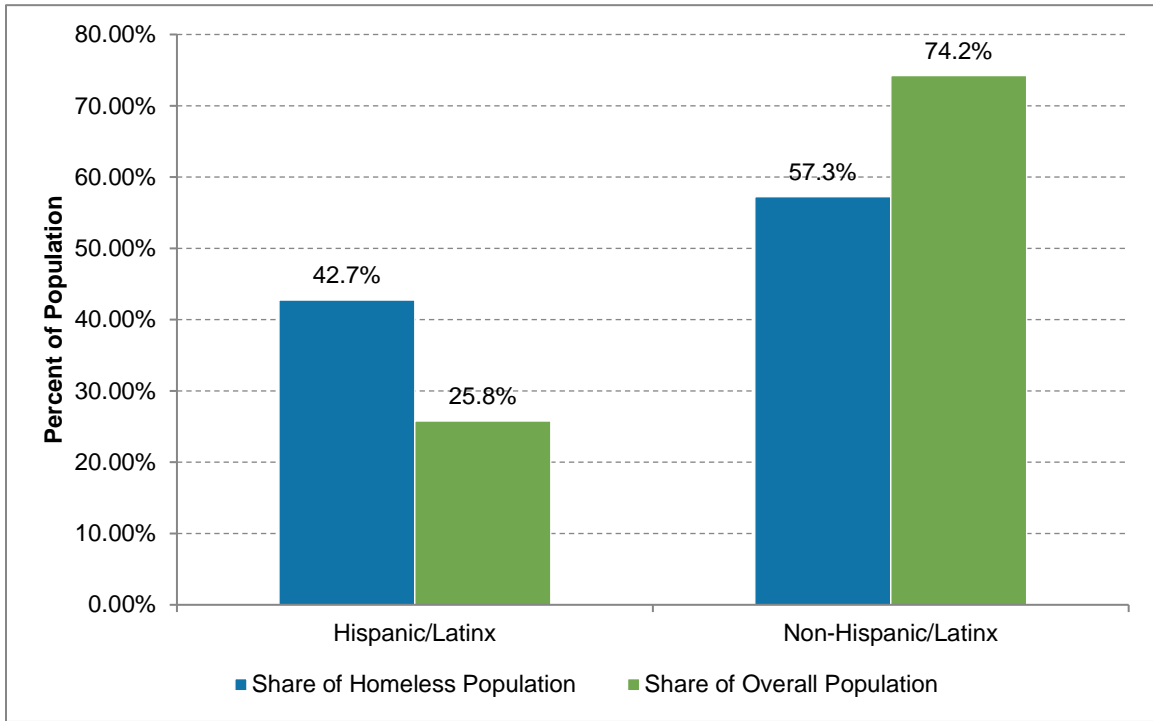
Notes:

Universe: Population experiencing homelessness

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: ABAG 2021 Pre-certified Housing Needs Data (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))

Figure A-27: Latino Share of General and Homeless Populations, Santa Clara County



Notes:

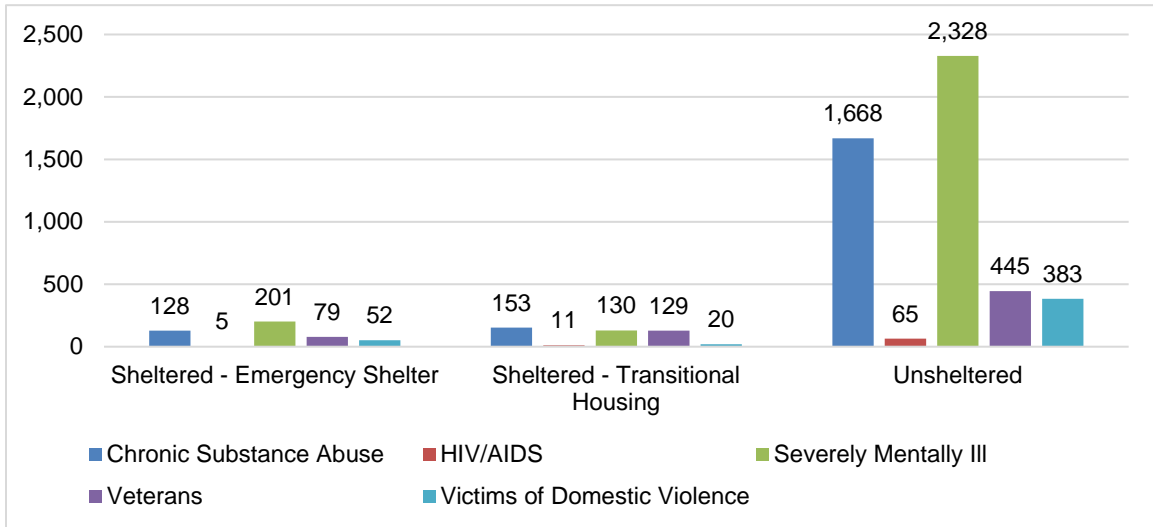
Universe: Population experiencing homelessness

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: ABAG 2021 Pre-certified Housing Needs Data (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 Santa Clara County, homeless individuals are commonly challenged by severe mental illness, with 2,659 reporting this condition. Of those, 87.6 percent are unsheltered, further adding to the challenge of handling the issue (see Figure A-28).

Figure A-28: Characteristics for the Population Experiencing Homelessness, Santa Clara County



Notes:

Universe: Population experiencing homelessness

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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Department of Housing and Urban Development (HUD), Continuum of Care (CoC) Homeless Populations and Subpopulations Reports (2019))

In Los Altos, the student population experiencing homelessness totaled 29 during the 2019-2020 school year and decreased by 31.0 percent since the 2016-2017 school year. By comparison, Santa Clara County had a 3.5 percent increase in the population of students experiencing homelessness since the 2016-2017 school year, while the Bay Area population of students experiencing homelessness decreased by 8.5 percent. During the 2019-2020 school year, there were still 13,718 students experiencing homelessness throughout the region, adding undue burdens on learning and thriving, with the potential for longer term negative effects.

The number of students in Los Altos experiencing homelessness in 2019 represents 1.3 percent of the Santa Clara County total and 0.2 percent of the Bay Area total.

Table A-12: Students in Local Public Schools Experiencing Homelessness

Academic Year	Los Altos	Santa Clara County	Bay Area
2016-17	42	2,219	14,990
2017-18	45	2,189	15,142
2018-19	42	2,405	15,427
2019-20	29	2,297	13,718
<p>Notes:</p> <p>Universe: Total number of unduplicated primary and short-term enrollments within the academic year (July 1 to June 30), public schools</p> <p>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.</p> <p><i>Source: ABAG 2021 Pre-certified Housing Needs Data (California Department of Education, California Longitudinal Pupil Achievement Data System (CALPADS), Cumulative Enrollment Data (Academic Years 2016-2017, 2017-2018, 2018-2019, 2019-2020))</i></p>			

Emergency Shelters/Transitional Housing

At this time, there are currently no emergency shelters or shelters for domestic violence victims located in Los Altos. The Governmental Constraints section in Appendix C describes how the City permits emergency shelters.

Resources for People Experiencing Homelessness

The Santa Clara County Continuum of Care (CoC) is a broad group of stakeholders dedicated to ending and preventing homelessness in Santa Clara County. The key responsibilities of the CoC are ensuring community-wide implementation of efforts to end homelessness and programmatic and systemic effectiveness.

The Santa Clara County’s supportive housing system provides services related to emergency shelters, transitional and permanent housing, rapid rehousing, supportive services, homeless prevention rental assistance, and special initiatives including employment pathways and youth programs.

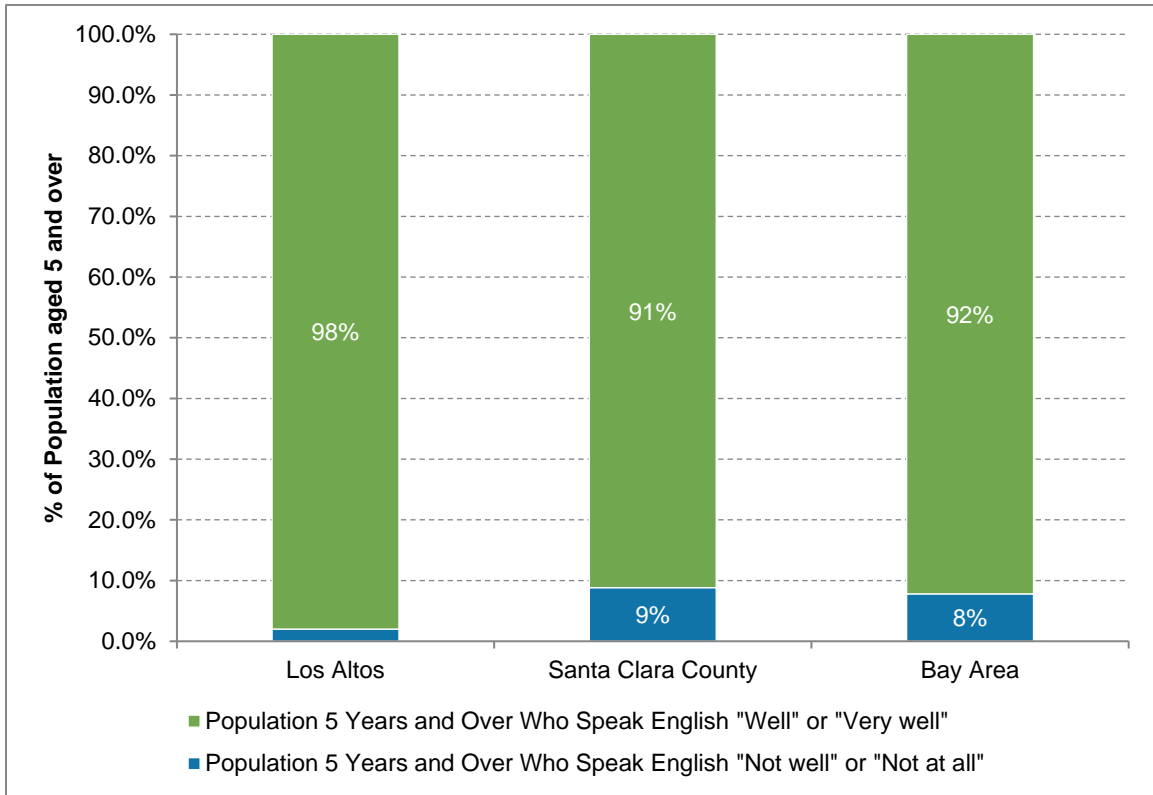
Non-English Speakers

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 Los Altos, 2.0 percent of residents five years and older identify as speaking English not well or not at all, which is below the proportion for Santa Clara County. Throughout the region the proportion of residents five years and older with limited English proficiency is 7.8 percent. In Los

Altos, this includes a variety of non-English speakers such as Chinese (Mandarin, Cantonese, etc.), Korean, Spanish, and others.⁸

Figure A-29: Population with Limited English Proficiency



Notes:

Universe: Population 5 years and over

Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B16005)

⁸ U.S. Census, American Community Survey 5-Year Data (2015-2019), Table C16001.

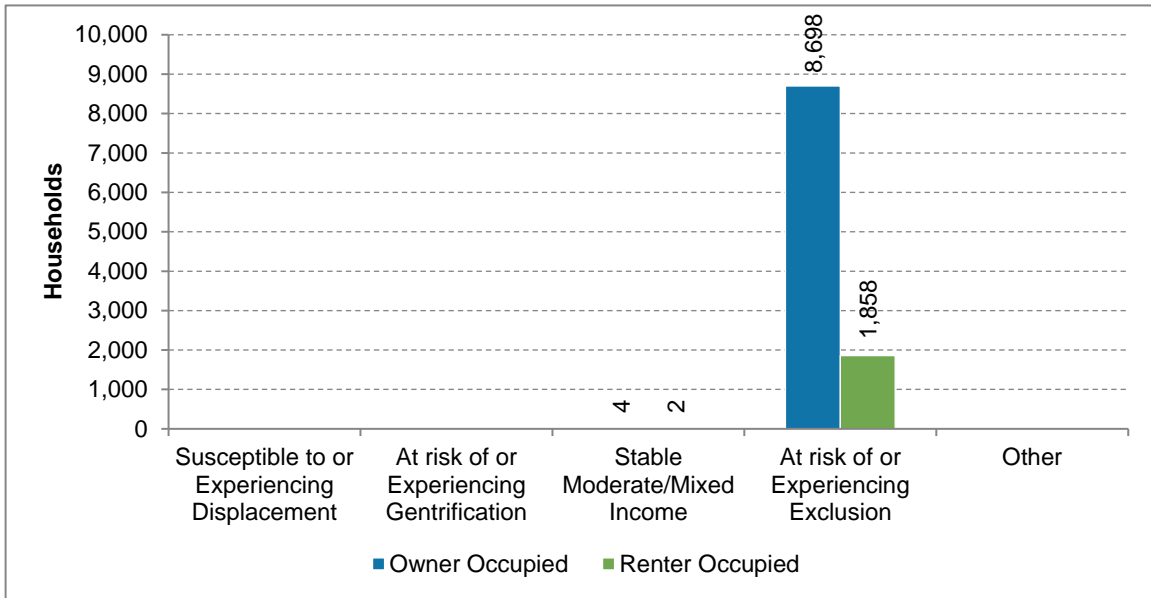
A.3.5 Displacement

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. In Los Altos, it was found that there are no households that live in neighborhoods that are susceptible to or experiencing displacement and at risk of or undergoing gentrification.

Equally important, some neighborhoods in the Bay Area do not have housing appropriate for a broad section of the workforce. UC Berkeley estimates that 99.9 percent of households in Los Altos live in neighborhoods where low-income households are likely to be excluded due to prohibitive housing costs. Programs are included to facilitate housing for low-income households in Los Altos.

Figure A-30: Households by Displacement Risk and Tenure



Notes:

Universe: Households

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: ABAG 2021 Pre-certified Housing Needs Data (Urban Displacement Project for classification, American Community Survey 5-Year Data (2015-2019), Table B25003 for tenure)

Section A.4 Housing Stock Characteristics

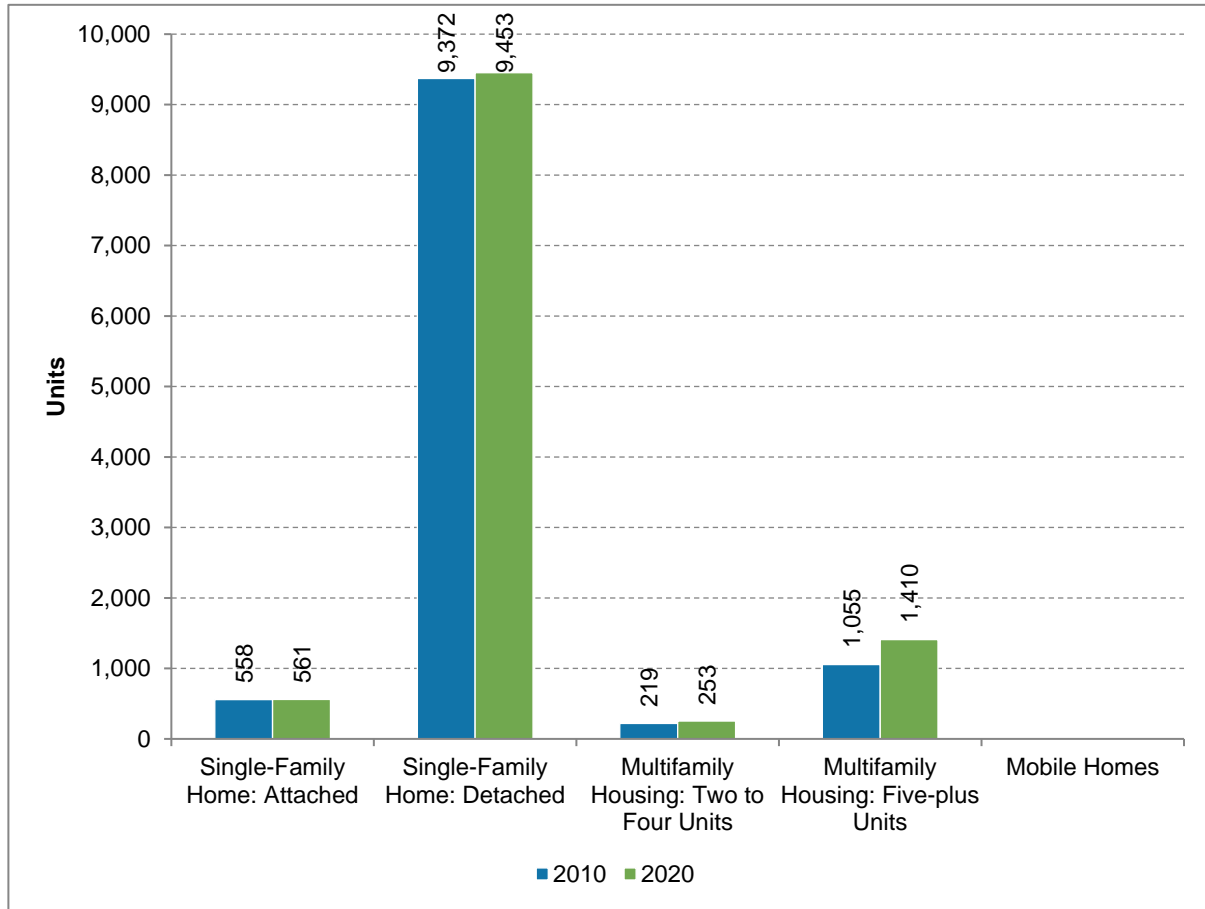
A.4.1 Housing Type and Vacancy

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.

Los Altos’ housing stock in 2020 was made up of 81.0 percent single family detached homes, 4.8 percent single family attached homes, 2.2 percent multi-family homes with two to four units, 12.1 percent multi-family homes with five or more units, and no mobile homes. In Los Altos, the housing type that experienced the most growth between 2010 and 2020 was Multi-family Housing: Five-

plus Units (see Figure A-31). Total housing unit growth between 2010 and 2020 was 4.2 percent in Los Altos, compared to 6.7 percent in Santa Clara County.

Figure A-31: Housing Type Trends



Source: ABAG 2021 Pre-certified Housing Needs Data (California Department of Finance, E-5 series)

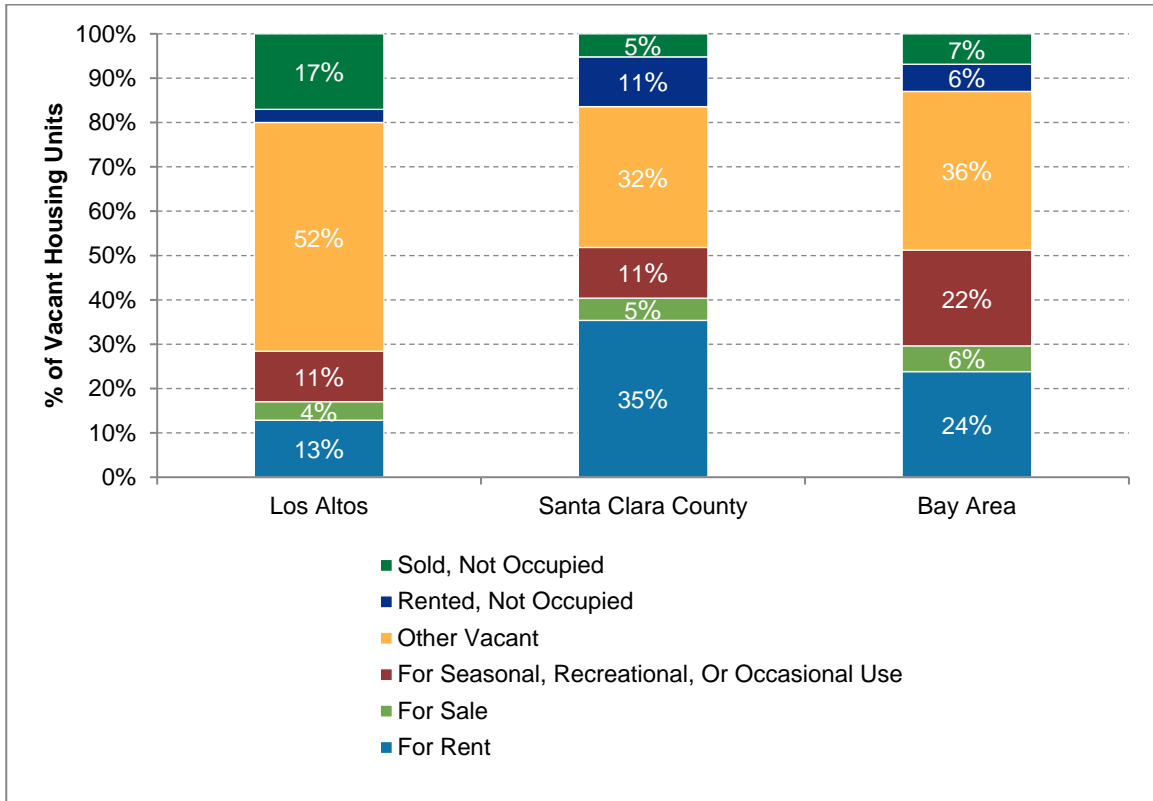
Vacant units make up 3.7 percent of the overall housing stock in Los Altos. According to the 2020 Census, vacant housing units were 5.3 percent of the overall housing stock. The rental vacancy stands at 3.1 percent, while the ownership vacancy rate is 1.0 percent. Of the vacant units, the most common type of vacancy is Other Vacant (see Figure A-32).⁹

⁹ The vacancy rates by tenure is for a smaller universe than the total vacancy rate first reported, which in principle includes the full stock (3.7 percent). 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”.

Throughout the Bay Area, vacancies make up 2.6 percent 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.¹⁰ 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 such as a work assignment, military duty, or incarceration. In a region with a thriving economy and housing market like the Bay Area, units being renovated/repared 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. The largest share of vacancies in Los Altos is due to “other vacant” reasons, similar to that of Santa Clara County and the Bay Area.

¹⁰ The City does not permit short-term rentals of fewer than 30 days anywhere in the city.

Figure A-32: Vacant Units by Type



Notes:

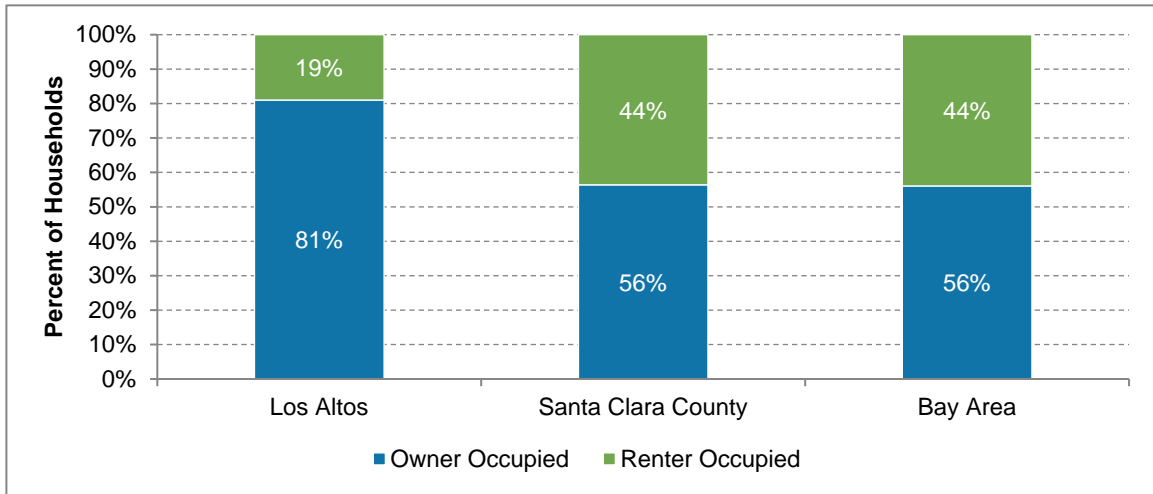
Universe: Vacant housing units

Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25004)

A.4.2 Housing 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 Los Altos there are a total of 10,652 housing units, and fewer residents rent than own their homes: 19 percent versus 81 percent (see Figure A-33). By comparison, 44 percent of householders in Santa Clara County and the Bay Area rent their homes. Therefore, Los Altos has a higher share of owner-occupied households than the county or region.

Figure A-33: Housing Tenure



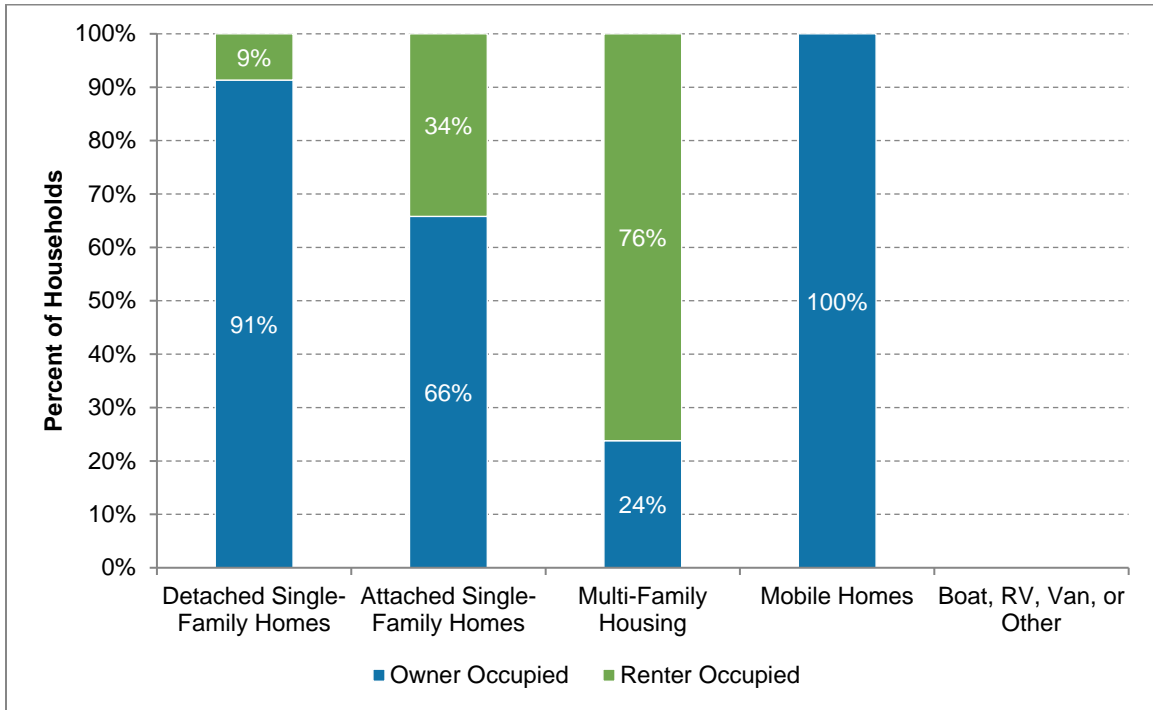
Notes:

Universe: Occupied housing units

Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25003)

In many cities, homeownership rates for households in single-family homes are substantially higher than the rates for households in multi-family housing. In Los Altos, 91 percent of households in detached single-family homes are homeowners, while 24 percent of households in multi-family housing are homeowners (see Figure A-34). Therefore, most households in multi-family units in Los Altos are renters.

Figure A-34: Housing Tenure by Housing Type



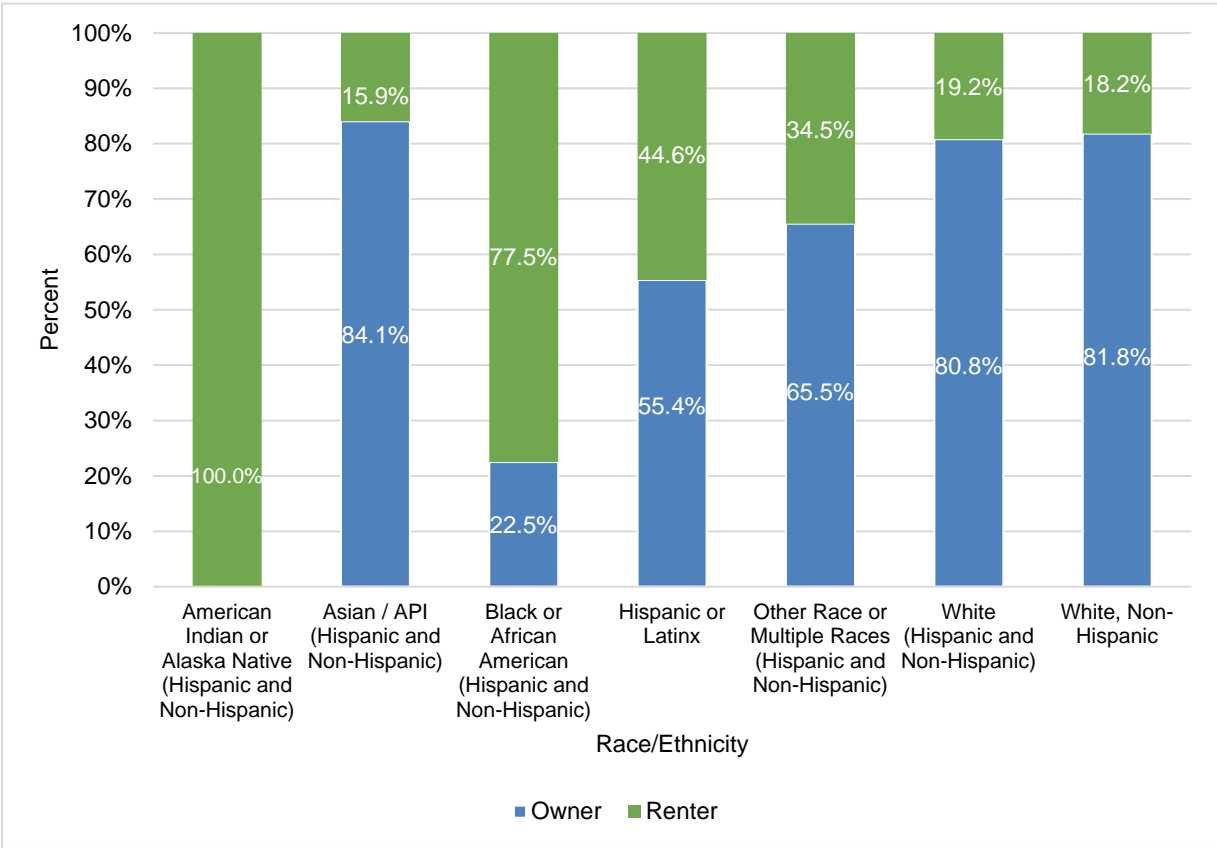
Notes:

Universe: Occupied housing units

Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25032)

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. In Los Altos, 22.5 percent of Black or African American households owned their homes, while homeownership rates were 84.1 percent for Asian/API households, 55.4 percent for Hispanic or Latinx households, and over 80 percent 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. Overall, the two groups with the lowest rates of home ownership are American Indian or Alaskan Native and Black or African American households.

Figure A-35: Housing Tenure by Race of Householder



Notes:

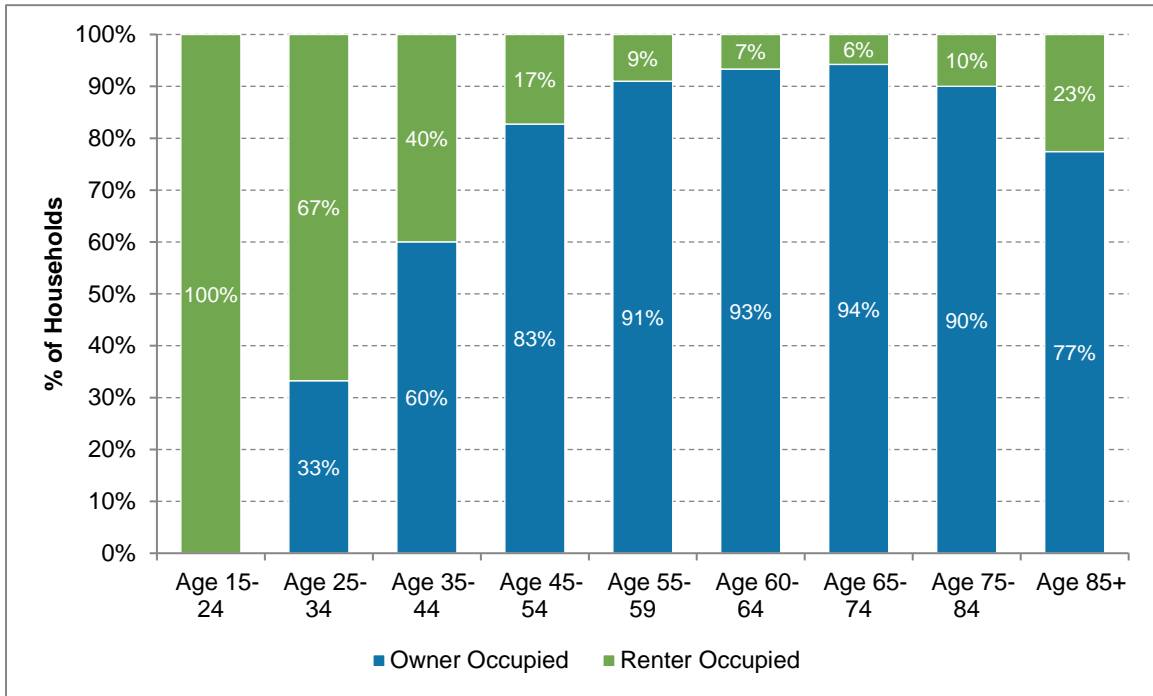
Universe: Occupied housing units

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: ABAG 2021 Pre-certified Housing Needs Data (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 Los Altos, 45.4 percent of householders between the ages of 25 and 44 are renters, while 10.6 percent of householders over 65 are renters (see Figure A-36).

Figure A-36: Housing Tenure by Age



Notes:

Universe: Occupied housing units

Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25007)

A.4.3 Housing Units Permitted

Between 2015 and 2020, 590 housing units were issued permits in Los Altos. Of these housing units permitted, 94.5 percent were for above moderate-income housing, 5.1 percent were for low or very low-income housing, and only two moderate income units were permitted (see Table A-13). Because a large share of its 6th Cycle RHNA is allocated for lower-income housing (approximately 40 percent of total RHNA, or 789 units), the City’s housing plan (Section IV) contains additional programs and policies to increase representation of very low, low, and moderate-income units permitted.

Table A-13: Housing Permitting, 2015-2020

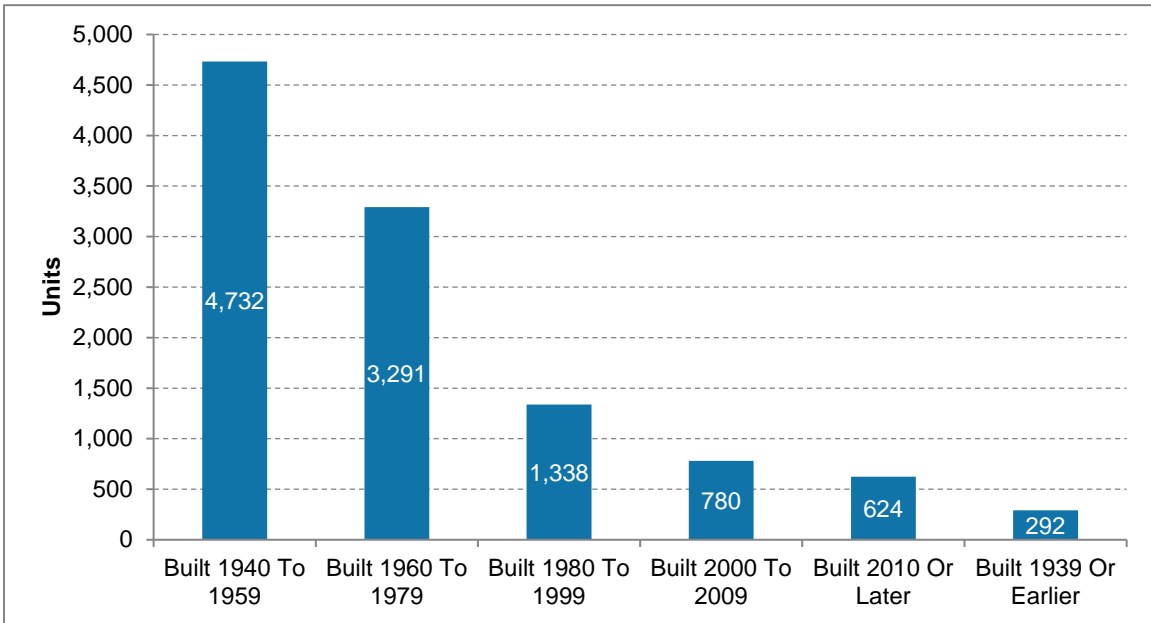
Income Group	Number of Units
Above Moderate-Income Permits	558
Moderate Income Permits	2
Low Income Permits	28
Very Low-Income Permits	2
Total	590
<i>Source: City of Los Altos, Annual Progress Report, 2020 (revised 2021)</i>	

A.4.4 Housing Age and Condition

The age of housing stock is a key indicator of the community's overall housing condition. As homes get older, there is a greater need for maintenance, repair, and/or replacement of key infrastructure systems. If not properly addressed, an aging housing stock can represent poorer living standards, incur more expensive repair costs and, under certain conditions, lower overall property values.

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 Los Altos, the largest proportion of the housing stock was built between 1940 to 1959, with 4,732 units constructed during this period (see Figure A-37). The housing stock in Santa Clara County is newer than that of Los Altos, with the largest portion of units built 1960 to 1979. Of the Santa Clara County housing stock, 22.6 percent was built before 1960; while 45.4 percent of Los Altos' housing stock was built before 1960. Since 2010, 5.6 percent of the current housing stock, or 624 units, was built.

Figure A-37: Housing Units by Year Structure Built



Notes:

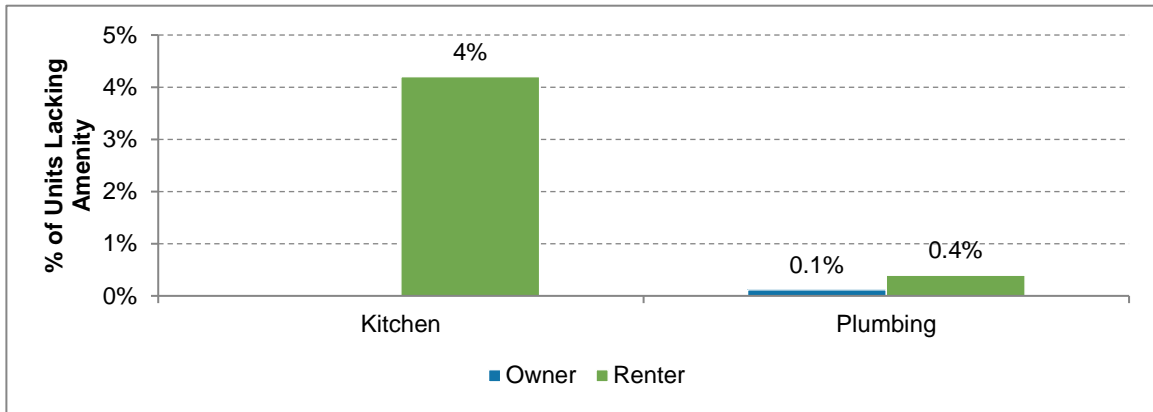
Universe: Housing units

Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25034)

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, the Census Bureau data included in the graph below gives a sense of some of the substandard conditions that may be present in Los Altos. For example, 4.2 percent of renters (85 units) in Los Altos reported lacking a kitchen and 0.4 percent of renters (eight units) lacked plumbing, compared to 0.0 percent of owners who lacked a kitchen and 0.1 percent of owners (9 units) who lacked plumbing.

Figure A-38: Substandard Housing Issues



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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25053, Table B25043, Table B25049)

The City provided additional information on residential code enforcement cases in Los Altos. Since 2015, there were only five cases regarding substandard housing conditions. These cases related to unpermitted work, dilapidated conditions, and/or no functional heat. The City works diligently with property owners to address these issues and only has one active case related to substandard housing conditions.

The City's Code Enforcement Division estimates that between five and 10 residential units in Los Altos require major rehabilitation. This estimate is based on the Code Enforcement staff's processing of code compliance cases and familiarity with Los Altos neighborhoods and buildings. Although this is a small number of units, the City will continue to implement its code inspection and enforcement program to address substandard housing conditions (Program 5.D).

Section A.5 Housing Costs and Affordability

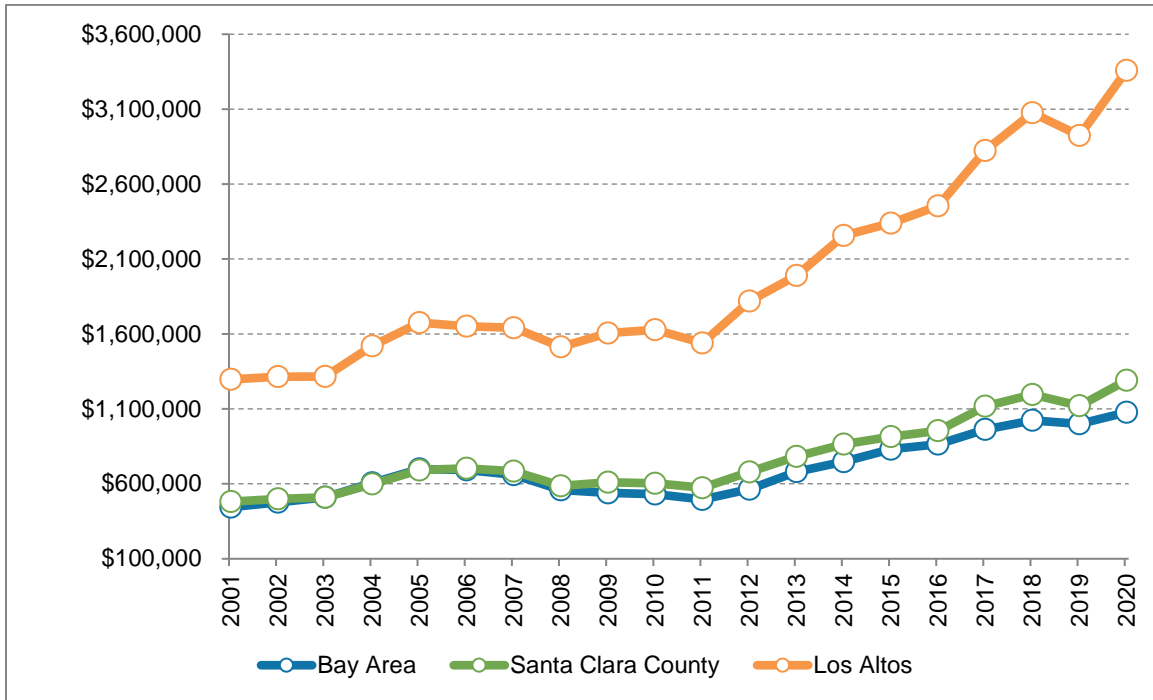
A.5.1 Ownership Costs

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 Los Altos was estimated at \$3,358,590 by December of 2020, per data from Zillow (see Figure A-38).¹¹ By comparison, the typical home value was \$1,290,970 in Santa Clara County and \$1,077,230 in the Bay Area.

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. Between 2001 and 2020, the typical home value increased 159 percent in Los Altos. This change is below the change in Santa Clara County (168 percent), and above the change for the Bay Area (142 percent) (see Figure A-39).

¹¹ According to the Zillow Home Value Index (ZHVI), typical home values in Los Altos increased to over \$3.5 million in 2021.

Figure A-39: Zillow Home Value Index (ZHVI)



Notes:

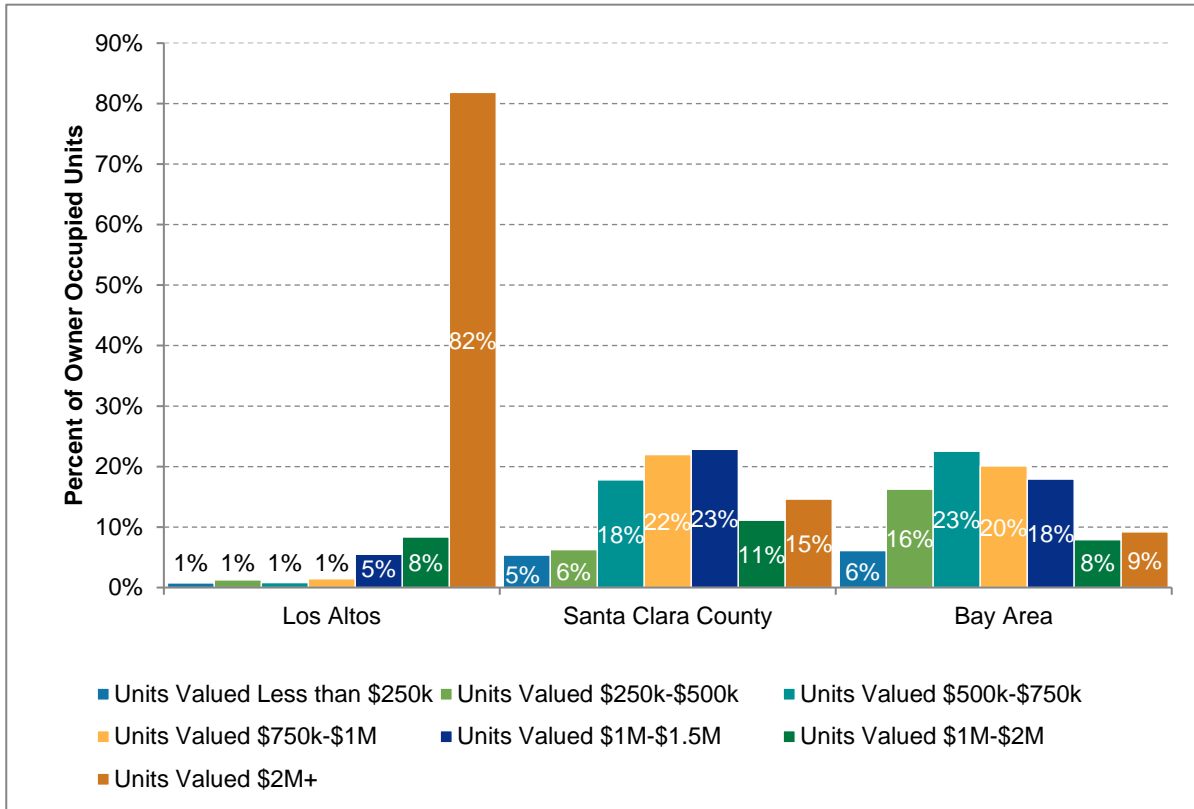
Universe: Owner-occupied housing units

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 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: ABAG 2021 Pre-certified Housing Needs Data (Zillow, Zillow Home Value Index (ZHVI))

Based on U.S. Census data, which often lags market valuations, the largest proportion of homes in Los Altos were valued at \$2M+ (see Figure A-40). By comparison, the largest share of units in the county were valued between \$1M and \$1.5M and between \$500,000 and \$750,000 in the Bay Area.

Figure A-40: Home Values of Owner-Occupied Units



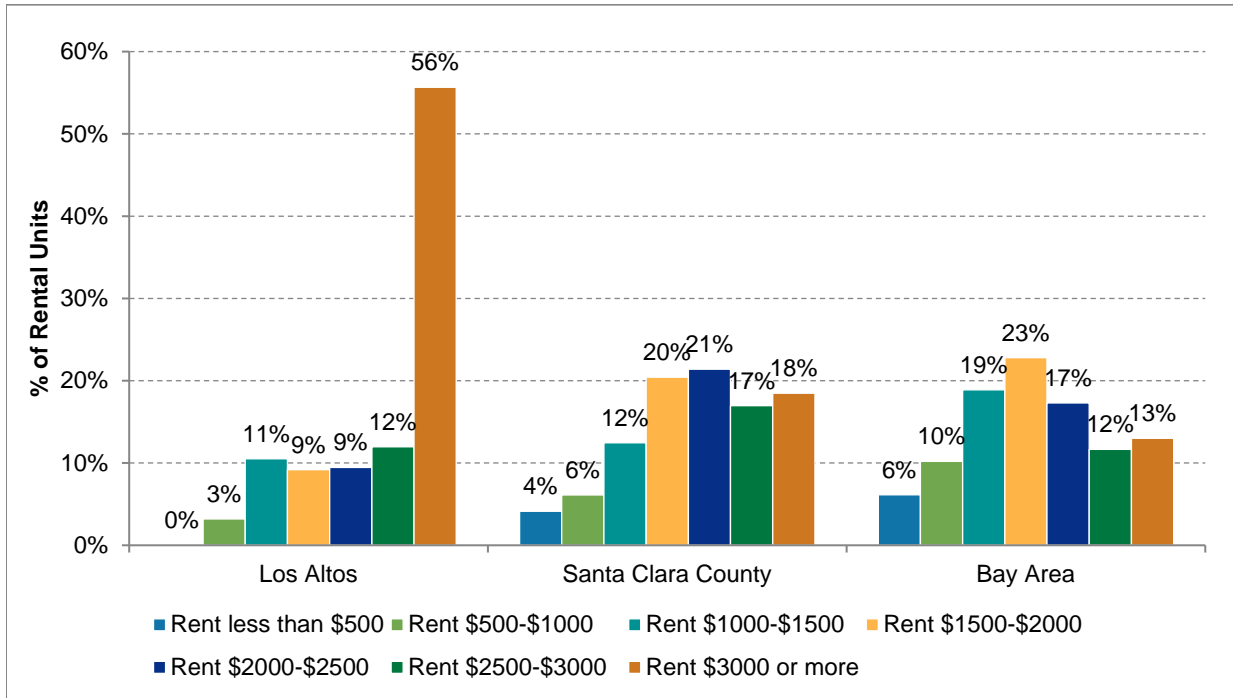
Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25075)

A.5.2 Rental Costs

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.

It is more expensive to rent a home in Los Altos than it is in Santa Clara County and the Bay Area. Based on U.S. Census data 55.7 percent of rental units in Los Altos rented for \$3,000 or more per month, and 12.0 percent of units rented at \$2,500 to \$3,000 per month (see Figure A-41). In the county, the largest share of units is in the \$2,000 to \$2,500 range compared to the \$1,500 to \$2,000 range for the Bay Area as a whole.

Figure A-41: Contract Rents for Renter-Occupied Units



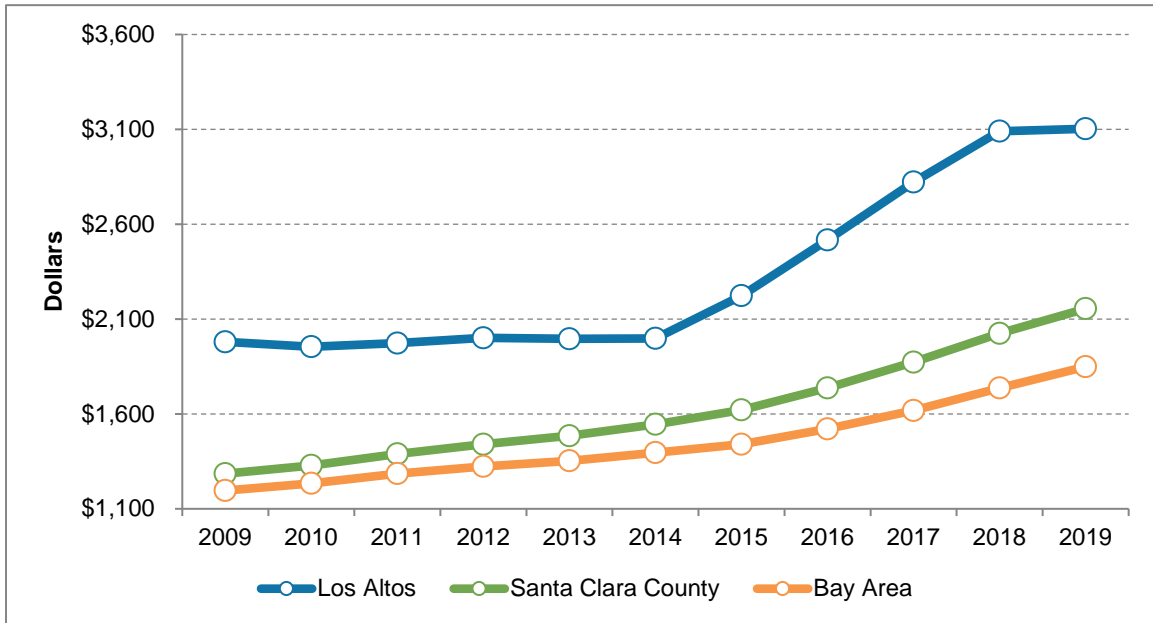
Notes:

Universe: Renter-occupied housing units paying cash rent

Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25056)

According to U.S. Census Data, the median rent in Los Altos has increased by 56.7 percent since 2009 -- from \$1,980 to \$3,103 per month (see Figure A-42). In Santa Clara County, the median rent has increased 67.7 percent, from \$1,285 to \$2,155. The median rent in the region has also increased during this time from \$1,200 to \$1,850, a 54 percent increase. While Los Altos' rent increase outpaced the Bay Area but not the county, Los Altos' rent is 1.4 times greater than that of the county.

Figure A-42: Median Contract Rent



Notes:

Universe: Renter-occupied housing units paying cash rent

For unincorporated areas, median is calculated using distribution in B25056.

Source: ABAG 2021 Pre-certified Housing Needs Data (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)

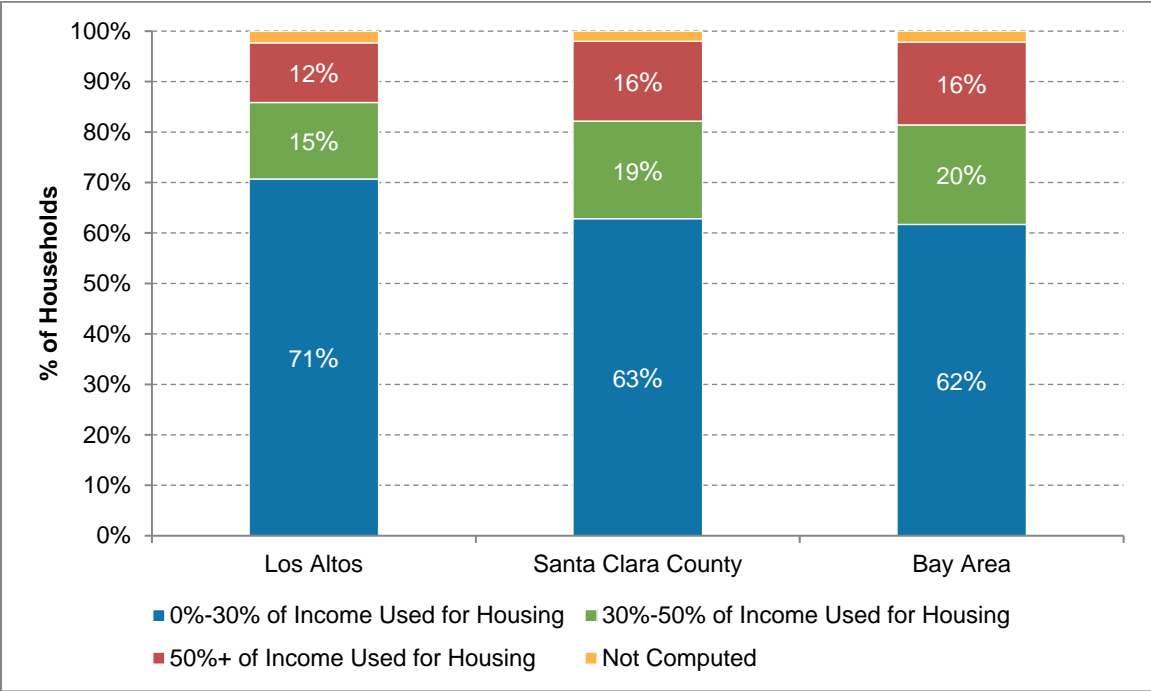
A.5.3 Overpayment

A standard measure of housing affordability can be determined by comparing the cost of market rate housing to the price residents can afford to pay for housing based on their income levels. A household is considered “cost burdened” if it spends more than 30 percent of its monthly income on housing costs, while those who spend more than 50 percent 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. When a household is overpaying for housing costs, the household has less disposable income for other necessities, including health care, food, and clothing. Spending such large portions of their income on housing puts low-income households at higher risk of displacement, eviction, or homelessness. In the event of unexpected circumstances, such as loss of employment and health problems, lower-income households with a burdensome housing cost are more likely to become homeless or be forced to double-up with other households.

Los Altos has a lower proportion of cost-burdened households compared to the county and the Bay Area. Of Los Altos’ households, approximately 15 percent are cost burdened (1,613

households), and 12 percent are severely cost burdened (1,260 households). In the county, the proportions (19 percent and 16 percent, respectively) are higher (see Figure A-43).

Figure A-43: Cost Burden Severity



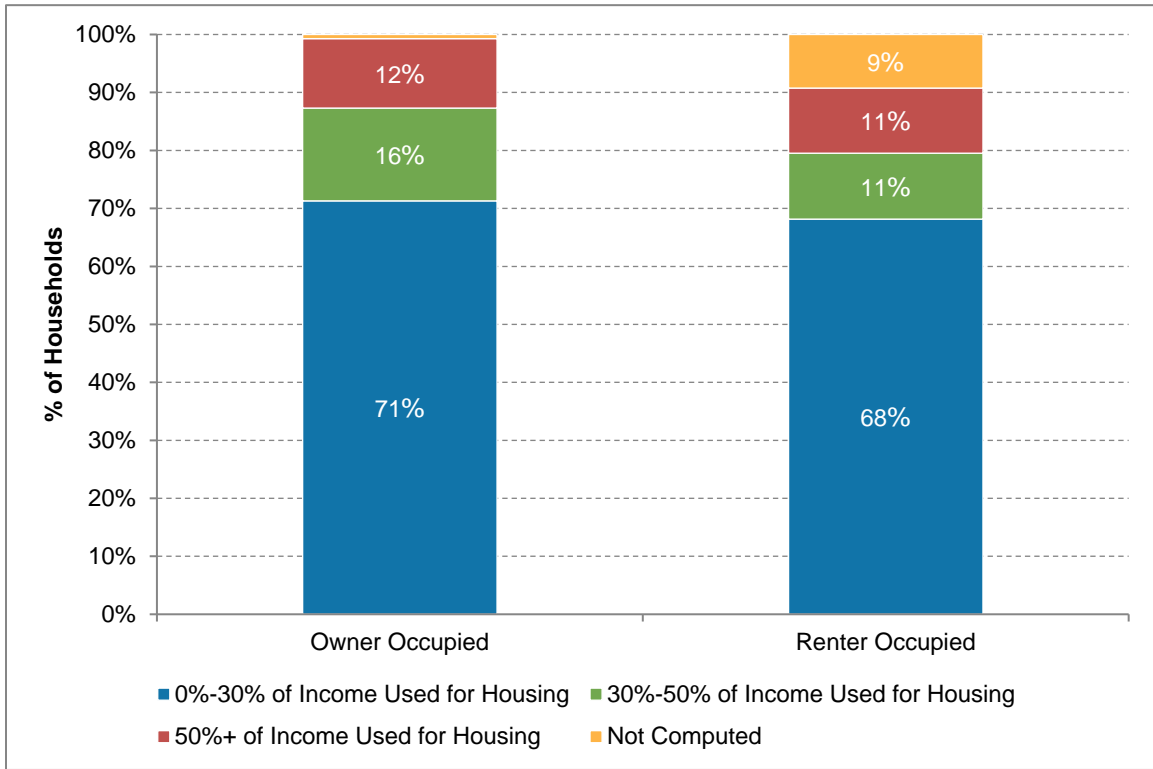
Notes:

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 30percent of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50percent of monthly income.

Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25070, B25091)

Renters are often more cost-burdened than owners. While the housing market has resulted in home prices increasing dramatically, homeowners often have mortgages with fixed rates, whereas renters are more likely to be impacted by market increases. When looking at the cost burden across tenure in Los Altos, 11.4 percent of renter households (230 households) spend 30 to 50 percent of their income on housing compared to 16.0 percent of those that own (1,383 households) (see Figure A-44). Additionally, 11.2 percent of renter households (227 households) spend 50 percent or more of their income on housing, while 12.0 percent of owner households (1,033 households) are severely cost burdened. However, in Los Altos, homeowners are more cost burdened than renters. In total, almost 23 percent of renters (457 households) are cost burdened, compared to 28 percent of owners (2,416 households).

Figure A-44: Cost Burden by Tenure



Notes:

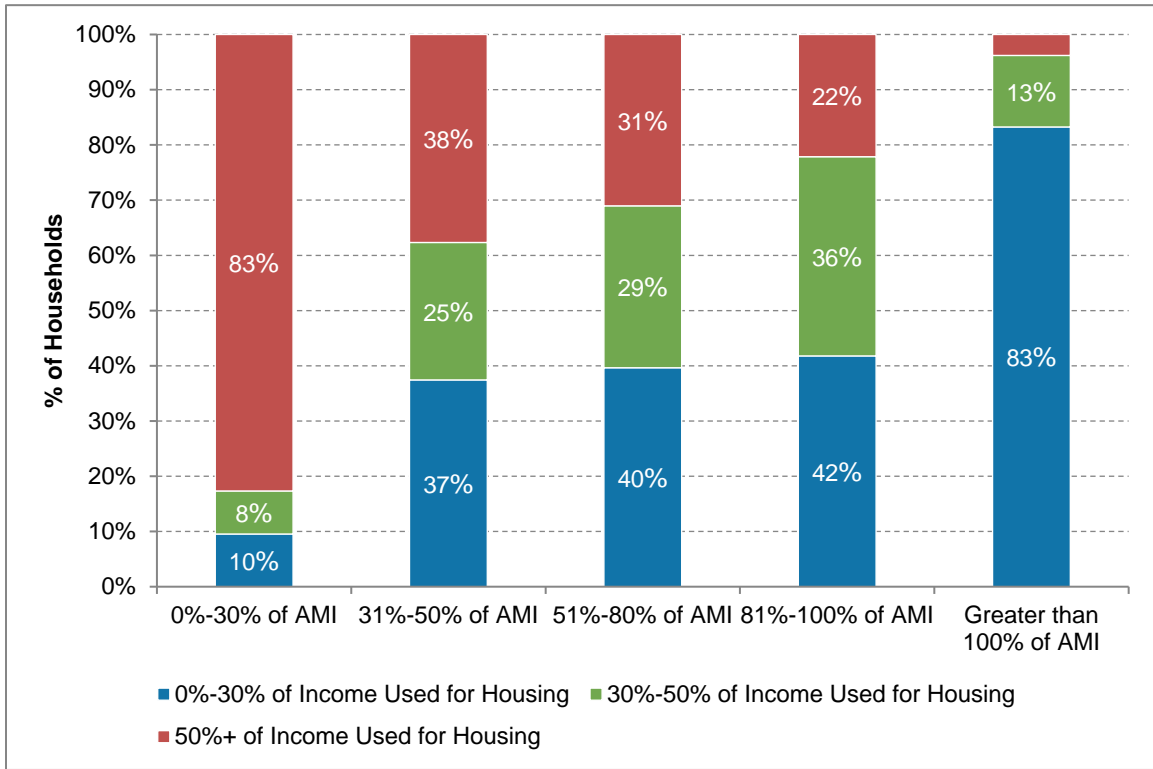
Universe: Occupied housing units

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 percent of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50 percent of monthly income.

Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Census Bureau, American Community Survey 5-Year Data (2015-2019), Table B25070, B25091)

While approximately 12 percent of households spend 50 percent or more of their income on housing, and 15 percent spend 30 to 50 percent, these rates vary greatly across income categories (see Figure A-45). As expected, lower-income households are more likely to be housing cost burdened than higher-income households. For example, 82.7 percent of Los Altos households making no more than 30 percent of AMI (520 households) spend the majority of their income on housing. In total, 1,193 lower-income households (80 percent of AMI and below) are cost burdened. Over half of households earning between 80 and 100 percent of AMI are cost burdened (355 households). For Los Altos residents making more than 100 percent of AMI, just 3.8 percent are severely cost-burdened (310 households), and 83.2 percent of those making more than 100 percent of AMI spend less than 30 percent of their income on housing.

Figure A-45: Cost Burden by Income Level



Notes:

Universe: Occupied housing units

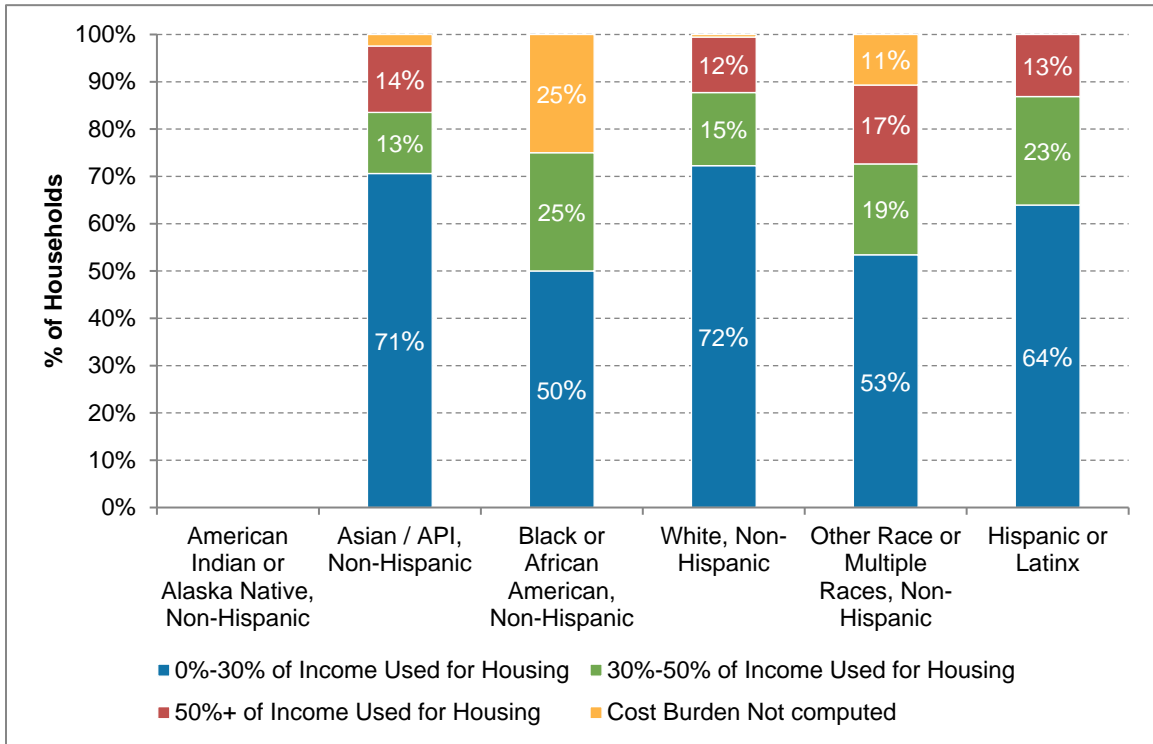
Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is “select monthly owner costs”, which includes mortgage payment, utilities, association fees, insurance, and real estate taxes. HUD defines cost-burdened households as those whose monthly housing costs exceed 30percent of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50percent 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 (Santa Clara 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: ABAG 2021 Pre-certified Housing Needs Data (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 as a result 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.

Black or African American (Non-Hispanic) households are the most cost burdened with 25.0 percent spending 30 to 50 percent of their income on housing, and Other Race or Multiple Races (Non-Hispanic) households are the most severely cost burdened with 16.7 percent spending more than 50 percent of their income on housing (see Figure A-46).

Figure A-46: Cost Burden by Race



Notes:

Universe: Occupied housing units

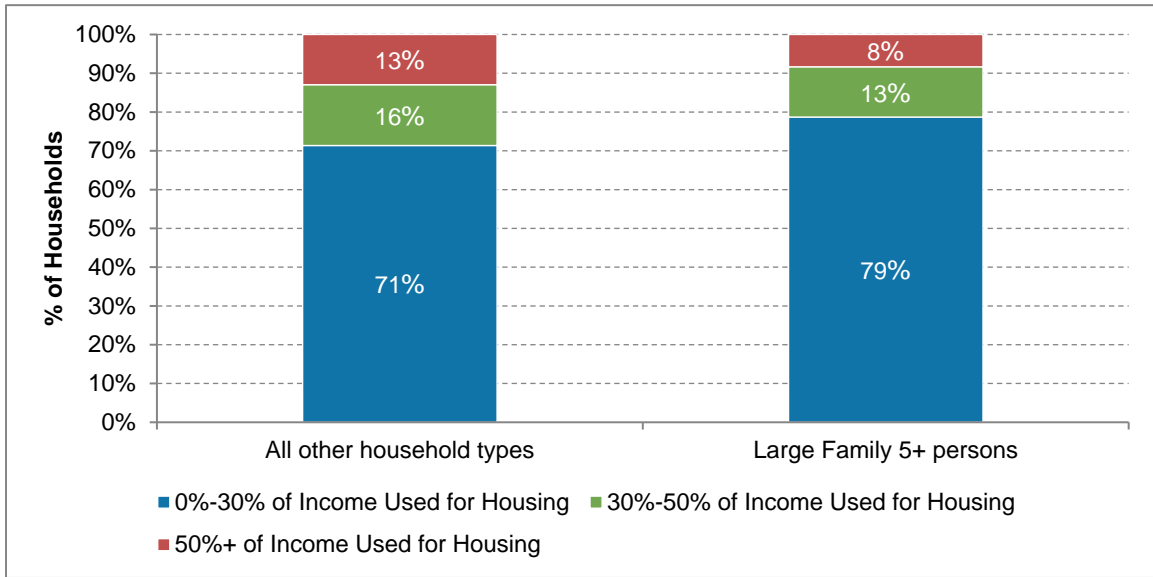
Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities). For owners, housing cost is “select monthly owner costs”, which includes mortgage payment, utilities, association fees, insurance, and real estate taxes. HUD defines cost-burdened households as those whose monthly housing costs exceed 30percent of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50percent 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: ABAG 2021 Pre-certified Housing Needs Data (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 Los Altos, 12.9 percent of large family households experience a cost burden of 30 percent to 50 percent, while 8.3 percent of households spend more than half of their income on housing. Approximately 15.7 percent of all other households have a cost burden of 30 percent to 50 percent, with 12.9 percent of households spending more than 50 percent of their income on housing (see Figure A-47). Therefore, larger families in Los Altos are not significantly more likely to be cost burdened than all other household types.

Figure A-47: Cost Burden by Household Size



Notes:

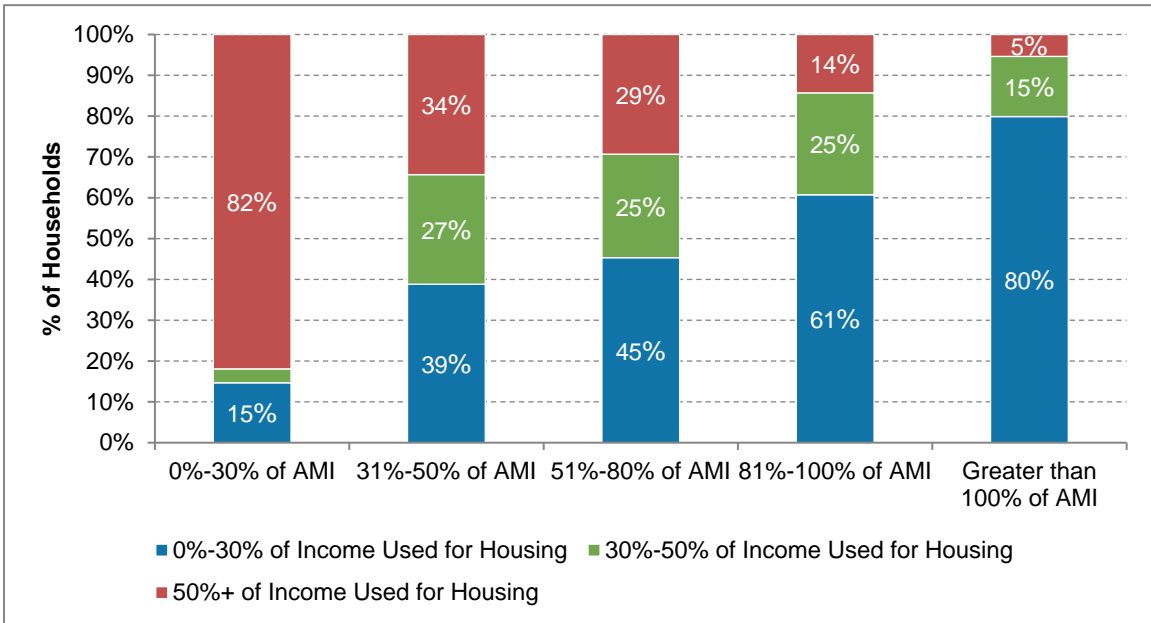
Universe: Occupied housing units

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 30percent of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50percent of monthly income.

Source: ABAG 2021 Pre-certified Housing Needs Data (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. 81.9 percent of senior households making less than 30 percent of AMI are spending the majority of their income on housing (335 households). For senior households making more than 100 percent of AMI, 79.9 percent are not cost burdened and spend less than 30 percent of their income on housing (see Figure A-48). In total, 36.7 percent of all senior households are cost burdened (1,299 households), but almost 68 percent of low-income senior households are cost burdened (759 households).

Figure A-48: Cost-Burdened Senior Households by Income Level



Notes:

Universe: Senior households

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 30percent of monthly income, while severely cost-burdened households are those whose monthly housing costs exceed 50percent 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 (Santa Clara 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: ABAG 2021 Pre-certified Housing Needs Data (U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release)

Table A-14: Cost-Burdened Senior Households by Income Level

Income Group	0%-30% of Income Used For Housing	30%-50% of Income Used for Housing	50%+ of Income Used for Housing	% Cost Burdened
0%-30% of AMI	60	14	335	85.3%
31%-50% of AMI	130	90	115	61.2%
51%-80% of AMI	170	95	110	54.7%
81%-100% of AMI	170	70	40	39.3%
Greater than 100% of AMI	1,710	315	115	20.1%
Totals	2,240	584	715	36.7%
<i>Source: ABAG 2021 Pre-certified Housing Needs Data (U.S. Department of Housing and Urban Development (HUD), Comprehensive Housing Affordability Strategy (CHAS) ACS tabulation, 2013-2017 release)</i>				

Housing Costs Compared to Ability to Pay

The ability to pay for housing is a function of housing cost and other essential living expenses in relation to household income. Since above-moderate income households do not generally have problems in locating affordable units, affordable units are frequently defined as those reasonably priced for households that are low to moderate income.

Table A-15 shows the 2021 income limits and compares these income limits to affordable rent and purchase prices (defined as being no more than 30 percent of gross income). The median gross rent in Los Altos (approximately \$3,100 as seen in the Rental Costs section above) is affordable to those earning at least 100 percent of AMI. However, the median purchase price of a home in Los Altos (over \$3M) is out of reach for even high-earning households. Based on December 2020 home price data, four-person households must earn well over more than 200 percent of AMI to be able to afford to buy a home in the city.

Table A-15: 2021 Santa Clara County Ability to Pay for Housing and Fair Market Rent and Purchase Prices

	Number of Persons in Household			
	1	2	3	4
Extremely Low (0-30% AMI)				
Annual Income Limit	\$34,800	\$39,800	\$44,750	\$49,700
Monthly Income	\$2,900	\$3,317	\$3,729	\$4,142
Max. Monthly Gross Rent ¹	\$870	\$995	\$1,119	\$1,243
Max. Purchase Price 5% down ²	\$145,700	\$162,00	\$193,200	\$216,800
Max. Purchase Price 20% down ³	\$190,500	\$221,700	\$252,500	\$283,500
Very Low (30-50% AMI)				
Annual Income Limit	\$58,00	\$66,300	\$74,600	\$82,850
Monthly Income	\$4,833	\$5,525	\$6,217	\$6,904
Max. Monthly Gross Rent ¹	\$1,450	\$1,658	\$1,865	\$2,071
Max. Purchase Price 5% down ²	\$256,300	\$295,900	\$335,400	\$374,500
Max. Purchase Price 20% down ³	\$335,000	\$386,800	\$438,500	\$489,600
Low (50-80% AMI)				
Annual Income Limit	\$82,450	\$94,200	\$106,000	\$117,750
Monthly Income	\$6,871	\$7,850	\$8,833	\$9,813
Max. Monthly Gross Rent ¹	\$2,061	\$2,355	\$2,650	\$2,944
Max. Purchase Price 5% down ²	\$372,600	\$428,700	\$484,800	\$541,000
Max. Purchase Price 20% down ³	\$487,300	\$560,400	\$634,000	\$707,200
Median (100% AMI)				
Annual Income Limit	\$105,900	\$121,050	\$136,150	\$151,300
Monthly Income	\$8,825	\$10,088	\$11,346	\$12,608
Max. Monthly Gross Rent ¹	\$2,648	\$3,026	\$3,404	\$3,783
Max. Purchase Price 5% down ²	\$484,500	\$556,500	\$628,500	\$700,800
Max. Purchase Price 20% down ³	\$633,500	\$727,500	\$821,700	\$916,300
Moderate (80-120% AMI)				
Annual Income Limit	\$127,100	\$145,250	\$163,400	\$181,550
Monthly Income	\$10,592	\$12,104	\$13,617	\$15,129
Max. Monthly Gross Rent ¹	\$3,178	\$3,631	\$4,085	\$4,539
Max. Purchase Price 5% down ²	\$585,500	\$671,800	\$758,300	\$844,800
Max. Purchase Price 20% down ³	\$765,500	\$878,300	\$991,500	\$1,104,500
120-150% AMI				
Annual Income Limit	\$158,850	\$181,575	\$204,225	\$226,950
Monthly Income	\$13,283	\$15,131	\$17,019	\$18,913

Table A-15: 2021 Santa Clara County Ability to Pay for Housing and Fair Market Rent and Purchase Prices

	Number of Persons in Household			
	1	2	3	4
Max. Monthly Gross Rent ¹	\$3,971	\$4,539	\$5,106	\$5,674
Max. Purchase Price 5% down ²	\$736,500	\$844,800	\$952,900	\$1,061,000
Max. Purchase Price 20% down ³	\$963,000	\$1,104,500	\$1,245,800	\$1,387,300
150-180% AMI				
Annual Income Limit	\$190,620	\$217,890	\$245,070	\$272,340
Monthly Income	\$15,885	\$18,158	\$20,423	\$22,695
Max. Monthly Gross Rent ¹	\$4,766	\$5,447	\$6,127	\$6,809
Max. Purchase Price 5% down ²	\$880,000	\$1,017,800	\$1,147,300	\$1,277,300
Max. Purchase Price 20% down ³	\$1,161,000	\$1,330,700	\$1,500,000	\$1,670,000
180-200% AMI				
Annual Income Limit	\$211,800	\$242,100	\$272,300	\$302,600
Monthly Income	\$17,650	\$20,175	\$22,692	\$25,217
Max. Monthly Gross Rent ¹	\$5,295	\$6,053	\$6,808	\$7,565
Max. Purchase Price 5% down ²	\$988,800	\$1,133,200	\$1,277,100	\$1,421,300
Max. Purchase Price 20% down ³	\$1,292,700	\$1,481,700	\$1,669,600	\$1,858,300
Notes:				
¹ 30% of income devoted to maximum monthly rent or mortgage payment, including utilities, taxes, and insurance				
² Assumes 95% loan (i.e., 5% down payment) @ 2.875% annual interest rate and 30-year term				
³ Assumes 80% loan (i.e., 20% down payment) @ 2.875% annual interest rate and 30-year term				
Source: Zillow Mortgage Calculator				

A.5.4 At-Risk Housing Assessment

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. According to this database, there are zero assisted units in Los Altos in the Preservation Database. However, this database does not include all deed-restricted affordable units in the state, so the City has reviewed its records for below market rate regulatory agreements. The City has 105 deed restricted below market rate units, consisting of 51 rental units and 54 ownership units. These units have affordability periods of 30 to 55 years, with the newer deed restrictions having the 55-year term. Older contracts reset for an additional 30 years if sold within the restricted period, so

those contracts remain indefinitely. Therefore, no unit deed restricted to lower income households would expire in before 2033. Additionally, City Council has directed future rental inclusionary housing units to have affordability terms of 99 years and will consider requiring extended terms for ownership inclusionary housing units also (see Program 2.A).

Table A-16: Assisted Units at Risk of Conversion

Risk Level	Los Altos	Santa Clara County	Bay Area
Low	0	28,001	110,177
Moderate	0	1,471	3,375
High	0	422	1,854
Very High	0	270	1,053
Total Assisted Units in Database	0	30,164	116,459

Notes:

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.

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. 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: ABAG 2021 Pre-certified Housing Needs Data (California Housing Partnership, Preservation Database (2020))

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Appendix B: Sites Inventory & Methodology

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Section B.1 Introduction

B.1.1 Overview and Purpose

According to California Government Code §65580-65589, the housing element must include an inventory of adequate sites that are zoned and available within the planning period to meet the jurisdiction’s fair share of regional housing needs across all income levels. The sites inventory, in addition to projected accessory dwelling units (ADUs) and entitled or in process development projects, assists in determining if the jurisdiction has enough developable land to meet its Regional Housing Needs Allocation (RHNA), given its current regulatory framework and market conditions. This Appendix details the sites inventory and supporting analysis methodology and assumptions.



B.1.2 Regional Housing Needs Allocation

Jurisdictions must provide sufficient land to accommodate enough housing for all economic segments of the community. Compliance is determined by the jurisdiction’s ability to provide adequate development capacity through appropriate development regulations and land use policies. The number of new units that must be accommodated is established through each jurisdiction’s share of the region’s projected housing needs for the planning period. This share for each jurisdiction is called the Regional Housing Needs Allocation (RHNA).

The Association of Bay Area Governments (ABAG), a regional planning agency, is responsible for distributing the RHNA to each jurisdiction within its nine-county region (including the County of Santa Clara).¹ The RHNA is distributed by income category. For the 2023-2031 Housing Element update, Los Altos is allocated a RHNA of 1,958 units as follows:

- Very Low Income (less than 50 percent of AMI): 501 units (25 percent)
- Low Income (50 to 80 percent of AMI): 288 units (15 percent)
- Moderate Income (80 to 120 percent of AMI): 326 units (17 percent)
- Above Moderate Income (greater than 120 percent of AMI): 843 units (43 percent)

For this Housing Element planning period, January 31, 2023, through January 31, 2031, the City must ensure the availability of adequate residential sites to accommodate these units. This Appendix provides an overview of the methodology used to evaluate the adequacy of sites

¹ Association of Bay Area Governments (ABAG) covers a nine-county region, including Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, and Sonoma.

within Los Altos and identifies such sites for future residential development to fulfill the City’s share of regional housing needs.

B.1.3 Data

The sites inventory analysis used data provided by the City, such as GIS data and building permit/entitlement information. The following is an overview of the data used:

- City and County-level parcel GIS data, including General Plan land use designation, zoning district, ownership, existing land use, improvement value, land value, age of building, etc.
- ADU building permits issued
- Entitled projects and projects in the entitlement phase
- Prior housing element site inventories
- Annual Progress Reports to HCD during the 5th Cycle
- Zoning Code allowed density

Section B.2 Future Residential Development Potential

B.2.1 Accessory Dwelling Units

New State laws in effect since January 1, 2018 have significantly eased the development standards and streamlined the approval process for Accessory Dwelling Units (ADUs). As a result, the City has experienced an increase in ADU applications and production in recent years. Table B-1 shows the number of building permits issued for ADUs in Los Altos in 2019 through 2021.

Table B-1: ADU Building Permits Issued (2019-2021)

Year	Permitted ADUs
2019	36
2020	23
2021	62
Total	121
Annual Average	40.33

From 2019 through 2021, the City issued an average of 40.33 ADU building permits per year. The City is estimating that ADUs will be produced at the same rate throughout the eight-year

planning period, resulting in 322 ADUs, even though the City will be conducting further efforts to facilitate ADU production (Program 2.D), described below.

The City has adopted an ADU Ordinance consistent with current State law and will facilitate ADU production through the preparation of standardized ADU building plans, the hiring of additional staff support for ministerial application reviews, and other efforts. Under Program 2.D, the City will publicize and promote the ADU standard plans through multiple outreach methods and languages. Furthermore, to increase ADU building permits, the City will promote the availability of funding for ADUs, including the CalHFA ADU Grant Program that provides up to \$25,000 to reimburse homeowners for predevelopment costs necessary to build and occupy an ADU. Furthermore, the City will monitor ADU production and affordability throughout the planning period and implement additional action if target ADU numbers are not being met.

ABAG conducted a regional ADU affordability analysis to provide local governments in the region with assumptions for ADU affordability that can be used to assign projected ADUs to income categories. The ADU affordability assumptions identified in the preliminary ABAG analysis for communities with affirmatively furthering fair housing concerns were applied to ADUs projected over the planning period in Table B-2.

Table B-2: Affordability per ABAG ADU Survey

Income Level	Percent	ADU Projections
Very Low	5%	16
Low	30%	97
Moderate	50%	161
Above Moderate	15%	48
Total		322
<i>Source: ABAG, City of Los Altos</i>		

B.2.2 Entitled and Proposed Developments

Because the RHNA projection period for the 2023-2031 Housing Element begins on June 30, 2022, housing developments that have already been proposed or received entitlement and are not expected to be issued a certificate of occupancy until July 1, 2022, but are expected to be completed before the end of the planning period (January 31, 2031), can be credited toward the RHNA. Table B-3 lists those projects that meet those criteria and can be credited toward the 6th Cycle RHNA.

Table B-3: Entitled and Proposed Developments

Address	Status	Vacant/ Existing or Previous Use	Existing/ Previous ILV*	Existing/ Previous Building Age*	Units by Income Level			
					Low	Moderate	Above Moderate	Total Net New ¹
962 Acacia	Under construction	Vacant	N/A	N/A	-	-	2	2
385/389 First St.	Under construction	Commercial	1.19	1955/1980	-	1	9	10
425 First St.	Under construction	Office	N/A	1975	1	2	17	20
444-450 First St.	Under construction	Office	N/A	N/A	1	3	23	27
4848-4856 El Camino Real	Approved	Commercial	0.02	2020	7	3	42	52
4898 El Camino Real	Approved	Commercial	0.81	1959	4	2	22	28
5150 El Camino Real	Approved	Office	0.02	N/A	16	12	168	196
440 First St.	Approved	Office	N/A	1980	-	-	4	4
140 Lyell	Approved	Single-Family Home	0.69	1951	1	-	4	4
4350 El Camino Real	Under review	Commercial	0.26	1969	3	4	40	47
95 First St.	Under review	Office	0.58	1979	3	-	12	15
355/365/371/373 First St.	Under review	Commercial	0.62/0.28/0.11/ 0.97	1991/1938/ 1946/1963	3	4	43	49
376 First St.	Under review	Commercial	1.26	1954	-	3	12	15
14 Fourth St.	Under review	Single-Family Home	0.30	1952	-	-	4	3
996 Loraine	Under review	Commercial	0.54	1965	-	2	10	12
330 Distel Circle	Pending formal application	Office	N/A	1975	90	-	-	90
349 First St.	Pending formal application	Office	0.12	1960	-	2	10	12
343 Main St.	Pending formal application	Commercial	0.29	1938	-	-	1	1
Subtotal Gross					129	38	423	N/A
Subtotal Net New					129	38	420	587

Table B-3: Entitled and Proposed Developments

Address	Status	Vacant/ Existing or Previous Use	Existing/ Previous ILV*	Existing/ Previous Building Age*	Units by Income Level			
					Low	Moderate	Above Moderate	Total Net New ¹
<p>* Some pre-development improvement to land value (ILV) and building age data may be unavailable due to the stage of development/construction. ILV is calculated using Santa Clara County Assessor data for improvement value and land value. Building age is the "effective year built" identified in Santa Clara County Assessor data.</p> <p>¹ Certain projects are located on parcels with existing residential units where the existing residential units will be demolished for a project with a larger number of units. All existing units that will be demolished are market rate units; no units to be demolished are subject to a recorded covenant, ordinance, or law that restricts rent levels to affordable to low-income households or subject to any other form of rent or price control by the City. Only the net new number of units are counted toward the RHNA.</p> <p>Source: City of Los Altos, Santa Clara County Assessor</p>								

Entitled and proposed developments would result in 587 net new units, and most of these projects provide above moderate housing units.

B.2.3 Assumptions

Density

Table B-4 summarizes density for multi-family and mixed-use zones that allow residential at densities appropriate to analyze for lower and moderate-income housing units. Los Altos does not have any minimum density standards in any of the following zones.

Table B-4: Density for Zones that Allow Residential

Zone ¹	Dwelling Units Per Acre
R1-40	Max. 1.1 units/acre
R1-20	Max. 2.2 units/acre
R1-H	
R1-10	Max. 4.4 units/acre
R3-5	Max. 8.7 units/acre
R3-4.5	Max. 9.7 units/acre
R3-3	Max 14.5 units/acre
R3-1.8	Max 24.2 units/acre
R3-1	Max 38 units/acre
C-T	
CD/R3	No maximum density
CN	
CD	
CRS	
CRS/OAD	
¹ Per discussions with the City, all Planned Community (PC) and Planned Unit Development (PUD) zoned parcels are built out unless otherwise noted in this Appendix. <i>Source: City of Los Altos Zoning Code</i>	

Realistic Capacity and Development Trends

Table B-5 summarizes assumptions for realistic residential development capacity based on recent development trends from in process, approved, entitled, and/or permitted projects within Los Altos. Although there are instances in which sites are developing at above 70 percent maximum allowed density (e.g., in the R3-1.8 District), and even more than 100 percent of

maximum allowed density in the CT District, the analysis conservatively assumed no parcel would develop at greater than 70 percent maximum capacity (in the CT District, the analysis assumed development at 80 percent maximum capacity, which is still conservative relative to CT District development trends). To continue to facilitate housing in the CT District, the City will increase or remove the density maximum allowed in the CT District (Program 1.B).

Although there are no recent development trends in the CD or CRS/OAD districts, a capacity assumption of 14 units per acre was applied. The CRS development trend of 20 units per acre reflects only one project and represents the low end of the density range for multi-family residential projects the City is receiving applications for throughout mixed-use districts; this Appendix conservatively applies 70 percent of 20 units per acre (14 units per acre) to housing sites in the CD and CRS/OAD districts. Additionally, various programs will remove constraints to increase housing development in these zones (see Appendix C, Housing Constraints).

Table B-5: Zones Realistic Residential Development Capacity Assumptions

Zone ¹	Projects In Process, Approved, Entitled, and/or Permitted	Average Development Trends Capacity	Realistic Capacity Assumption ²
R1-H	None	N/A	70% of maximum allowed density (1.5 units/acre)
R1-10	None	N/A	70% of maximum allowed density (3.1 units/acre)
R3-1.8	- 140 Lyell (20 units/acre)	20 units/acre (83% of maximum allowed density)	70% of maximum allowed density (16.9 units/acre)
R3-1	- 14 Fourth St. (25 units/acre)*	25 units/acre (66% of maximum allowed density)	70% of average development trends (17.5 units/acre)
CT	- 4848-4856 El Camino Real (71 units/acre) - 4898 El Camino Real (65 units per acre) - 330 Distel Circle (108 units/acre)* - 5150 El Camino Real (52 units/acre) - 4350 El Camino Real (72 units/acre)*	74 units/acre (194% of maximum allowed density)	80% of maximum allowed density (30.4 units/acre) (41% of average development trends)
CD/R3	- 349 First St. (75 units/acre)* - 444-450 First St. (77 units/acre) - 425 First St. (74 units/acre) - 385 First St. (45 units/acre) - 355, 365, 371, 373 First St. (81 units/acre)* - 440 First St. (31 units/acre) - 376 First St. (75 units/acre)* - 95 First St. (34 units/acre)*	62 units/acre	70% of average development trends (43.4 units/acre)
CN	- 962 Acacia (18 units/acre) - 996 Loraine Ave. (60 units/acre)*	39 units/acre	70% of average development trends (27.3 units/acre)
CD	None	N/A	14 units/acre

Table B-5: Zones Realistic Residential Development Capacity Assumptions

Zone ¹	Projects In Process, Approved, Entitled, and/or Permitted	Average Development Trends Capacity	Realistic Capacity Assumption ²
CRS	- 343 Main St. (20 units/acre)*	20 units/acre	70% of average development trends (14 units/acre)
CRS/OAD	None	N/A	14 units/acre
<p>Note: See Table B-3 for project affordability levels. * Projects are in the entitlement phase/under review. ¹ No sites are located in the R1-40, R1-20, R3-5, R3-4.5, R3-3, R3-1.8, or R3-1 zoning districts. ² Realistic capacity was reduced on certain sites based on constraints (e.g., topography, etc.). Source: City of Los Altos, LWC</p>			

From 2015 to 2021, Los Altos received 18 applications for development within its mixed-use zones (on average three development applications annually). None of these 18 applications proposed 100 percent commercial uses (all included residential units). This demonstrates strong market demand for residential uses within these zones.

Furthermore, with the declining trend of brick-and-mortar retail/commercial coupled with COVID-19 pandemic impacts (e.g., the increasing prevalence of working from home, etc.) and continued demand for housing, the likelihood of 100 percent commercial projects is not expected to increase in the near future. The realistic capacity assumptions for mixed-use zones identified in Table B-5 are conservative, reflecting lower densities than demonstrated trends. Additionally, various programs will remove constraints to increase housing development in mixed-use zones (see Appendix C, Housing Constraints).

Projects that are below maximum density are constrained by various factors, including but not limited the City’s parking requirements. As discussed in Appendix C, the zoning standards for parking should be studied with strategies for Downtown parking management and modifications to the existing standards adopted to facilitate housing production.

B.2.4 Methodology

To create the adequate sites inventory, the City developed a comprehensive, iterative methodology to screen parcels for near-term development. The methodology is comprised of several phases described below.

Phase 1.A: Vacant Residential Parcels

First, the City identified all vacant residentially-zoned parcels. Parcels were determined to be vacant if they had an assessed land improvement value of zero and confirmed to be vacant given available aerial imagery.

Phase 1.B: Nonvacant, Mixed-Use Parcels

Since Los Altos is generally built out and does not have much available vacant land, nonvacant sites will comprise a substantial portion of the sites inventory. Commercial and mixed-use zoned parcels that allow residential uses were analyzed for redevelopment potential using a ratio of improvement value to land value. The relationship of improvement value to land value is a widely accepted indicator of property utilization and whether redevelopment potential exists; however, this metric is important to supplement with other data to confirm viability of redevelopment. Land and the improvement values were identified based on Santa Clara County Assessor property tax assessment values.

The following was performed on a parcel basis to determine potential as a site:

1. Divide roll improvement value by roll land value, yielding an Improvement to Land Value Ratio (I:L Ratio).
2. Parcels with an I:L Ratio below 1.0 were considered a potential site.²
3. Building(s) (if any) was built in 1980 or earlier (and therefore over 40 years of age).

In addition to improvement to land value and age of building(s) (if any), nonvacant sites were further screened (see Phase 2), underwent a site-by-site assessment (see Phase 4), and were analyzed relative to existing uses (see B.2.5, Suitability of Nonvacant Sites).

Phase 2: Screening

Parcels that passed through Phase 1 were then screened using the criteria below:

1. The parcel does not have a current entitlement and is not under review (i.e., not included in Table B-3)
2. Current use type is not a park, utility, school, other public use with no redevelopment potential (as specified in HCD guidance) or single-family or multi-family residential use
3. The parcel is not subject to a Mills Act contract (i.e., historic property)

Phase 3: Categorization

Eligible parcels were assessed to determine which income levels they can accommodate. Each parcel was determined to be able to accommodate a specific income category given its maximum allowable density standards. The lower income category threshold is consistent with the default density for Los Altos pursuant to Government Code §65583.2.

² The Institute of Urban and Regional Development (IURD) at the University of California, Berkeley suggests that an I:L Ratio of below 1.0 is an appropriate factor to facilitate identification of underutilized commercial properties.

Table B-6: Income Levels by Density

Density Allowed by Zone	Income Level
< 20 dwelling units/acre	Above moderate
20 – 29 dwelling units/acre	Moderate
≥ 30 dwelling units/acre	Lower
<i>Source: HCD, LWC</i>	

For zones with no maximum density, current development trends were used to inform income level categorization. Per Government Code Sections 65583.2(c)(2)(A) and (B), sites accommodating lower-income housing should be between 0.5 and 10 acres. All sites originally considered for lower income housing capacity but whose lot size is smaller than 0.5 or larger than 10 acres were categorized for moderate income housing capacity, except that sites smaller than 0.25 acres were categorized for above moderate housing capacity.

Phase 4: Site-by-Site Assessment

Despite the screening analysis, some potential sites had existing development or other conditions (e.g., irregular shape, accessibility issues/landlocked, etc.) that preclude them from the site inventory. The analysis included a site-by-site assessment and refinement of sites depending on additional information from direct observation or firsthand experience from City staff. Furthermore, some sites that were screened out of the results (e.g., certain parcels along El Camino Real and in Downtown that had an I:L ratio greater than 1.0 or buildings built after 1980, etc.) were determined to be suitable housing sites based on property owner or developer interest. Those sites were added to the inventory with the appropriate income categorization.

This analysis included an evaluation of environmental and infrastructure constraints, which are described in Appendix C, Section C.4. All identified sites have access to infrastructure and utilities.

In addition to the improvement to land value (I:L) ratio screening described in Phase 1.B, the City analyzed potential sites to determine if existing uses would constitute an impediment to residential development. For example, parcels owned and operated by the California Water Service Company and parcels affected by the maximum dwelling unit limit in the Loyola Corners Specific Plan that had passed initial screening were identified as having impediments to residential development and were removed from the sites list. Development trends (see Table B-5) on nonvacant sites were considered in the determination of sites. Market conditions in Los Altos are demonstrating viability of nonvacant site redevelopment for both residential and mixed-use projects as shown by current development trends. See Section B.2.5 for additional discussion on suitability of nonvacant sites.

Phase 5: Parcels in Prior Housing Elements

Vacant parcels from both the 4th and 5th Cycles and non-vacant parcels from the 5th Cycle can be reused in this Housing Element (the 6th Cycle) to accommodate lower-income housing, but they must be rezoned to allow projects with at least 20 percent of the units affordable to lower income households to be by-right. Figures B-1 and B-2 and Table B-8 show all 6th Cycle sites and any site previously identified as a site in the 5th Cycle. A program is included to rezone reused sites identified for lower income consistent with AB 1397.

B.2.5 Suitability of Nonvacant Sites

Since Los Altos is generally built out, the sites inventory is comprised largely of nonvacant sites. Nonvacant sites are relied on to accommodate more than 50 percent of the City’s lower income RHNA; therefore, pursuant to Government Code §65583.2(g)(2), the City also analyzed whether substantial evidence exists to support that existing uses on identified lower income sites will be discontinued during the planning period (2023-2031). To this effect, the resolution adopting the Housing Element will include findings based on substantial evidence (and described more generally below) that the existing uses on identified nonvacant sites are not an impediment to residential development and/or will likely discontinue during the planning period.

Nonvacant parcels included as sites are underutilized with primarily surface parking and commercial buildings where the existing uses are of lower economic viability, substantial opportunity is physically present for additional development, and/or the structures are at or near the end of their useful life. This includes sites with structures (if any) that were built before 1980 (over 42 years old) and the parcel has a low improvement to land value (i.e., below 1.0). The declining trend of brick-and-mortar retail coupled with COVID-19 pandemic impacts has dramatically impacted the viability of many commercial uses, and properties with commercial and other low-intensity uses are being converted into multi-family and residential mixed-use projects in Los Altos. These conversions are occurring based on the strong demand for housing and lack of vacant land.

One example is the Foothill Crossing Shopping Center (Foothill Crossing; APNs 32601052 and 32601053), a strip commercial center in Los Altos that contains surface parking lots. Although Foothill Crossing is regularly frequented by customers and appears to be functioning relatively successfully as a commercial site, an interested applicant recently expressed to the City desire to redevelop Foothill Crossing as a mixed-use site with high-density residential and commercial uses. In addition to proposing housing and new retail, the current conceptual plan preserves key existing retail uses (e.g., Trader Joe’s). Foothill Crossing has Improvement-to-Land Value ratios of 0.27 and 0.61 respectively and was constructed in the late 1960s to early 1970s. Foothill Crossing is identified as a lower income housing site and has similar characteristics to other lower income sites.

Development trends demonstrate the intensification of underutilized commercial properties into multi-family and high-density residential mixed-use projects. Table B-5 identifies recent

development projects and shows average density trends in both residential and mixed-use zones; most of these projects are on nonvacant sites. Existing uses on pipeline project parcels include the following:

- Office buildings
- Commercial buildings
- Single-family homes

Redevelopment of sites with similar conditions to the identified sites is occurring in Los Altos, and recent applications and entitlements consist of residential mixed-use or residential-only projects in all cases. Additionally, nonvacant parcels with development entitled or proposed (Table B-3) have similar characteristics as proposed housing sites, including structure age generally ranging from 1938 to 1980 and improvement to land value ratios below 1.0. Most identified nonvacant sites have improvement to land value ratios below 0.92.

Additionally, potential long-term impacts on how office space will be utilized with the shift to remote work during the COVID-19 pandemic were considered. Identified sites, including those with existing office uses, consist of older buildings with low improvement values where higher intensity residential mixed-use is, or will be, allowed. Moreover, the sites inventory also includes several City-owned parking lots, which, as identified in the Downtown Vision Plan, are opportunity sites that can accommodate new (and in some cases affordable) housing. Program 1.H addresses how the City will facilitate housing on City-owned sites consistent with Surplus Land Act requirements.

Other existing uses on nonvacant sites include low intensity uses. Specifically, church sites have been included based on the screening criteria detailed in Section B.2.4 and City first-hand knowledge. To this effect, AB 1851, approved by the Governor in 2020, facilitates the provision of housing on religious institution property. AB 1851 prohibits cities from requiring the replacement of parking spaces lost due to the construction of housing units, eliminating up to 50 percent of the required number of spaces (Government Code §65913.6). Program 1.D has been included for the City to conduct outreach to religious institution property owners and operators to inform them of AB 1851 and other applicable regulations that encourage housing development.

The screening for potential sites considered these trends and utilized conservative assumptions in projecting units well below observed densities for residential and mixed-use projects. Lastly, the City is unaware of any leases that would perpetuate existing uses or prevent the development of housing on nonvacant sites during the planning period.

The following table lists the existing uses on lower income sites, including potential sites for rezoning. These existing uses are not considered to be an impediment to the development of housing during the planning period (2023-2031) based on development trends, market conditions, and redevelopment potential (e.g., building age, property condition, improvement-to-land-value ratio, etc.). Many lower income sites are surface parking lots with underutilized

and/or underperforming commercial uses or offices where significant development intensity can be achieved.

Table B-7: Existing Uses on Nonvacant Lower Income Sites and Potential Sites for Rezoning for Lower Income

APN	Zone	Parcel Size (acres)	Existing Use
16710094*	CT	0.51	Commercial and surface parking
17003084*	CT	0.54	Surface parking lot
17002023*	CT	0.55	Individual Retail Stores
16712045*	CT	0.56	Multiple or Strip Stores
17004050*	CT	0.62	Fast Food Eatery
17003077*	CT	0.69	Medical, Dental, Veterinary office
31816020	CN	0.71	Commercial building and surface parking lot
17064120*	CT	0.78	General Office
31816019	CN	0.88	Supermarket w. surface parking lot
17064119*	CT	0.94	General Office
17003073*	CT	1.05	Restaurant and surface parking lot
16712047*	CT	1.68	Commercial building and surface parking lot
32601052	CN	2.08	Shopping center w. large surface parking lot
32601053	CN	2.94	Shopping center w. large surface parking lot
31816022	CN	3.34	Supermarket w. surface parking lot
18956014	CN	6.00	Strip mall w. surface parking lot
17001055*	OA	0.56	General Office
17004045*	OA	0.56	General Office
17041086*	OA	0.60	General Office
18915106*	CN	0.70	Bank and surface parking lot
17040082*	OA	0.76	Mortuaries
17042028*	OA	0.90	General Office
17041079*	OA	0.99	Bank, Savings and Loan
18914081*	OA	1.85	Medical, Dental, Veterinary office

Table B-7: Existing Uses on Nonvacant Lower Income Sites and Potential Sites for Rezoning for Lower Income

APN	Zone	Parcel Size (acres)	Existing Use
16712042*	R1-10 ¹	2.78	Specialty Shopping Centers (Town and Country Village, El Paseo de Saratoga)
33609023*	PCF	6.06	Churches
33609018*	PCF	6.50	Churches
<p>*These parcels are rezone candidate sites. ¹APN 16712042 would be rezoned CT under the rezoning program (Program 1.F), and therefore would accommodate lower income units. <i>Source: City of Los Altos, Santa Clara County Assessor, LWC</i></p>			

Furthermore, to encourage the redevelopment of nonvacant sites with higher-density residential uses, the City has multiple programs to provide financial assistance, incentives, and regulatory concessions to facilitate more intensive residential development. These include:

- Program 1.A: Rezone for RHNA Shortfall
- Program 1.B: Facilitate higher density housing in the Commercial Thoroughfare (CT) District
- Program 1.C: Allow housing in the Office Administrative (OA) District
- Program 1.D: Allow housing on certain Public and Community Facilities (PCF) District sites
- Program 1.E: Update the Loyola Corners Specific Plan
- Program 1.F: Rezone Village Court parcel
- Program 1.H: Facilitate housing on City-owned sites
- Program 1.I: Incentivize Downtown lot consolidation
- Program 2.C: Assist in funding affordable housing projects
- Program 3.A: Prepare a Downtown parking plan and update parking requirements
- Program 3.B: Modify building height in mixed-use zoning districts
- Program 3.C: Remove floor-to-area ratio (FAR) restriction at Rancho Shopping Center and Woodland Plaza

As described above, many of the housing sites have underutilized commercial spaces and/or low intensity uses which are anticipated to redevelop based on trends, market conditions, and interest expressed to City staff for redevelopment. Additionally, the City will take efforts to

continue to encourage redevelopment of nonvacant sites through various programs. Therefore, considering development trends, declining demand for commercial spaces, and Housing Element programs, nonvacant uses will not impede residential development and/or are likely to discontinue during the planning period.

Section B.3 Adequacy of Residential Sites in Meeting RHNA

B.3.1 Summary

The following table summarizes the City’s methods for satisfying its RHNA (Table B-8). Based on ADU projections, entitled and proposed projects, and available sites, the City has excess capacity in moderate- and lower-income categories and a shortfall in the above moderate-income category.

Table B-8: Residential Development Potential and RHNA

	Extremely Low	Very Low	Low	Moderate	Above Moderate	Total
RHNA	See Very Low	501	288	326	843	1,958
ADUs	See Very Low	16	97	161	48	322
Entitled/Proposed Projects ¹	22	77	30	38	420	587
Remaining RHNA	See Very Low	386	161	127	375	1,049
Site Inventory ¹	See Very Low/Low	557		168	323	1,048
Surplus / (Shortfall)	See Very Low/Low	10		41	(52)	(1)

¹ Considers net new units only.

Source: City of Los Altos, LWC

The City has identified potential parcels for rezoning to address the above moderate shortfall and provide additional lower and moderate-income housing capacity. If the potential candidate parcels are rezoned in accordance with programs under Goal 1, the City would have a surplus in all income categories as shown in Table B-9.

Table B-9: Residential Development Potential and RHNA – WITH POTENTIAL REZONING

	Extremely Low	Very Low	Low	Moderate	Above Moderate	Total
RHNA	See Very Low	501	288	326	843	1,958
ADUs	See Very Low	16	97	161	48	322
Entitled/Proposed Projects ¹	22	77	30	38	420	587
Remaining RHNA	See Very Low	386	161	127	375	1,049
Site Inventory ¹	See Very Low/Low	965		296	387	1,648
Surplus / (Shortfall)	See Very Low/Low	418		169	12	599
¹ Considers net new units only. Source: City of Los Altos, LWC						

B.3.2 Housing Sites Map

The following maps (Figures B-1, B-2, B-3, and B-4) show the inventory of sites by income category. Sites that were also included in the 5th Cycle Housing Element are identified with a bold border.

Figure B-1: 6th Cycle Housing Element Site Inventory Map by Income Category (Northern Portion of Los Altos)

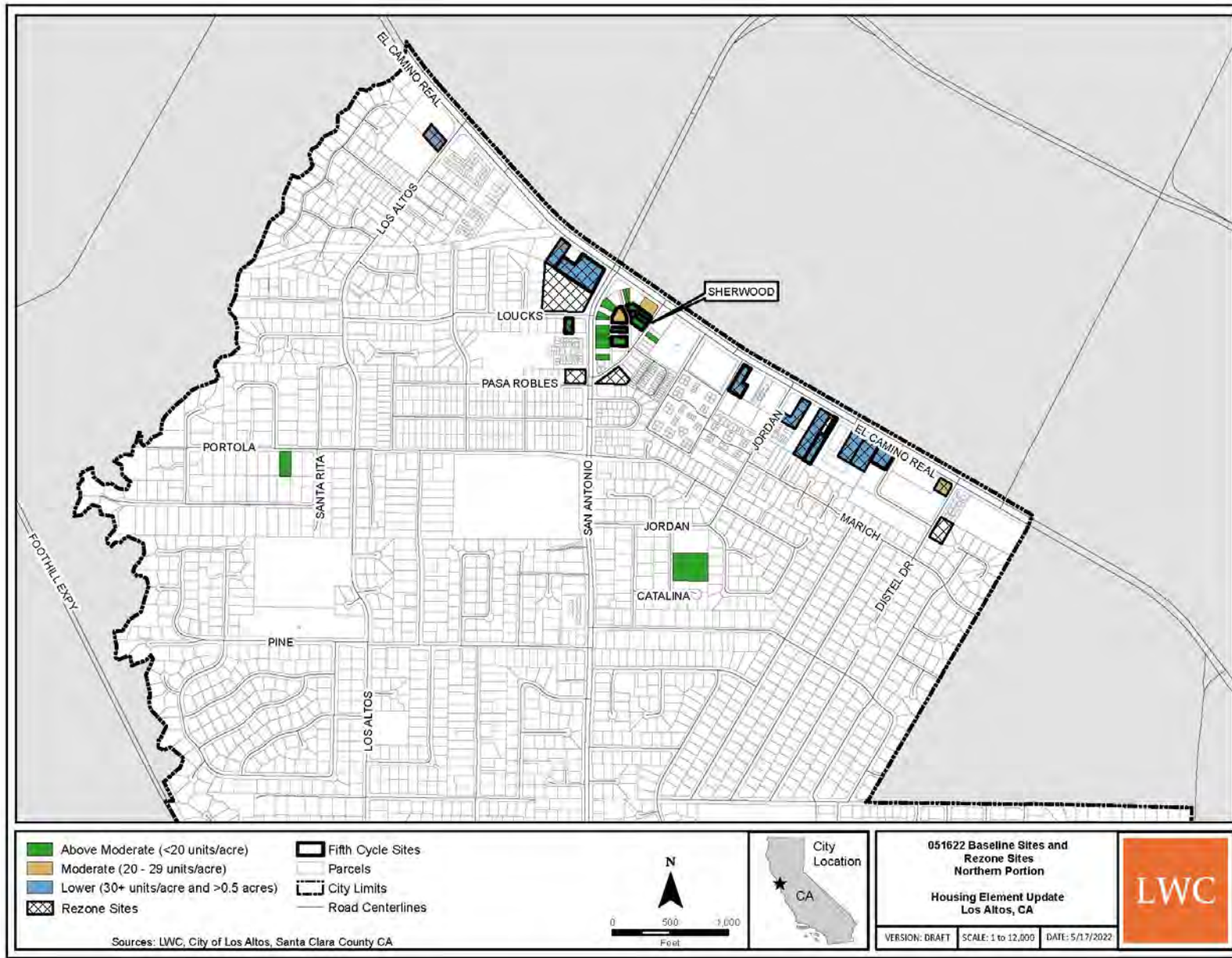


Figure B-2: 6th Cycle Housing Element Site Inventory Map by Income Category (North-Central Portion of Los Altos)

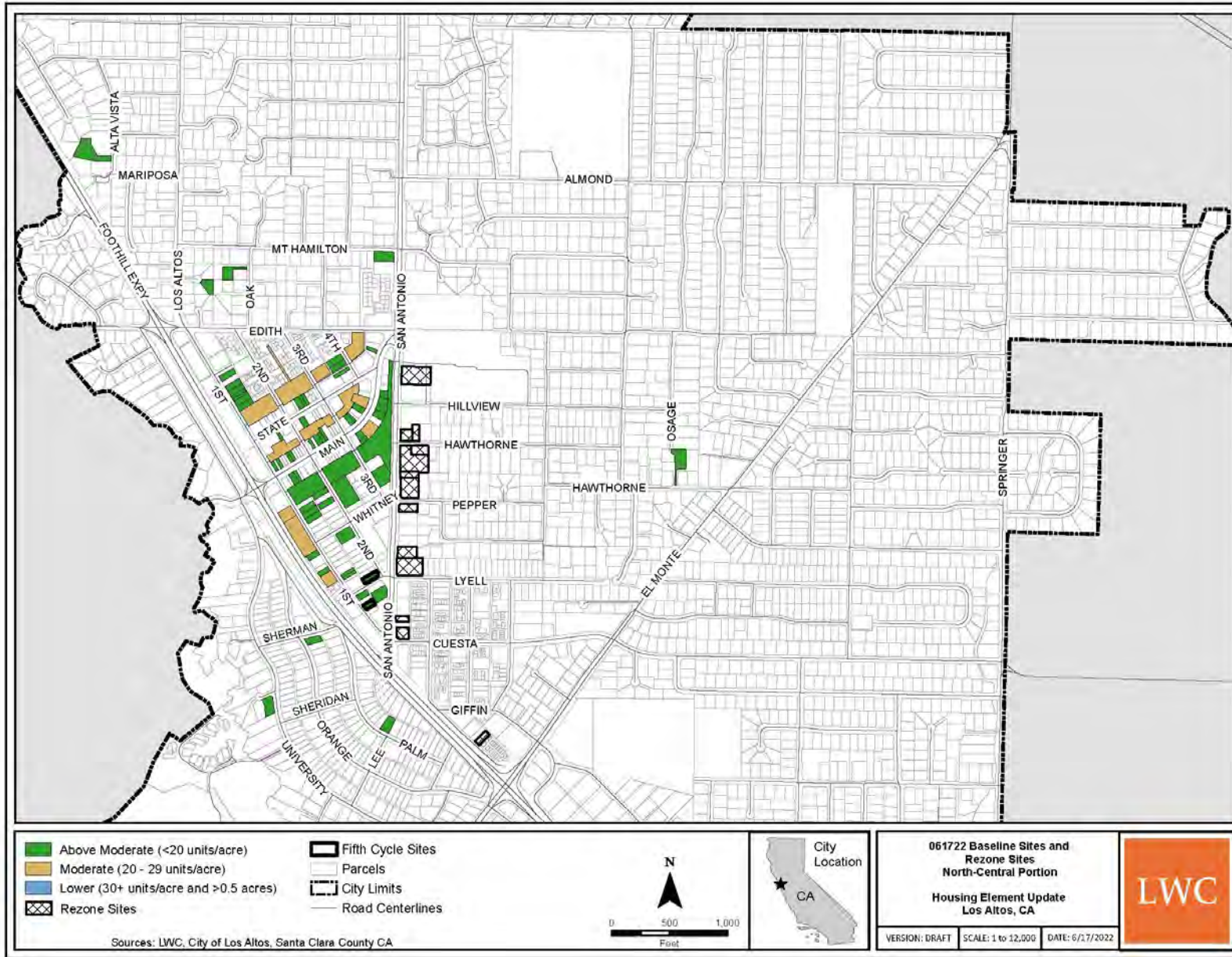


Figure B-3: 6th Cycle Housing Element Site Inventory Map by Income Category (South-Central Portion of Los Altos)

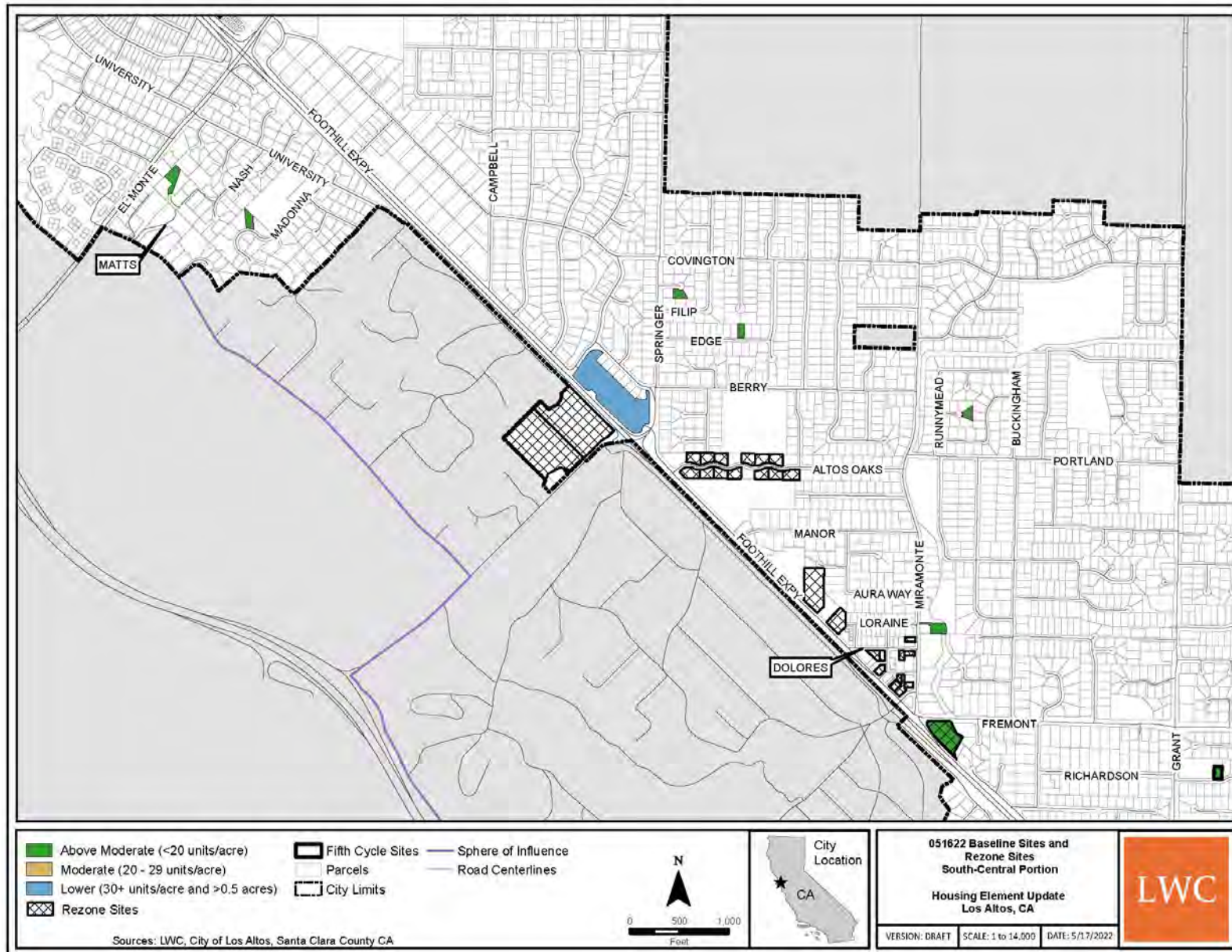
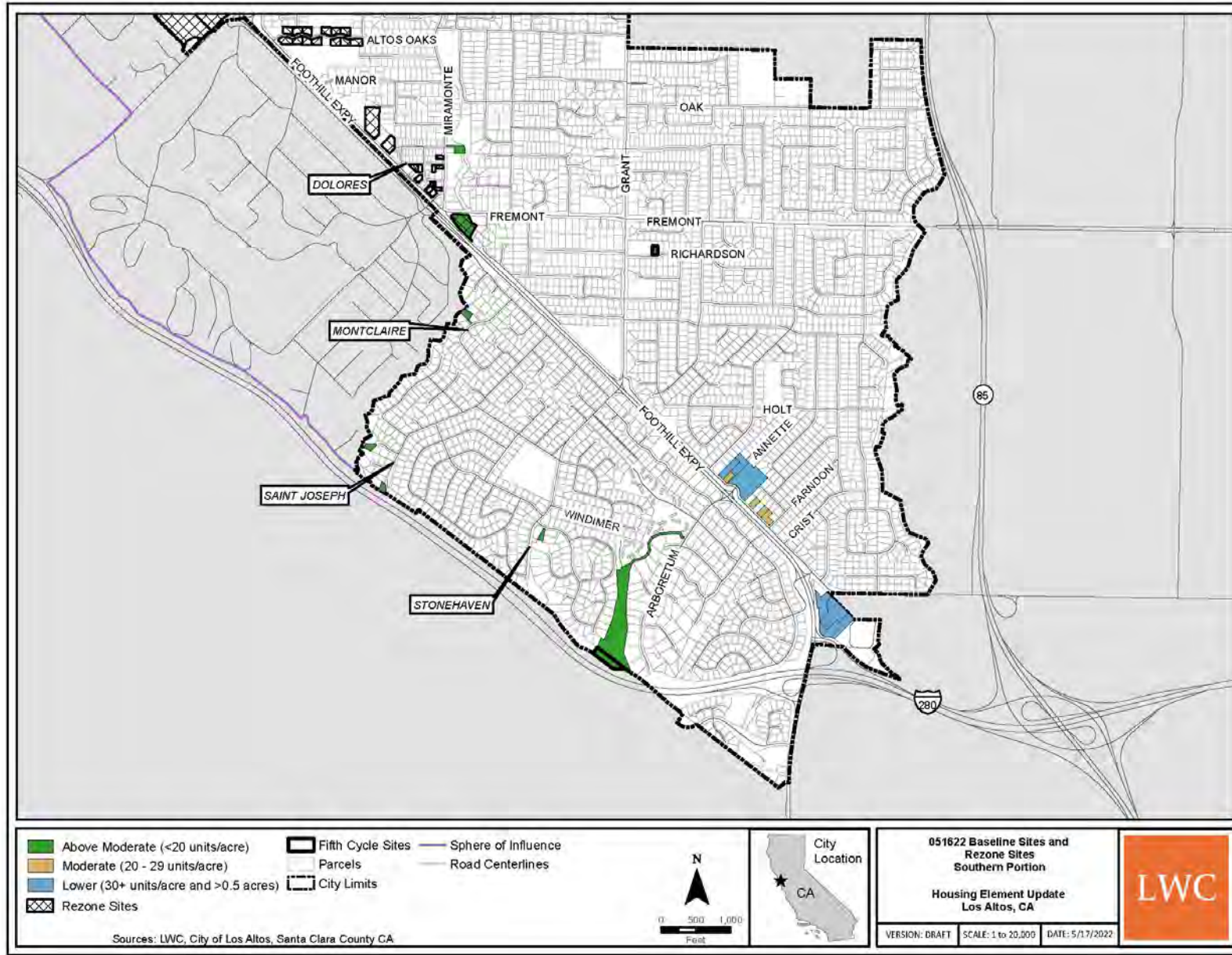


Figure B-4: 6th Cycle Housing Element Site Inventory Map by Income Category (Southern Portion of Los Altos)



B.3.3 Housing Sites Table

Table B-10 lists the parcels in the City’s housing sites inventory with unit capacity by income category.

Table B-11 lists all of the rezone parcels with unit capacity by income category.

Table B-10: Housing Sites (Under Existing Zoning)

APN	Zoning	General Plan	Parcel Size	Existing Use	Year Built ¹	ILV ²	5th Cycle Site ³	Income Category	Units (Max)	Units (Realistic, Net)
16710094	CT	Thoroughfare Commercial	0.51	Commercial and surface parking	1956	1.15	No	Lower	19	16
17003084	CT	Thoroughfare Commercial	0.54	Surface parking lot	0	0.00	Yes	Lower	21	16
17002023	CT	Thoroughfare Commercial	0.55	Individual Retail Stores	0	1.57	Yes	Lower	21	17
16712045	CT	Thoroughfare Commercial	0.56	Multiple or Strip Stores	1976	1.73	No	Lower	21	17
17004050	CT	Thoroughfare Commercial	0.62	Fast Food Eatery	1974	0.11	Yes	Lower	24	19
17003077	CT	Thoroughfare Commercial	0.69	Medical, Dental, Veterinary	1984	1.16	No	Lower	26	21
31816020	CN	Neighborhood Commercial	0.71	Commercial building and surface parking lot	1959	0.07	No	Lower	28	14
17064120	CT	Thoroughfare Commercial	0.78	General Office	1985	0.17	No	Lower	30	24
31816019	CN	Neighborhood Commercial	0.88	Supermarket w. surface parking lot	0	0.46	No	Lower	34	14
17064119	CT	Thoroughfare Commercial	0.94	General Office	1981	0.13	No	Lower	36	29
17003073	CT	Thoroughfare Commercial	1.05	Restaurant and surface parking lot	1968	0.05	No	Lower	40	32
16712047	CT	Thoroughfare Commercial	1.69	Commercial building and surface parking lot	1964	0.00	Yes	Lower	64	51
32601052	CN	Neighborhood Commercial	2.08	Shopping center w. large surface parking lot	1969	0.27	No	Lower	81	57
32601053	CN	Neighborhood Commercial	2.94	Shopping center w. large surface parking lot	1973	0.61	No	Lower	115	80
31816022	CN	Neighborhood Commercial	3.34	Supermarket w. surface parking lot	1997	0.37	No	Lower	130	68
18956014	CN	Neighborhood Commercial	6.07	Strip mall w. surface parking lot	1900	0.59	No	Lower	237	82
Total - Lower									557	
16741007	CD/R3	Downtown Commercial	0.26	Offices or commercial with surface parking	1958	0.50	No	Moderate	16	11
16738020	CRS	Downtown Commercial	0.28	Large building	0	0.92	No	Moderate	6	4
16741065	CRS	Downtown Commercial	0.29	Surface parking lot	0	0.05	No	Moderate	6	4
17001088	CN	Thoroughfare Commercial	0.29	Offices or commercial and surface parking lot	1958	0.47	No	Moderate	11	8
31816011	CN	Neighborhood Commercial	0.30	Offices or commercial and surface parking lot	1961	0.10	No	Moderate	12	8
16738008	CRS	Downtown Commercial	0.30	Multiple or Strip Stores	1952	0.86	No	Moderate	6	4
17001047	CN	Thoroughfare Commercial	0.31	Residential or commercial with surface parking	1924	0.17	Yes	Moderate	12	8
31816009	CN	Neighborhood Commercial	0.31	Commercial building with surface parking	1962	0.49	No	Moderate	12	8
17004065	CT	Thoroughfare Commercial	0.31	Individual Retail Stores	1950	1.16	No	Moderate	12	10
31816015	CN	Neighborhood Commercial	0.32	Auto Service, Garages and surface parking	1959	0.22	No	Moderate	12	9
16738038	CRS	Public and Institutional	0.34	Surface parking	0	0.00	No	Moderate	7	5
31816008	CN	Neighborhood Commercial	0.44	Offices and surface parking lot	1975	0.27	No	Moderate	17	12
16739057	CRS	Public and Institutional	0.57	Surface parking lot	0		No	Moderate	11	8
16738029	CRS	Public and Institutional	0.58	Surface parking lot	0		No	Moderate	12	8
16738028	CRS	Downtown Commercial	0.58	Surface parking lot	0		No	Moderate	12	8
16739069	CRS	Public and Institutional	0.60	Surface parking lot	0		No	Moderate	12	8
16741003	CRS	Downtown Commercial	1.00	Supermarket w. surface parking lot	1966	0.52	No	Moderate	20	14
16739032	CRS	Public and Institutional	1.04	Surface parking lot	0		No	Moderate	21	15
16739007	CRS	Public and Institutional	1.18	Surface parking lot	0		No	Moderate	24	16
Total - Moderate									168	

Table B-10: Housing Sites (Under Existing Zoning, Continued)

APN	Zoning	General Plan	Parcel Size	Existing Use	Year Built ¹	ILV ²	5th Cycle Site ³	Income Category	Units (Max)	Units (Realistic, Net)
16739060	CRS	Downtown Commercial	0.05	Restaurants, Bars	1962	0.46	No	Above Moderate	1	1
16738024	CRS	Downtown Commercial	0.05	Commercial and surface parking lot	1957	0.48	No	Above Moderate	1	1
16739105	CRS	Downtown Commercial	0.05	Commercial	1940	0.76	No	Above Moderate	1	1
16739089	CRS	Downtown Commercial	0.05	Commercial and surface parking lot	1950	0.35	No	Above Moderate	1	1
16739084	CRS	Downtown Commercial	0.05	Commercial	1959	1.00	No	Above Moderate	1	1
16739085	CRS	Downtown Commercial	0.05	Commercial and surface parking lot	1910	0.39	No	Above Moderate	1	1
17001029	CN	Thoroughfare Commercial	0.05	Commercial and surface parking lot	1942	0.41	No	Above Moderate	2	1
16739075	CRS	Downtown Commercial	0.06	Commercial and surface parking lot	1951	0.17	No	Above Moderate	1	1
17001045	CN	Thoroughfare Commercial	0.06	Surface parking lot	1940	0.00	Yes	Above Moderate	2	2
16739091	CRS	Downtown Commercial	0.06	Commercial	1910	0.51	No	Above Moderate	1	1
16739011	CRS	Downtown Commercial	0.06	Restaurants, Bars	1960	0.67	No	Above Moderate	1	1
16739012	CRS	Downtown Commercial	0.06	Restaurants, Bars	1920	0.47	No	Above Moderate	1	1
16740004	CRS	Downtown Commercial	0.06	Commercial with surface parking lot	1925	0.50	No	Above Moderate	1	1
16738057	CRS/OAD	Downtown Commercial	0.06	Office or church	1963	0.72	No	Above Moderate	-	1
16738053	CRS	Downtown Commercial	0.06	Commercial or Offices	1960	0.25	No	Above Moderate	1	1
17001036	CN	Thoroughfare Commercial	0.07	Commercial and surface parking lot	1960	0.86	No	Above Moderate	3	2
17001035	CN	Thoroughfare Commercial	0.07	Surface parking lot	0	0.00	No	Above Moderate	3	2
16741021	CD/R3	Downtown Commercial	0.07	Restaurant and surface parking lot	1951	0.40	No	Above Moderate	4	3
16741022	CD/R3	Downtown Commercial	0.07	Office and surface parking lot	1954	0.13	No	Above Moderate	4	3
16739074	CRS	Downtown Commercial	0.07	Commercial or office with surface parking	1948	0.66	No	Above Moderate	1	1
16739043	CD/R3	Downtown Commercial	0.08	Auto Service, Garages	1949	2.41	No	Above Moderate	5	4
16739042	CD/R3	Downtown Commercial	0.08	General Office	2008	3.09	No	Above Moderate	5	4
17001030	CN	Thoroughfare Commercial	0.08	Surface parking lot	0	0.00	No	Above Moderate	3	2
16738025	CRS	Downtown Commercial	0.09	Bank and surface parking	0	0.00	No	Above Moderate	2	1
16741006	CD/R3	Downtown Commercial	0.10	Surface parking lot	0	0.00	No	Above Moderate	6	4
16738052	CRS	Downtown Commercial	0.10	Commercial/restaurant	1952	0.12	No	Above Moderate	2	1
16738013	CRS	Downtown Commercial	0.10	Commercial stores	1955	0.32	No	Above Moderate	2	1
17001026	CN	Thoroughfare Commercial	0.10	Dentist Office and surface parking	1961	0.92	No	Above Moderate	4	3
16738051	CRS	Downtown Commercial	0.10	Surface parking lot	0	No	No	Above Moderate	2	1
16738012	CRS	Downtown Commercial	0.10	Commercial and restaurant	1952	0.74	No	Above Moderate	2	1
16741016	CD/R3	Downtown Commercial	0.11	Surface parking lot	0	0.03	Yes	Above Moderate	7	5
16739064	CRS	Downtown Commercial	0.11	Stores	1953	0.29	No	Above Moderate	2	2
17001064	CN	Thoroughfare Commercial	0.11	Offices	0	0.00	No	Above Moderate	4	3
16739076	CRS	Downtown Commercial	0.11	Commercial and surface parking	1950	0.86	No	Above Moderate	2	2
17001042	CN	Thoroughfare Commercial	0.12	Surface parking lot	1900	0.00	Yes	Above Moderate	5	3
17001049	CN	Thoroughfare Commercial	0.12	Surface parking lot	1947	0.62	Yes	Above Moderate	5	3
16739097	CRS	Downtown Commercial	0.12	Commercial	1939	0.89	No	Above Moderate	2	2
16740003	CRS	Downtown Commercial	0.12	Commercial	1936	0.58	No	Above Moderate	2	2

Table B-10: Housing Sites (Under Existing Zoning, Continued)

APN	Zoning	General Plan	Parcel Size	Existing Use	Year Built ¹	ILV ²	5th Cycle Site ³	Income Category	Units (Max)	Units (Realistic, Net)
16741018	CD/R3	Downtown Commercial	0.12	Stores and surface parking	1946	0.19	No	Above Moderate	7	5
16741051	CD/R3	Downtown Commercial	0.12	Commercial or office with surface parking	1955	0.00	No	Above Moderate	8	5
16738021	CRS	Downtown Commercial	0.12	Office or commercial building with surface parking	1955	0.87	No	Above Moderate	2	2
16738011	CRS	Downtown Commercial	0.13	Commercial building	1954	0.99	No	Above Moderate	3	2
17001023	CN	Thoroughfare Commercial	0.14	Commercial and surface parking lot	1955	0.24	No	Above Moderate	5	4
16740073	CD	Downtown Commercial	0.14	Parking for Existing Office Buildings	0	0.00	No	Above Moderate	-	2
16738010	CRS	Downtown Commercial	0.15	Commercial	1954	0.82	No	Above Moderate	3	2
16741054	CD	Downtown Commercial	0.16	Surface parking lot	0	0.01	Yes	Above Moderate	-	2
16740050	CD/R3	Downtown Commercial	0.16	Commercial or industrial building	1954	0.44	No	Above Moderate	10	7
16740051	CD/R3	Downtown Commercial	0.16	Auto Service, Garages	1962	0.12	No	Above Moderate	10	7
16740052	CD/R3	Downtown Commercial	0.16	Auto Service, Garages	1924	0.87	No	Above Moderate	10	7
16740042	CD	Downtown Commercial	0.16	Surface parking lot	0	0.00	No	Above Moderate	-	2
16739045	CD/R3	Downtown Commercial	0.16	Restaurants, Bars	1998	0.46	No	Above Moderate	10	7
16739041	CD/R3	Downtown Commercial	0.16	Restaurants with surface parking	1950	0.56	No	Above Moderate	10	7
16739040	CD/R3	Downtown Commercial	0.16	Store and surface parking	1974	0.67	No	Above Moderate	10	7
16739044	CD/R3	Downtown Commercial	0.16	Individual Retail Stores	2008	0.85	No	Above Moderate	10	7
16738050	CRS	Public and Institutional	0.16	Surface parking lot	0	0.00	No	Above Moderate	3	2
16739127	CD/R3	Downtown Commercial	0.17	Offices or commercial and surface parking	1980	0.07	No	Above Moderate	11	7
17516020	R1-10	Single-Family, Small Lot (10 du/net acre)	0.18	Surface parking lot	0	0.18	No	Above Moderate	1	1
16738049	CRS	Public and Institutional	0.18	Surface parking lot	0		No	Above Moderate	4	3
17001043	CN	Thoroughfare Commercial	0.18	Commercial or Residential	1945	0.15	Yes	Above Moderate	7	5
17001032	CN	Thoroughfare Commercial	0.19	Restaurants, Bars and surface parking	1946	0.42	No	Above Moderate	7	5
16716018	CT	Thoroughfare Commercial	0.20	Surface parking lot	1900	0.20	Yes	Above Moderate	7	6
17001027	CN	Thoroughfare Commercial	0.21	Restaurant and surface parking	1953	0.15	No	Above Moderate	8	6
34224058	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.22	Undeveloped land	0	0.00	No	Above Moderate	1	1
18918102	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.23	Undeveloped land	1938	0.00	No	Above Moderate	1	1
31807008	R1-10	Public and Institutional	0.23	Undeveloped lot	0	0.00	Yes	Above Moderate	1	1
17001051	CN	Thoroughfare Commercial	0.23	Home or commercial building with surface parking	1950	0.40	Yes	Above Moderate	9	6
17001086	CN	Thoroughfare Commercial	0.23	Surface parking lot	1900	0.11	Yes	Above Moderate	9	6
34205032	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.24	Undeveloped land	0	0.00	No	Above Moderate	1	1
16736068	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.24	Undeveloped land	0	0.00	No	Above Moderate	1	1
17001025	CN	Thoroughfare Commercial	0.24	Offices or commercial with surface parking	1930	0.57	No	Above Moderate	9	7
17516088	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.24	Undeveloped land	0	0.00	No	Above Moderate	1	1
19344033	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.24	Undeveloped land	0	0.00	No	Above Moderate	1	1
18919003	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.25	Undeveloped land	0	0.00	No	Above Moderate	1	1
17514021	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.29	Undeveloped land	0	0.00	No	Above Moderate	1	1
16736008	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.30	Undeveloped lot	0	0.00	No	Above Moderate	1	1
16741072	CD	Downtown Commercial	0.30	Restaurants, Bars	1950	0.46	No	Above Moderate	-	4

Table B-10: Housing Sites (Under Existing Zoning, Continued)

APN	Zoning	General Plan	Parcel Size	Existing Use	Year Built ¹	ILV ²	5th Cycle Site ³	Income Category	Units (Max)	Units (Realistic, Net)
34210088	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.30	Undeveloped lot	1900	0.00	No	Above Moderate	1	1
33603030	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.30	Undeveloped land	0	0.00	No	Above Moderate	1	1
16741046	CD	Downtown Commercial	0.33	General Office and surface parking	1964	0.80	No	Above Moderate	-	5
34209045	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.35	Undeveloped lot	1900	0.00	No	Above Moderate	2	1
16737034	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.36	Undeveloped lot	0	0.00	No	Above Moderate	2	1
17028058	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.45	Vacant flag lot	0	0.00	No	Above Moderate	2	1
19341039	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.45	Vacant flag lot	0	0.00	No	Above Moderate	2	1
16738065	CD	Downtown Commercial	0.46	Bank and surface parking lot	1977	0.25	No	Above Moderate	-	6
16720050	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.46	Undeveloped lot	0	0.00	No	Above Moderate	2	1
33602008	R1-H	Single-Family, Large Lot (2 du/net acre)	0.48	Undeveloped lot	0	0.00	No	Above Moderate	1	1
16735076	R1-10	Single-Family, Medium Lot (4 du/net acre)	0.72	Undeveloped lot	0	0.00	No	Above Moderate	3	1
16740056	CD	Downtown Commercial	0.80	Commercial building and surface parking lot	1963	0.14	No	Above Moderate	-	11
16740039	CD	Downtown Commercial	1.06	Surface parking lot	0		No	Above Moderate	-	15
16740072	CD	Downtown Commercial	1.07	Commercial Open Space Uses, Public Parking Lots	0		No	Above Moderate	-	15
34204078	R1-10	Public and Institutional	1.12	Undeveloped lot	0	0.00	Yes	Above Moderate	5	1
31801036	CN	Neighborhood Commercial	1.56	Medical, Dental, Veterinary w. surface parking lot	1960	1.22	No	Above Moderate	61	4
17012042	R1-10	Public and Institutional	1.70	Church w. surface parking lot	0	0.10	No	Above Moderate	7	5
16738002	CD	Downtown Commercial	2.03	Surface parking lot	0		No	Above Moderate	-	28
34204089	R1-10	Public and Institutional	7.97	Potentially a school w. a playground related to a church	1971	0.00	No	Above Moderate	35	10
Total - Above Moderate									323	323

¹Zeros indicate Year Built data unavailable.

²Blanks or zeroes indicate that the property is owned by a governmental agency (e.g., City of Los Altos) and is not being assessed; no improvement or land value available.

³Vacant parcels identified in the 5th Cycle Housing Element are assumed to have also been included in the 4th Cycle Housing Element.

Source: City of Los Altos, Santa Clara County Assessor, LWC

Table B-11: Rezone Sites

APN	Zoning	General Plan	Parcel Size	Existing Use	Year Built	ILV	5th Cycle Site	Income Category	Units without Rezoning	Units with Rezoning	Net Units	Lower ³	Moderate	Above Moderate ³
18915088	CN	Neighborhood Commercial	0.09	Surface parking lot	1900	0.02	No	Above Moderate	0	2	2			2
18915090	CN	Neighborhood Commercial	0.11	Offices and Surface Parking lot	1954	0.78	No	Above Moderate	0	3	3			3
18915042	CN	Neighborhood Commercial	0.12	Office and surface parking	1947	0.45	No	Above Moderate	0	3	3			3
18915026	CN	Neighborhood Commercial	0.12	Undeveloped land	0	0.00	No	Above Moderate	0	3	3			3
18915041	CN	Neighborhood Commercial	0.12	Restaurant and surface parking lot	1950	0.23	No	Above Moderate	0	3	3			3
18915038	CN	Neighborhood Commercial	0.13	Office and surface parking	1950	0.40	No	Above Moderate	0	4	4			4
18915059	CN	Neighborhood Commercial	0.17	Commercial and surface parking	1956	0.40	No	Above Moderate	0	5	5			5
18915063	CN	Neighborhood Commercial	0.17	Offices or commercial and surface parking	1953	0.74	No	Above Moderate	0	5	5			5
18915103	CN	Neighborhood Commercial	0.21	Medical, Dental, Veterinary and surface parking	1950	0.21	No	Above Moderate	0	6	6			6
18915102	CN	Neighborhood Commercial	0.26	Offices or commercial with surface parking	1945	0.67	No	Moderate	0	7	7		7	
16710094	CT	Thoroughfare Commercial	0.51	Commercial and surface parking	1956	1.15	No	Lower	16	20	4	4		
17003084	CT	Thoroughfare Commercial	0.54	Surface parking lot	0	0.00	Yes	Lower	16	22	6	6		
16716018	CT	Thoroughfare Commercial	0.20	Surface parking lot	1900	0.20	Yes	Above Moderate	6	8	2			2
17003083	CT	Thoroughfare Commercial	0.20	General Office	2015	3.39	No	Above Moderate	0	8	8			8
17004065	CT	Thoroughfare Commercial	0.31	Individual Retail Stores	1950	1.16	No	Moderate	10	13	3		3	
17002023	CT	Thoroughfare Commercial	0.55	Individual Retail Stores	0	1.57	Yes	Lower	17	22	5	5		
17001055	OA	Thoroughfare Commercial	0.56	General Office	1973	0.81	No	Lower	0	11	11	11		
17004045	OA	Thoroughfare Commercial	0.56	General Office	1963	0.00	No	Lower	0	11	11	11		
16712045	CT	Thoroughfare Commercial	0.56	Multiple or Strip Stores	1976	1.73	No	Lower	17	23	6	6		
17041086	OA	Downtown Commercial	0.60	General Office	1977	2.11	No	Lower	0	12	12	12		
17004050	CT	Thoroughfare Commercial	0.62	Fast Food Eatery	1974	0.11	Yes	Lower	19	25	6	6		
17003077	CT	Thoroughfare Commercial	0.69	Medical, Dental, Veterinary	1984	1.16	No	Lower	21	28	7	7		
18915106	CN	Neighborhood Commercial	0.70	Bank and surface parking lot	1961	0.53	No	Lower	0	19	19	19		
17040082	OA	Downtown Commercial	0.76	Mortuaries	0	0.00	No	Lower	0	15	15	15		
17064120	CT	Thoroughfare Commercial	0.78	General Office	1985	0.17	No	Lower	24	31	7	7		
17039053	OA	Downtown Commercial	0.13	General Office	1973	0.73	No	Above Moderate	0	3	3			3
17038062	OA	Downtown Commercial	0.15	R-1 Converted to Office	1978	0.91	Yes	Above Moderate	0	3	3			3
17041037	OA	Downtown Commercial	0.19	R-1 Converted to Office	1990	0.45	No	Above Moderate	0	4	4			4
17041065	OA	Downtown Commercial	0.22	General Office	1953	0.49	No	Above Moderate	0	4	4			4
17041068	OA	Downtown Commercial	0.24	General Office	1977	0.27	No	Above Moderate	0	5	5			5

Table B-11: Rezone Sites (Continued)

APN	Zoning	General Plan	Parcel Size	Existing Use	Year Built ¹	ILV	5th Cycle Site	Income Category	Units without Rezoning	Units with Rezoning	Net Units	Lower ³	Moderate	Above Moderate ³
17039058	OA	Downtown Commercial	0.24	General Office	1970	0.46	No	Above Moderate	0	5	5			5
17040072	OA	Downtown Commercial	0.26	General Office	1972	0.73	No	Moderate	0	5	5		5	
17041014	OA	Downtown Commercial	0.28	General Office	1978	0.63	No	Moderate	0	6	6		6	
18916006	OA	Neighborhood Commercial	0.32	Medical, Dental, Veterinary	1957	0.56	No	Moderate	0	6	6		6	
18916005	OA	Neighborhood Commercial	0.32	Medical, Dental, Veterinary	1959	0.55	No	Moderate	0	6	6		6	
18916017	OA	Neighborhood Commercial	0.32	Medical, Dental, Veterinary	1960	0.16	No	Moderate	0	6	6		6	
18916008	OA	Neighborhood Commercial	0.32	Medical, Dental, Veterinary	1958	0.25	No	Moderate	0	6	6		6	
18916004	OA	Neighborhood Commercial	0.33	Medical, Dental, Veterinary	1959	0.08	No	Moderate	0	7	7		7	
18916013	OA	Neighborhood Commercial	0.33	Medical, Dental, Veterinary	1961	0.47	No	Moderate	0	7	7		7	
18916016	OA	Neighborhood Commercial	0.33	Medical, Dental, Veterinary	1962	0.68	No	Moderate	0	7	7		7	
18916014	OA	Neighborhood Commercial	0.33	Medical, Dental, Veterinary	1960	0.40	No	Moderate	0	7	7		7	
18916009	OA	Neighborhood Commercial	0.34	Medical, Dental, Veterinary	1958	0.30	No	Moderate	0	7	7		7	
18916018	OA	Neighborhood Commercial	0.34	Medical, Dental, Veterinary	1957	0.79	No	Moderate	0	7	7		7	
18916012	OA	Neighborhood Commercial	0.34	Medical, Dental, Veterinary	1960	0.18	No	Moderate	0	7	7		7	
17040062	OA	Downtown Commercial	0.38	General Office	1973	0.43	No	Moderate	0	8	8		8	
18916010	OA	Neighborhood Commercial	0.40	Medical, Dental, Veterinary	1957	0.68	No	Moderate	0	8	8		8	
18916003	OA	Neighborhood Commercial	0.42	Medical, Dental, Veterinary	1958	0.67	No	Moderate	0	8	8		8	
16716022	OA	Thoroughfare Commercial	0.49	General Office	1900	0.16	No	Moderate	0	10	10		10	
17042028	OA	Downtown Commercial	0.90	General Office	1979	0.71	No	Lower	0	18	18	18		
17064119	CT	Thoroughfare Commercial	0.94	General Office	1981	0.13	No	Lower	29	38	9	9		
17041079	OA	Downtown Commercial	0.99	Bank, Savings and Loan	0	0.35	No	Lower	0	20	20	20		
17003073	CT	Thoroughfare Commercial	1.05	Restaurant and surface parking lot	1968	0.05	No	Lower	32	42	10	10		
31801036 ³	CN	Neighborhood Commercial	1.56	Medical, Dental, Veterinary w. surface parking lot	1960	1.22	No	Lower	4	43	39	43		-4
16712047	CT	Thoroughfare Commercial	1.69	Commercial building and surface parking lot	1964	0.00	Yes	Lower	51	67	16	16		
18914081	OA	Neighborhood Commercial	1.85	Medical, Dental, Veterinary	1970	0.75	No	Lower	0	37	37	37		
33609023	PCF	Public and Institutional	6.06	Churches	0	18.00	No	Lower	0	15	15	15		
33609018	PCF	Public and Institutional	6.50	Churches	0	12.31	No	Lower	0	20	20	20		
16712042	R1-10 ²	Thoroughfare Commercial	2.78	Specialty Shopping Centers (Town and Country Village, El Paseo de Saratoga)	1964	3.71	Yes	Lower ²	0	111	111	111		
										Net New Capacity	600	408	128	64
										Baseline Capacity	1,048	557	168	323
										Total Capacity	1,648	965	296	387

¹Zeros indicate Year Built data unavailable.

²APN 16712042 would be rezoned to CT, and therefore would accommodate 111 lower income units (the R1-10 zoning district generally accommodates above moderate units).

³Due to rezoning, income level would shift from above moderate to lower, resulting in a loss of above moderate capacity.

Source: City of Los Altos, Santa Clara County Assessor, LWC

Appendix C: Housing Constraints

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Section C.1 Introduction and Summary

C.1.1 Introduction



This Appendix covers local governmental, non-governmental, and environmental and infrastructure constraints to housing production in Los Altos.



C.1.2 Summary

City policies and regulations, such as the Zoning Code, and market factors outside of the City's control affect the quantity and type of residential development that occur in Los Altos. The following summarizes key governmental and nongovernmental constraints to housing development as detailed in this Appendix.

Governmental Constraints

- Mixed-use developments in various zoning districts are limited to 30 feet or two stories. While development projects often receive a height concession resulting from adherence to inclusionary requirements, this height limit still poses a constraint to residential unit production in mixed-use zones.
- Certain area or site-specific development standards are a constraint to housing development. These include a restrictive FAR standard for the Rancho Shopping Center and Woodland Plaza and a density cap in the Loyola Corners Specific Plan. However, the Loyola Corners Specific Plan density cap is not enforceable while the Housing Crisis Act is in effect (currently through 2030).

- Parking standards, including rates, parking minimums, lack of in-lieu options, and design requirements (e.g., size, layout, location, etc.), limit feasibility of residential and residential mixed-use projects.
- In most cases (except Accessory Dwelling Units), multi-family residential and residential mixed-use projects, and single-family projects, are subject to Design Review Commission, Planning Commission, and City Council approval through conditional use permit and/or design review requirements, resulting in an extended review process. Final approval or concurrence by the City Council adds an additional review within the process. Furthermore, a third-party independent review is required for projects located in the Downtown. The review process should be streamlined with fewer review bodies.
- Subjective standards and findings, while limited in their applicability to housing developments due to State law, could result in uncertainty for developers and a longer application review process.
- The story pole requirement adds subjectivity and extends the review process of a proposed housing development, including for developments that propose building heights consistent with the Zoning Code or State law.
- The City does not have a reasonable accommodation process to address requests from persons with disabilities to waive Zoning Code standards to ensure homes are accessible for the mobility impaired.
- Certain zoning provisions will need to be updated to comply with State law (e.g., allow Low Barrier Navigation Centers where residential multi-family uses are allowed and in mixed-use zones (AB 101), allow qualifying supportive housing by-right where residential is allowed (AB 2162), increase density bonus up to 50 percent (AB 2345), etc.).

Nongovernmental Constraints

- Economic conditions in Los Altos reflect a competitive housing market for both for-sale and rental housing.
- Los Altos is generally built out, so future housing development will be constrained by existing development or require demolishing existing structures, improvements, and uses. The lack of available vacant land may constrain housing production due to the increased costs associated with redevelopment.

Section C.2 Governmental Constraints

C.2.1 Introduction

Local policies and regulations can affect the quantity and type of residential development. Since governmental actions can constrain the development and the affordability of housing, State law requires the housing element to "address and, where appropriate and legally possible, remove governmental constraints to the maintenance, improvement, and development of housing" (Government Code §65583(c)(3)).

As with other cities, Los Altos' development standards and requirements are intended to protect the long-term health, safety, and welfare of the community. The City charges fees and has various procedures and regulations developers are required to follow. There are many locally imposed land use and development requirements that can affect the type, appearance, and cost of housing built in Los Altos. These local requirements include zoning standards, development processing procedures, development fees, and subdivision design standards. Other building and design requirements imposed by Los Altos follow State laws, the California Building Code, Subdivision Map Act, energy conservation requirements, etc. In addition to a review of these policies and regulations, an analysis of the governmental constraints on housing production for persons with disabilities is included in this Section.

C.2.2 Land Use Controls

This Section provides an overview of the City's land use controls and their relation to the City's housing supply.

General Plan Land Use Designations

The City adopted the Los Altos General Plan 2002 – 2020 in 2002. The Land Use Element of the General Plan directs the location and form of future development in the city.

The General Plan includes 11 land use designations that allow residential development at a variety of densities (see Table C-1). *Density* is used for residential land use designations and is described in terms of dwelling units per net acre of land (du/acre). For mixed use designations, *intensity* is used, expressed as the floor area ratio (FAR) of total gross floor area of all buildings on a lot and the total land area of that lot (e.g., a single-story building that covers half of the lot would have an FAR of 0.50:1).

Additionally, the General Plan requires "development projects within the Low and Medium Density Multi-Family and Senior Housing designations to be developed at 75 to 100 percent of the

maximum density permitted by the associated zoning unless the City Council determines that a less dense project is in the best interest of the community.”¹

Table C-1: City General Plan Residential Land Use Designations

General Plan Designation	Maximum Density/Intensity	Description
Single-Family Large Lot	2.0	Detached single-family homes on large lots.
Single-Family Medium Lot	4.0	Detached single-family homes.
Single-Family Small Lot	10.0	Detached single-family home on smaller lots.
Low Density Multi-Family	15.0	Detached and attached single-family homes, condominiums, duplexes, and apartments.
Senior Housing	28.0	Detached and attached single-family homes, condominiums, duplexes, and apartments for seniors
Medium Density Multi-Family	38.0	Detached and attached single-family homes, condominiums, and apartments.
Neighborhood Commercial		Retail uses serving the needs of nearby neighborhoods. Specified areas may also include general business, medical, or professional office uses. Residential development is allowed by right at Foothill Plaza.
<i>Foothill Plaza</i>	2.0:1 w/ residential	
<i>All other locations</i>	0.5:1 w/ residential	
Downtown Commercial		General retail uses and service, commercial recreational, cultural, and office uses that serve local residents. Higher density residential uses that enhance the village character of the Downtown are also allowed by right in the Core and Periphery areas above the ground floor. Such uses may be allowed elsewhere, subject to Use Permit approval.
<i>Downtown Core</i>	2.0:1 w/ residential	
<i>Downtown Periphery</i>	2.0:1 w/ residential	
Thoroughfare Commercial		Retail, service, and small office uses that typically rely on vehicle traffic and serve the city and/or regional market. Permits mixed use development and affordable residential opportunities along El Camino Real Corridor.
<i>El Camino Real Corridor</i>	1.5:1 w/ mixed-use	
Public and Institutional	0.6:1	Government, institutional, academic, group residence, church, community service uses, easements, rights-of-way, facilities of public and private utilities, and parking.
Planned Community	Varies	Various single-family and residential densities and housing types, as well as community facilities, private schools, recreational areas, religious facilities, education or philanthropic institutions, public utilities and services, hospitals, and open space areas.
<i>Source: City of Los Altos General Plan (2002)</i>		

¹ Los Altos General Plan, Land Use Element, p.8

Specific Plans

The City has adopted specific plans to guide the development in certain areas of the city. These specific plans provide unique standards based on special considerations within the planning areas.

Loyola Corners Specific Plan

The Loyola Corners Specific Plan was developed in 1990 and updated in 2017. It is a document that identifies potential growth, vehicle circulation and parking, building design standards and an implementation schedule for area enhancements. The intent of the update was to simplify the plan and clarify the policies and standards, clarify implementation of the plan, and remove outdated and unnecessary requirements. The updates were adopted by the City Council on October 10, 2017.

The Loyola Corners Specific Plan covers approximately 17 acres located along Foothill Expressway in the southwest portion of Los Altos. The commercial portion is within the Commercial Neighborhood (CN) District but subject to additional requirements of the Loyola Corners Specific Plan Zone District (LC/SPZ) (Municipal Code Chapter 14.42), primarily applicable to nonresidential uses. However, the 2017 amendments limit residential development to an increase of 20 additional dwelling units; such units are required to be between 1,500 and 8,000 square feet (Resolution 2017-41). These limitations on unit size and density are more restrictive than applied elsewhere in the city (e.g., other areas in the CN District). The Housing Crisis Act of 2019 (Senate Bill 330, Government Code §66300) prohibits jurisdictions from implementing any provision that limits the number of housing unit approvals or permits that can be issued or acts as a cap on the number of housing units that can be approved or constructed over any period. These provisions of the Housing Crisis Act went into effect on January 1, 2020, and remain in effect until January 1, 2030². While the Housing Crisis Act preempts and precludes the City’s enforcement of the Loyola Corners Specific Plan density cap while the Housing Crisis Act is in effect, the City should reassess and amend the Loyola Corners Specific Plan’s density cap to facilitate housing in this area (Program 1.E).

Sherwood Gateway Specific Plan

The Sherwood Gateway Specific Plan is designed to help accomplish two goals: economic revitalization of the City's Sherwood Gateway; and preservation of the surrounding neighborhood’s residential character. The plan was developed in 1999 and updated in 2008. This Specific Plan area contains both commercial and residential uses and is located southwest of El Camino Real, centered primarily around San Antonio Road and Sherwood Avenue. A significant

² The Housing Crisis Act (HCA), originally set to expire in 2025, was extended to 2030 by SB 8. SB 8 further extended specific provisions of the HCA to 2034 (e.g., prohibition of conducting more than five hearing and vesting rights for housing projects that submit a qualifying preliminary application).

focus of the Specific Plan is urban design, circulation, and aesthetic improvements; standards in the underlying zones apply.

Downtown Vision Plan

The City prepared a Downtown Vision Plan (Vision Plan) to help shape the future of Downtown Los Altos, which was approved in 2018. The purpose of the Vision Plan is to provide the community with a vision for the future of the Downtown triangle to guide growth and development over the next 20 years. This Vision Plan acts as the guiding document for future development of the Downtown, maintaining the community’s history, values, and desired intensity of development, while also allowing for incremental change intended to facilitate a unique, vibrant village that exemplifies the exceptional character and qualities of Los Altos.

Zoning Districts

The Zoning Code is Title 14 of the Los Altos Municipal Code. The Zoning Code, Zoning Map, specific plans, and application forms that contain compiled lists of information required for a development project are available on the City’s website consistent with Government Code §65940.1(a)(1). This Section analyzes the Zoning Code and the districts which allow residential development, including commercial districts which allow multi-family residential development. Table C-2 lists the districts that allow residential development with a description of each.

Table C-2: Zoning Districts that Allow Residential Development

Zoning District	Description
Single-Family (R1-40)	Provide for single-family detached homes on lots with a minimum site area of 40,000 square feet.
Single-Family (R1-20)	Provide for single-family detached homes on lots with a minimum site area of 20,000 square feet.
Single-Family (R1-H)	Provide for single-family detached homes on lots with a minimum site area of 20,000 square feet and larger rear yard setbacks than the R1-20 District.
Single-Family (R1-10)	Provide for single-family detached homes on lots with a minimum site area of 10,000 square feet.
Multiple-Family (R3-5)	Provide for apartments and two-family units such that there is not more than one dwelling unit per 5,000 square feet of lot area.
Multiple-Family (R3-4.5)	Retain and enhance the character of the Stevens Place and Marshall Court area as a two-family dwelling unit neighborhood.
Multiple-Family (R3-3)	Provide for apartments and two-family units such that there is not more than one dwelling unit per 3,000 square feet of lot area.
Multiple-Family (R3-1.8)	Provide for multi-family residential units such that there is not more than one dwelling unit per 1,800 square feet of lot area.
Multiple-Family (R3-1)	Provide for multi-family residential units such that, after reaching 10 units on the first 14,200 square feet, there is not more than one dwelling unit for each additional 1,000 square feet.
Commercial Thoroughfare (CT)	Encourage a variety of mixed-use residential developments, including affordable housing development, that promote the economic and commercial success of Los Altos.

Table C-2: Zoning Districts that Allow Residential Development

Zoning District	Description
Commercial Neighborhood (CN)	Allow for a mix of pedestrian-scale commercial and residential uses while retaining and enhancing the neighborhood convenient character.
Commercial Retail Sales (CRS)	Retain and enhance the Downtown Los Altos village atmosphere and provide for a mix of uses emphasizing ground floor retail businesses and services with housing above.
Commercial Downtown (CD)	Provide for a full range of uses appropriate to Downtown while preserving and improving the character of the area immediately surrounding the existing Downtown pedestrian district.
Commercial Downtown/Multiple-Family (CD/R3)	Provide for a full range of retail, office, and service uses appropriate to Downtown while retaining and enhancing its village atmosphere.
Commercial Retail Sales/Office (CRS/OAD)	Provide for a full range of retail, office, and service uses appropriate to Downtown while encouraging pedestrian-scale design.
Public and Community Facilities/Single-Family (PCF/R1-10)	Provide for the construction, use, and occupancy of government, public utility, and educational buildings, as well as single-family detached homes on lots with a minimum site area of 10,000 square feet.
<i>Source: City of Los Altos Municipal Code, Title 14 (Zoning)</i>	

Development Standards

Development standards can constrain new residential development if the standards make it economically infeasible or physically impractical to develop a particular lot, or there are not suitable parcels which meet the development criteria for building form, massing, height, and density in a particular district.

Through its Zoning Code, the City enforces minimum site development standards for new residential uses. Table C-3 summarizes the basic standards for the City's districts that allow residential development.

Table C-3: Development Standards in Zones that Allow Residential Development

Zoning District	Min. Site Area (sq.ft.)	Max. Density (units/acre)	Max. Site Coverage	Max. Structure Height	Min. Setbacks (ft.)			FAR
					Front	Exterior Side	Rear	
R1-40	40,000 Corner: 41,000	1.1	20%	27 ¹ Flag: 20	50	30	50	<11,000 sq.ft.: 35% >11,000 sq.ft.: 3,850 sq.ft. + 10% net lot area minus 11,000 sq.ft.
R1-20	20,000 Corner: 21,000	2.2	25%	27 ¹ Flag: 20	30	25	35	
R1-H	20,000 Corner: 21,000	2.2	25%	27 ¹ Flag: 20	30	25	50	
R1-10	10,000 Corner: 11,000 Flag: 15,000	4.4	35% 1-story 30% 2-story	27 ¹ Flag: 20	25	20	25	
R3-5	43,560 (1 acre)	8.7	30%	30 or 2-story, whichever is less Within 100 ft. of R1-10: 15	40	15 Corner/abutting R1-10: 25	30 Abutting R1-10: 40	–
R3-4.5	9,000	9.7	40% of total gross site area where 1-story development does not exceed 20 ft.	20 2-story: 27	20-30 Abutting R1-10: 20			See R1 standard
R3-3	21,000	14.5	30%	30 or 2-story, whichever	40	15 Corner/abutting R1-10: 25	30 Abutting R1-10: 40	–

Table C-3: Development Standards in Zones that Allow Residential Development

Zoning District	Min. Site Area (sq.ft.)	Max. Density (units/acre)	Max. Site Coverage	Max. Structure Height	Min. Setbacks (ft.)			FAR
					Front	Exterior Side	Rear	
R3-1.8	Vacant: 7,100 Existing structures: 14,000	24.2	40%	is less Within 100 ft. of R1-10: 15	20	7.5 Corner: 15 Abutting R1-10: 25	30 Abutting R1-10: 40	–
R3-1	7,100	38.0	40%	35 or 3-story, whichever is less Within 100 ft. of R1-10: 30	20	7.5 Corner: 15 + 5 for each story above 1st or 10 ft. in height	25	–
CT	20,000	38.0	–	45	25	4 Across the street from an R district: 30 Abutting an R district, portion of structure ≤30 ft. in height: 40 Abutting an R district, portion of structure >30 ft. in height: 100	0 Across the street from an R district, ≤30 ft. in height: 30 Across the street from an R district, >30 ft. in height: 70 Abutting an R district, ≤30 ft.: 40 Abutting an R district, >30 ft. in height: 100	–
CN	–	–	–	30	If across a street from an R district: 40	0 Across the street from an R district: 40 Abutting an R district: 50	20	None; 35%: Woodland Plaza, Rancho Shopping Center
CRS	–	–	–	30	0	–	0	–

Table C-3: Development Standards in Zones that Allow Residential Development

Zoning District	Min. Site Area (sq.ft.)	Max. Density (units/acre)	Max. Site Coverage	Max. Structure Height	Min. Setbacks (ft.)			FAR
					Front	Exterior Side	Rear	
							Abutting a public parking plaza: 2 Abutting an alley: 10	
CD	-	-	-	30	2	0 Abutting a public street/parking plaza: 2	0 Structures >15 ft. in height: 15 Abutting a public street/parking plaza: 2 Abutting a public street/alley: 10	-
CD/R3	-	-	-	Entirely res. project: 35 MU projects: 30	Entirely res. projects: 10 MU projects: 2	0 Abutting a public street/parking plaza: 2	Entirely res. projects: 10 MU projects: 2	-
CRS/OAD	-	-	-	30	0	0 Abutting a public street/parking plaza: 2	0 Abutting a public parking plaza: 2 Abutting an alley: 10	-

" - " indicates a standard which was not specified in the Municipal Code.

¹The maximum structure height may be limited to 20 feet or one story if subject to the Single-Story Single-Family Overlay District (R1-S).

Source: City of Los Altos Municipal Code, Title 14 (Zoning)

In addition to the residential and mixed-use districts described above, the City also has a Planned Community District (PC) and a Planned Unit Development (PUD) District. The PC District is intended to provide the long-term development of properties of at least 20 acres and requires approval of a master plan. The PUD District is intended to provide options for developments which confirm with the objectives of the Zoning Code but deviate in certain respects from the zoning standards. The PUD District is divided into five subdistricts, all of which allow residential uses. Table C-4, below, provides a summary description of development standards for these subdistricts.

Table C-4: Development Standards for Planned Unit Developments (PUDs)¹

	PUD/RI Cluster	PUD/R	PUD/OA	PUD/C	PUD/SC
Permitted Residential Uses	Single-family dwellings	All permitted uses in R1-10/R3-5	All permitted uses in R1-10, R3-5, OA-1	All permitted uses in CN, CD, CRS, CT, OA-1, R1-10, R3-5	Housing and medical care facilities for senior citizens
Site Area	R1-10: 1 acre R1-H/R1-20: 2 acres R1-40: 5 acres	5 acres Frontage on Chester Circle: 3 acres			-
Standards	Development standards shall be no less than the maximum prescribed by the regulations for the zoning district which is comparable to the use proposed				
¹ Most properties in the PC and PUD districts are built out. <i>Source: City of Los Altos Municipal Code, Title 14 (Zoning)</i>					

Development Standards Analysis

The basic development standards allow a moderate amount of density and intensity for residential development. The large-lot, single-family districts (R1-20, R1-H, and R1-40) are typically found in hillside areas just outside City limits (but within its sphere of influence) where steep slopes and other environmental constraints dictate larger lots, greater setbacks, and increased open space. Opportunities for denser housing are primarily located adjacent to the Downtown core and along El Camino Real on the City’s northern border with Mountain View and Palo Alto.

Downtown

The CD/R3 District allows maximum structure heights comparable to the R3-1 and R3-1.8 districts and smaller setbacks. For mixed-use projects in the CD/R3 District, maximum structure heights are limited to 30 feet, slightly lower than entirely residential projects (35 feet), but with reduced setbacks comparable to adjacent commercial districts. This 30-foot height limitation is also applicable to other mixed-use districts (i.e., CD, CRS, CN).

Height limits in CD/R3 and CD districts were reduced in 2016 by Ordinance No. 2016-428. This Ordinance reduced allowed building heights from 45 feet to 30 feet for commercial or mixed-use

structures and reduced entirely residential building heights in the CD/R3 district from 35 feet to 30 feet. The passage of this Ordinance was contentious, with disagreement between the City’s Downtown Buildings Committee (DBC), which recommended reducing height limits, and the Planning and Transportation Commission, which did not recommend reducing height limits. The City Council eventually voted 3-2 to reduce height limits.

The 30-foot height limit for mixed-use projects is a potential constraint to housing development, as when it is combined with the ground floor minimum interior ceiling height of 12 feet, vertical mixed-use projects are limited to only two stories. However, projects often receive a height concession resulting from adherence to the City’s inclusionary housing requirements and as allowed through on-menu concessions (see later sections for Inclusionary Housing and Density Bonus and Incentives for Affordable Housing).

Height limits in all Downtown districts (i.e., CD/R3, R3-1, CD, CRS, and CRS/OAD) are also addressed by the 2018 Downtown Vision Plan (see “Specific Plans” above). Though the Downtown Vision Plan is a guiding document for the Downtown area, it explicitly discusses the community division over the topic of building heights along certain Downtown streets. In fact, community feedback recorded during deliberation over Ordinance No. 2016-428 also included comments to not reduce height limits until the visioning process (ongoing at the time) had concluded. Though “Downtown Districts” defined in the Downtown Vision Plan do not exactly align with Zoning Code districts, the Vision Plan recommends heights closer to those implemented before the 2016 Ordinance (e.g., maximum of 45 feet for mixed-use development on certain parcels in the CD/R3, CRS, and CD districts). To facilitate housing development Downtown, particularly in a mixed-use configuration, Program 3.B would result in amending the Zoning Code to implement the Downtown Vision Plan height recommendations.

Commercial Neighborhood District

The 30-foot height limit also applies in the CN District. While there is no minimum ground floor ceiling height requirement in this District, only mixed-use projects are allowed, essentially limiting vertical mixed-use projects to only two stories³. As discussed above, although projects often receive a height concession, this height limit is a constraint to the development of residential mixed-use projects and would be evaluated and addressed through Program 3.B.

Specific floor area ratio (FAR) limitations apply to two areas in the CN District: Rancho Shopping Center and Woodland Plaza. In these two areas, the maximum FAR is 0.35, while no other properties in the CN District have an FAR limit. These two areas are currently occupied by single story commercial development with substantial surface parking. This FAR standard is a constraint on the development of housing in these areas and would be removed under Program 3.C.

³ The Loyola Corners Specific Plan, which includes properties within the CN District, identifies a maximum height of 30 feet and two stories (Resolution 2017-41).

Commercial Thoroughfare District

The Commercial Thoroughfare (CT) District is located along El Camino Real with a maximum density of 38 units per acre and a maximum height of 45 feet. Development trends in this area are showing much higher densities and heights being built (see Appendix B, Table B-5). Furthermore, other mixed-use districts do not have maximum density standards, and heights across El Camino Real in Mountain View are up to 10 stories (i.e., Avalon Towers on the Peninsula). Therefore, to continue to facilitate housing in the CT District, the City will increase or remove the density maximum and evaluate increasing the height allowed in the CT District to ensure higher densities can be accommodated (Program 1.B).

Parking Requirements

Required parking rates for residential uses in districts that allow residential are shown in Table C-5.

Table C-5: Residential Parking Rates

Zoning District	Required Spaces Per Dwelling Unit
R1-10, R1-20, R1-H, R1-40	2 spaces (1 covered)
R3-3, R3-4.5, R3-5	2 spaces (1 covered)
R3-1 ¹	
<2 rooms in addition to kitchens/bathrooms	1.5 spaces (underground)
2+ rooms in addition to kitchens/bathrooms	2 spaces (underground)
Visitor parking	1 space per 4 dwelling units
R3-1.8	
<2 rooms in addition to kitchens/bathrooms	1.5 spaces (1 covered)
2+ rooms in addition to kitchens/bathrooms	2 spaces (1 covered)
Visitor parking	1 space per 4 dwelling units
CN, CD, CD/R3, CRS/OAD, CRS, CT ²	
<2 rooms in addition to kitchens/bathrooms	1.5 spaces
2+ rooms in addition to kitchens/bathrooms	2 spaces
Visitor parking ³	1 space per 4 dwelling units
Emergency shelters	0.25 spaces per bed, 0.2 bike spaces per bed, 1 space per family room, 1 space per employee on duty
¹ Projects with a site area less than 30,000 sq. ft. may provide up to 50% of the required parking above-ground. The proposed parking plan shall be subject to the approval of the Commission and Council. ² For those properties which participated in a public parking district, no parking shall be required for the net square footage which does not exceed 100% of the lot area. ³ Mixed use projects may substitute nonresidential parking spaces for visitor use in-lieu of providing dedicated visitor parking spaces, subject to approval of the Commission and Council. Source: City of Los Altos Municipal Code, Ch. 14.74 (Off-Street Parking and Loading)	

Parking Requirements Analysis

The City provides a limited alternative to satisfying minimum parking requirements in Section 14.74.170 (Common Parking Facilities). Either through private agreement or by utilizing a public assessment district, a common parking facility may be used to satisfy the required area or number of spaces for each permitted use. The total number of spaces allocated cannot be less than the sum of the individual requirements and must be within 300 feet of the site of the permitted use(s). Planning and Transportation Commission approval is required for a common parking facility.

Public comments included that parking rates were a constraint to the development of housing, particularly in the Downtown area where lot sizes are smaller. To address parking constraints, a study should be conducted to identify parking management strategies for Downtown and assess parking requirements citywide (Program 3.A). That assessment should evaluate reducing minimum required parking rates, offering higher rates of reduced parking for properties participating in a public parking district, establishing lower parking rates for small units (e.g., studios), providing more flexibility for underground parking, and other alternatives (e.g., in-lieu fees). Additionally, the City will assess parking requirements generally, including the required parking design dimensions (e.g., parking stall and lane dimensions), and modify those requirements where appropriate to reflect best practices and innovations in parking design. Furthermore, the City is working on a vehicle miles traveled policy and transportation demand management plan to promote efficient land use planning and facilitate alternative modes of transportation (Program 4.J).

Provisions for a Variety of Housing

The City has adopted provisions in its Zoning Code that facilitate a range of residential development types. Table C-6 provides a list of housing types and the zoning districts in which they are permitted, require a conditional use permit, or are not permitted.

Table C-6: House Types Permitted by Zoning District

Housing Type	Zoning Districts ¹																	
	R1-10	R1-H	R1-20	R1-40	R3-4.5	R3-5	R3-3	R3-1.8	R3-1	CN	CD	CRS	CT	CD/R3	CRS/OAD	PC	PCF	PCF/R1-10
Single-family residences	P	P	P	P	-	-	-	-	-	-	-	-	-	P	-	P	-	P
Accessory dwelling units (ADUs) ²	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Two-family dwelling units	-	-	-	-	P	-	-	-	-	-	-	-	-	P	-	-	-	-
Multi-family residential dwelling units	-	-	-	-	-	P	P	P	P	-	-	-	C	P	-	p ³	-	-
Housing located above the ground floor	-	-	-	-	-	-	-	-	-	C	C	C	-	-	C	-	-	-
Mixed-use projects	-	-	-	-	-	-	-	-	-	C	-	-	C	-	-	-	-	-
Emergency shelters	-	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	-	-
Single-room occupancy housing	-	-	-	-	-	-	-	-	-	-	-	-	C	-	-	-	-	-
Hospitals, convalescent hospitals, residential care homes, and nursing homes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P	C	C
Manufactured home	-	-	-	-	-	-	-	-	-	-	-	-	-	P	-	-	-	-
P = Permitted C = Conditionally Permitted - = Not Permitted/Not Specified																		

Table C-6: House Types Permitted by Zoning District

Housing Type	Zoning Districts ¹																
	R1-10	R1-H	R1-20	R1-40	R3-4.5	R3-5	R3-3	R3-1.8	R3-1	CN	CD	CRS	CT	CD/R3	CRS/OAD	PC	PCF
¹ See Table C-4 for allowed uses in PUD zoning districts. ² Pursuant to Chapter 14.14 (Accessory Dwelling Units), Section 14.14.030 (Location Permitted), ADUs may be permitted on parcels zoned for multi-family or single-family dwellings. ³ Specific to senior citizen housing in the PC District. <i>Source: City of Los Altos, Title 14 (Zoning)</i>																	

Multi-Family

Multi-family dwellings are permitted in the R3-4.5, R3-5, R3-3, R3-1.8, R3-1, and CD/R3 zoning districts on properties that meet the site development standards described in Table C-3. Standalone multi-family dwellings are allowed with a conditional use permit in the CT District, and residential mixed-use is allowed with a conditional use permit in the CN, CD, CRS, CT, and CRS/OAD zoning districts. To facilitate housing, the City will amend the Zoning Code to allow the following as permitted uses (Program 3.F):

- Residential mixed-use in the CN, CD, CRS, CT, and CRS/OAD districts; and
- Multi-family in appropriate areas of mixed-use districts (e.g., not on the ground floor along the main thoroughfare(s) when within a certain distance of high traffic intersections, etc.).

The City has a condominium conversion ordinance (Chapter 14.26) for the purposes of maintaining an adequate supply of rental housing and reducing the displacement of long-term residents, particularly senior citizens. Chapter 14.26 prohibits existing apartments from being converted into condominiums unless the number of apartment units being offered for rent or lease in the city is equal to or less than five percent of the total number of apartment units in the city. As noted in Appendix A, Needs Assessment, the rental vacancy rate in Los Altos remains below five percent (3.1 percent).

Accessory Dwelling Units (ADUs)

Zoning Code Chapter 14.14 (Accessory Dwelling Units) provides supplemental standards for ADUs and Junior ADUs. These standards were adopted October 27, 2020 to reflect current State law. The City prohibits the use of ADUs as short-term rentals and, as indicated in State law, requires a rental period of greater than 30 days. A restrictive covenant is required to be recorded against a lot containing an ADU to address the restrictions and regulations established in Chapter 14.14. Additionally, while the Code identifies that the City will conduct annual ADU rental income surveys whereby each property owner may voluntarily share the rental income for the unit for the City to use in its annual progress reports (Section 14.14.090), this has not been conducted; the City will conduct these surveys consistent with Program 2.E.

The City complies with State law for processing times related to ADUs (i.e., within 60 days or less). On its website, the City provides an informative four-page handout describing ADU standards, a zoning clearance application/checklist, and a link to an “ADU calculator” that helps homeowners estimate the cost of converting part of their home into (or constructing) an ADU. However, public comments identified that the ADU process should continue to be streamlined, and Program 2.D would result in continued facilitation and streamlining of ADUs.

Emergency Shelters/Low Barrier Navigation Centers

The Zoning Code defines “emergency shelter” as housing with minimal supportive services for homeless persons, pursuant to Health and Safety Code §50801, that is limited to occupancy of six months or less by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay. Emergency shelters are allowed by right in the CT and

PUD/C zoning districts provided they meet the site development standards in Table C-3 and the parking requirements in Table C-5; no additional standards are imposed. Although emergency shelters are not exempt from design review (see Section C.2.4), design review findings applied to emergency shelters would be objective, and therefore, emergency shelters would be permitted without any discretionary actions or exceptions.

The CT District is located on the northern edge of the City along El Camino Real, and the PUD/C District is generally the same area (i.e., the northernmost portion of Los Altos), accessible by San Antonio Road. The above-described areas are serviced by the Santa Clara Valley Transportation Authority, who provides bus service throughout Santa Clara County, including Los Altos. These areas have access to Bus Routes 22, 40, and 522, which operate throughout the day from morning until night, including weekends and holidays. These routes include multiple bus stops, particularly along El Camino Real and San Antonio Road, and provide access to schools, churches, retail, groceries, and medical care. Multiple parcels in the CT District are included in the sites inventory as underutilized/nonvacant sites for housing development over the planning period (see Appendix B, Sites Inventory & Methodology). These parcels comprise approximately 8.5 acres of largely surface parking and commercial buildings.

According to the 2019 Point-in-Time (PIT) count, there were an estimated 76 persons experiencing homelessness in Los Altos. Conservatively assuming 600 square feet per bed, 45,600 square feet of floor area would be required to house 76 people experiencing homelessness. The CT District has no maximum site coverage or FAR but allows buildings up to 45 feet in height. The above-listed housing sites in the CT District total approximately 370,000 square feet and have sufficient capacity to accommodate the square footage for an emergency shelter(s) housing 76 people.

The number of required parking spaces for an emergency shelter is lower compared to that required for multi-family (see Table C-5). Therefore, these requirements are consistent with State law, which prohibits requiring more parking for emergency shelters than is required for other residential or commercial uses within the same zone (Government Code §65583(a)(4)(A)). Additionally, one parking space per employee and agency vehicle is required, providing sufficient parking for emergency shelter staff.

However, the Zoning Code does not address low barrier navigation centers (LBNCs), defined as Housing First, low-barrier, service enriched shelters focused on moving people into permanent housing that provide temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing (Government Code §65660). State law requires LBNCs to be permitted by-right in areas zoned for mixed-use and nonresidential zones permitting multi-family uses provided they comply with the provisions establish by AB 101 (Government Code §65662) (e.g., CD/R3, CN, CD, CRS, CT, CRS-OAD districts). Program 4.C requires the Zoning Code to be amended to allow LBNCs in the appropriate zones consistent with AB 101.

Transitional Housing and Supportive Housing

In addition to emergency shelters, transitional housing is a type of housing used to further facilitate the movement of homeless individuals and families to permanent housing. It can serve those who are transitioning from rehabilitation or other types of temporary living situations (e.g., domestic violence shelters, group homes, etc.). Transitional housing can take several forms, including group quarters with beds, single-family homes, and multi-family apartments, and typically offers case management and support services to return people to independent living (usually between six and 24 months). Transitional housing is defined in Government Code §65582(j) as buildings configured as rental housing development but operated under program requirements that call for the termination of assistance and recirculation of the assisted unit to another eligible program recipient at some predetermined future point in time, which shall be no less than six months.

Supportive housing is defined in Government Code §65582(g) as housing with no limit on length of stay, that is occupied by the target population, and that is linked to an on-site or off-site service that assists the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live and, when possible, work in the community.

Transitional and supportive housing must be allowed in all zones that allow residential uses and subject to the same development standards that apply to other residential uses of a similar type within these zones. Furthermore, AB 2162 (Government Code §65650-65656) requires supportive housing to be allowed by-right in zones where multi-family and mixed-uses are permitted, including nonresidential zones that allow multi-family uses, if the proposed development meets certain criteria (e.g., deed restricted for 55 years to lower income households, serving “target population” of homeless individuals, minimum area dedicated for supportive services, etc.).

The City does not currently allow transitional and supportive housing in any zoning districts. Although the 5th Cycle Housing Element Program 3.2.2 directed the City to amend the Zoning Code to define and permit these uses, this has not been completed. The City will amend the Zoning Code to allow such uses consistent with State law (see Program 4.D).

Employee Housing

Health and Safety Code §17021.5 requires employee housing (also called farmworker housing) for six or fewer persons to be treated as a single-family structure and residential use. Section 17021.6 requires that employee housing consisting of no more than 36 beds in group quarters designed for use by a single family or household to be treated as an agricultural use. No conditional use permits, zoning variances, or other zoning clearance are to be required.

The City does not currently allow employee housing in any zoning district. Although the 5th Cycle Housing Element Program 2.1.3 directed the City to amend the Zoning Code to allow employee housing, this has not been completed. Program 4.E is included to amend the Zoning Code to reflect State law provisions for employee housing.

Single-Room Occupancy (SROs)

A single-room occupancy (SRO) unit is considered a small, affordable housing unit that can serve as an entry point into more stable or long-term housing for people who previously experienced homelessness. The City defines SROs as a residential project with small units between 150 and 350 square feet each, with or without integral bathroom and/or kitchen facilities.

The Zoning Code allows SRO units in the CT and PUD/C districts with a conditional use permit. See Emergency Shelters/Low Barrier Navigation Centers, above, for a discussion of suitability of the CT District for housing development. Also, see Section C.2.4 (Permit and Procedures) for a discussion of the conditional use permit process and required findings.

Manufactured and Mobile Homes

Though the City does not contain existing mobile home parks, mobile and manufactured homes can be an important source of housing choice and affordability. As manufactured homes that meet certain requirements must be permitted in mobile home parks and are frequently regulated by jurisdictions together, they are discussed here jointly.

Government Code §65852.3 requires cities to allow and permit manufactured and mobile homes on a permanent foundation in the same manner and in the same zone as a conventional stick-built structure, subject to the same development standards that a conventional single-family home on the same lot would be subject to.

While it is the City’s practice to treat manufactured homes on a foundation as a conventional single-family home (consistent with Government Code §65852.3), the Zoning Code does not reflect this practice. The sole reference to manufactured homes is located in Chapter 14.14 (Accessory Dwelling Units), where manufactured homes are identified as being included in the Code’s definition of an ADU.

Under Program 3.J, the City will amend the Zoning Code to clarify compliance with State law and explicitly allow manufactured homes on a permanent foundation, subject to the same regulations as single-family homes.

Residential Care Facilities

State law requires local governments to treat licensed residential care facilities (sometimes called group homes) with six or fewer residents as a residential use and subject to the same development standards as a single-family dwelling. Furthermore, no conditional use permit, zoning variance, or other zoning clearance shall be required of a residential facility that serves six or fewer persons that is not required of a family dwelling of the same type in the same zone. The residents and operators of a residential care facility shall be considered a family for the purposes of any law or zoning ordinance that relates to the residential use of property. However, “six or fewer persons” does not include the operator, operator’s family, or persons employed as staff.

The City defines a residential care home as a structure in which nonmedical services are provided for persons 60 years of age and over, pursuant to Health and Safety Code §1569.2. As shown in

Table C-6, the Zoning Code includes residential care homes as part of a collective use designation for “Hospitals, convalescent hospitals, residential care homes, and nursing homes.” This designation is permitted by right in the PC District and requires a conditional use permit in the PCF and PCF/R1-10 zoning districts.

To facilitate compliance with State law, the current collective use designation should be separated into individual uses: residential care facility (six or fewer persons), residential care facility (seven or more persons), and other medical facility designations as desired. Consistent with State law, the Zoning Code should be amended to permit residential care facilities for six or fewer persons in all residential districts, as well as districts where single-family homes are allowed by right, and treat them as a residential use. While the City may require a conditional use permit for large residential care facilities (seven or more persons), all residential care facilities should be processed without discretionary review (i.e., subject only to objective standards). Additionally, residential care facilities should not be limited to individuals of 60 years of age or over. These changes are included in Program 3.I.

The City does not currently define a “family” as including unrelated individuals living as a single unit, which may unnecessarily limit the operation of residential care facilities. Program 3.I directs the City to add a barrier-free definition of “family” that encompasses unrelated individuals living together as a single residential unit.

Housing for Persons with Disabilities

Persons with disabilities normally have certain housing needs that include accessibility of dwelling units, access to transportation, employment, and commercial services; and alternative living arrangements that include on-site or nearby supportive services. The Lanterman Developmental Disabilities Services Act (§5115 and §5116) of the California Welfare and Institutions Code declares that mentally and physically disabled persons are entitled to live in normal residential surroundings. This classification includes facilities that are licensed by the State to provide permanent living accommodations and 24 hour, primarily non-medical care and supervision for persons in need of personal services, supervision, protection, or assistance for sustaining the activities of daily living. It includes hospices, nursing homes, convalescent facilities, and group homes for minors, persons with disabilities, and people in recovery from alcohol or drug addictions.

The City ensures that new housing developments comply with California building standards (Title 24 of the California Code of Regulations and the Americans with Disabilities Act (ADA)) and federal requirements for accessibility. Also, per Table C-5 above, there are no parking reductions for housing types for persons with disabilities. Program 3.A directs the City to amend the Zoning Code to include parking reductions for housing for persons with disabilities, seniors, and other housing types which may not require the standard number of spaces.

Reasonable Accommodation

Both the federal Fair Housing Act and the California Fair Employment and Housing Act direct local governments to make reasonable accommodations (i.e., modifications or exceptions) in their

zoning laws and other land use regulations when such accommodations may be necessary to afford disabled persons an equal opportunity to use and enjoy a dwelling. For example, it may be reasonable to accommodate requests from persons with disabilities to waive a setback requirement or other standard of the Zoning Code to ensure that homes are accessible for the mobility impaired. Whether a particular modification is reasonable depends on the circumstances.

The Zoning Code does not currently contain procedures for reasonable accommodations. Under Program 4.F, the City will adopt reasonable accommodation procedures compliant with State law.

Density Bonus and Incentives for Affordable Housing

Section 14.28.040 (Density Bonuses) provides density bonus provisions pursuant to State Density Bonus requirements (Government Code §65915 et seq.) to increase the production of affordable housing. Developments identified in this Section are eligible for density bonuses and/or incentives, as well as parking requirement alterations and waivers. The percentage density bonus and number of incentives granted varies based on development type and the percentage of affordable units constructed. Density bonuses and incentives are also available for developments which provide housing for transitional foster youth, disable veterans, or homeless persons; include a childcare facility; convert apartments into condominiums; and for residential projects that include the donations of land for the construction of very low-income housing.

Subsection F provides incentive standards and a list of “On-Menu” incentives that the Council has determined would not have a specific, adverse impact. These incentives are:

- A 20 percent increase in lot coverage limits;
- A 20 percent decrease in lot width requirements;
- Up to a 35 percent increase in the maximum floor area ratio for applicable zoning districts;
- Up to an 11-foot increase in allowable height;
- Up to a 20 percent decrease in required setbacks (except for properties abutting R1 zoned properties); and
- Up to a 20 percent decrease from open space requirements.

An applicant may request an “Off-Menu” incentive not included above, so long as the incentive meets the definition under State law. The review authority will determine whether any such requested incentive may have a specific, adverse impact.

These provisions were most recently updated in 2019. In 2020, the adoption of AB 2345 increased the allowed density bonus from 35 percent to 50 percent for qualifying development projects and altered a variety of minor density bonus requirements. Program 3.E directs the City to amend the Zoning Code to update its density bonus provisions to be in compliance with State law.

Inclusionary Housing

Inclusionary Housing Provisions

The City provides for the development of affordable housing for lower-income households in Chapter 14.28 (Multiple-Family Affordable Housing). This Chapter utilizes inclusionary housing policies, requiring 15 percent of the total units in multiple-family residential projects of five to nine units (both rental and for-sale) to be designated as affordable at the moderate-, low-, or very low-income level. For rental projects of 10 or more units, either 20 percent of the units must be designated as affordable at the low-income level or 15 percent at the very low-income level. For-sale projects of 10 or more units must designate 15 percent of units as affordable, with a majority affordable at the moderate-income level and the remaining units at the low- or very low-income level. Unless otherwise approved by the Council, affordable units must be dispersed throughout the project, constructed concurrently with market rate units, and shall not be significantly distinguishable by size, design, construction, or materials.

Though the primary emphasis of these provisions is for affordable units to be constructed in conjunction with market rate units within the same project, this may not always be practical. As an alternative to providing the required affordable housing units, Section 14.28.020 (Applicability) indicates that payment of an in-lieu fee is permitted for projects with five to nine units. Municipal Code Chapter 3.49 (Affordable Housing Impact Fees) establishes provisions for the calculation and payment of this fee.

Municipal Code Chapter 3.49 (Affordable Housing Impact Fees) requires the payment of housing impact fees for all new for-sale residential developments, multiple-family residential rental developments, and non-residential developments that result in a net increase of one unit or more (for residential projects) or 500 square feet or greater of new floor area (for non-residential projects). It also provides further alternatives to the on-site provision of affordable units beyond the payment of a housing impact fee, including the designation of affordable units at an off-site location or the dedication of land within City limits for the construction of affordable units. However, the City has not adopted a resolution establishing the amount of an affordable housing impact fee. Under Program 2.B, the City will conduct an analysis to support the establishment of an affordable housing in-lieu fee for residential developments and a commercial linkage fee for affordable housing.

Inclusionary Housing Analysis

The City has implemented inclusionary housing requirements since 1995. Since that time, Los Altos has continued to experience new development and housing production. Between 2015 and 2020, 590 housing units were issued permits in Los Altos; of these, 558 were above moderate units, two were moderate income units, 28 were low-income units, and two were very low-income units (see Appendix A, Housing Needs Assessment, Table A-12). This is an average of 118 residential units permitted per year and exceeded the overall 5th Cycle Regional Housing Needs Allocation (RHNA) (477 total units), with surplus in the above moderate-income category but shortages in the below market-rate categories.

To ensure effectiveness of the inclusionary housing ordinance in meeting the City’s Housing Element’s goals and objectives, the City will evaluate the inclusionary housing requirements (e.g., 15 to 20 percent inclusionary rates) as described in Program 2.A.

Other Local Ordinances

Municipal Code Chapter 14.30 (Short-Term Rental Prohibition) establishes regulations to maintain adequate housing stock for permanent residents and prevent undesirable impacts associated with short-term rentals. This Chapter designates short-term rentals as a prohibited use in every district in the city.

In 2021, the City adopted a resolution amending the City’s Single-Family Residential Design Guidelines to establish objective design standards for SB 9 lot splits and units. These standards do not preclude the construction of two 800 square foot minimum primary dwelling units consistent with SB 9. The City has prepared a handout to clearly identify SB 9 project application requirements.

The City does not have other ordinances, such as growth management policies or an urban growth boundary, that directly impact the cost and supply of residential development.

C.2.3 Building and Housing Codes and Enforcement

Los Altos has adopted the 2019 California Building Standards Code (Code of Regulations, Title 24), which sets minimum standards for residential development and all other structures. The standards may add material and labor costs but are necessary minimums for the safety of those occupying the structures. The City has also adopted the 2019 editions of the State’s Administrative Code, Residential Code, Plumbing Code, Mechanical Code, Electrical Code, Energy Code, Fire Code, Green Building Standards Code, Existing Building Code, Historical Building Code, and Referenced Standards Code. In addition, the City has adopted the 1998 edition of the State’s Uniform Housing Code and Uniform Code for the Abatement of Dangerous Buildings. All codes listed above are referenced in Title 12 (Buildings and Construction) of the Municipal Code.

In many cases, various amendments to the State Code have been incorporated to reflect issues of local concern. Most recently, the City adopted amendments to Title 12.22 (Energy Code) for all-electric buildings pursuant to State law, which allows local governments to adopt energy standards that are more stringent than Statewide standards, provided they are cost effective and will result in designs that consume no more energy than that permitted under the 2019 California Energy Code. These amendments were adopted to further greenhouse gas emission reduction goals established in the City’s Climate Action and Adaptation Plan. Specifically, these amendments require newly constructed buildings to be all-electric or to be pre-wired to accommodate future electric appliances or equipment. These standards may increase initial construction costs, but over time will benefit the health, welfare, and resilience of current and future residents.

The City’s Code Enforcement Division, within the Los Altos Police Department, enforces the Los Altos Municipal Code. The City’s Code Enforcement Division enforces the Los Altos Municipal Code. Code enforcement practices are primarily complaint-driven, and Code Enforcement Staff works with property owners and other appropriate City Staff to resolve and legalize violations. This includes identifying housing units which are substandard, overcrowded, or unsafe and working with other City staff to remedy these deficiencies. By requiring repair, maintenance, and compliance with building and fire codes and zoning requirements (e.g., setbacks), the City’s code enforcement efforts have eliminated hazardous conditions which are a threat to housing and residents of all income levels. From 2015 to 2020, the City has received and closed five code enforcement cases related to substandard housing (see Appendix A, Section A.4.4). The impact of these efforts on housing safety and maintaining decent housing conditions is significant even if only few issues are address every year.

C.2.4 Permits and Procedures

Permits and Procedures

The time required to process a project varies from one entitlement to another and is directly related to the size and complexity of the proposal, as well as the number of actions or approvals needed to complete the process. Table C-8 identifies approvals and/or permits that could be required for residential planning entitlements, their corresponding approval body, and the typical or estimated approval timeline. It should be noted that every project would not have to obtain each permit/approval.

Table C-8: Typical Approval Timelines

Permit/Procedure Type	Review Authority	Typical Processing Time	
		<i>Non-Complicated Project</i>	<i>Complicated Project</i>
Conditional Use Permit	Planning Commission	2-4 months	4-6 months
Design Review (one story)	Design Review Commission	2-3 months	3-4 months
Design Review (two story)	Design Review Commission	3-4 months	4-6 months
Tentative Map	Planning Commission	4-6 months	6-8 months
Parcel Map	Planning Commission	4-6 months	6-8 months
Multi-family (<20 units)	Design Review Commission	6-9 months	9-12 months
Multi-family (>20 units)	Design Review Commission	9-12 months	12-18 months

Note: All other permit/approvals are assumed to be subject to a Mitigated Negative Declaration/Negative Declaration or lower-level environmental review.
Source: City of Los Altos, Title 14 (Zoning)

Additionally, the time lapse between project approval and building permit issuance varies widely. In the past five years, several multi-family developments have experienced lapses of only six months or less. For example, a four-story, 27-unit multi-family development at 385 First Street was approved on March 3, 2020 and received a building permit on August 11, 2020. However, several larger projects have seen lapses of a year or more. For example, a 196-unit multi-family development (including multiple structures, underground parking, and 28 affordable units) at 5150 El Camino Real received planning approval on December 10, 2019 and has yet to receive a building permit, a lapse of 26 months and counting⁴. Though more complex projects may take a longer period to prepare a full set of plans, similar lapses have been observed for smaller projects.

Conditional Use Permit

Zoning Code Chapter 14.80 establishes the applicability and process for conditional use permits (CUPs). The Planning Commission must review all CUPs at a public hearing and is the final decision-making body for CUP applications in all OA and C districts for businesses proposed in existing structures. However, as noted below in “Design Review,” any project in a non-single-family district that includes exterior alterations, an addition, or new construction is subject to commercial and multi-family Design Review approval, potentially requiring City Council approval.

Regardless of the final decision-making body, CUP approval is subject to the findings listed in Zoning Code Section 14.80.060. These include typical findings, such as consistency with the General Plan and not detrimental to the public health, safety, and welfare, as well as specific findings for projects located in the certain zoning districts. Program 3.G requires that any findings applicable to housing developments, including single-room occupancy units, be limited to objective findings and standards consistent with State law.

Design Review

Design Review applies to all new construction, additions, and exterior modifications, separated into two categories: 1) single-family residential; and 2) commercial, multi-family residential, and public/community facility.

Single-Family Design Review

Projects that include exterior alterations, additions, or new construction in a single-family (R1) district are subject to the City's Residential Design Guidelines, located in Zoning Code Chapter 14.76. Exterior alterations and additions under 500 square feet can be approved by the Planning Department. New houses and additions greater than 500 square feet require administrative design review approval by the Development Services Director. Design Review approval by the Design Review Commission is required in certain cases, including any of the following:

⁴ The 5150 El Camino Real property was sold, and the new developer is amending the project to change from ownership to rental and other modifications. This has resulted in the time lapse between original approval and building permit submittal.

- Any new two-story structure;
- Any conversion of a one-story structure to a two-story structure;
- Any addition of habitable area to the second floor of an existing two-story structure; or
- Any new one-story structure over 20 feet in height; etc.

The required findings for single-family residential design review approval include some subjective criteria, including the following (Zoning Code Section 14.76.060):

- The height, elevations and placement on the site of the proposed main or accessory structure or addition, when considered with reference to the nature and location of residential structures on adjacent lots, will avoid unreasonable interference with views and privacy, and will consider the topographic and geologic constraints imposed by particular building site conditions.
- The orientation of the proposed main or accessory structure or addition in relation to the immediate neighborhood will minimize the perception of excessive bulk.
- General architectural considerations, including the character, size, scale and quality of the design, the architectural relationship with the site and other buildings, building materials and similar elements have been incorporated in order to insure the compatibility of the development with its design concept and the character of adjacent buildings.

Under Program 3.H, the City will review and approve more projects at the staff level by eliminating the Design Review Commission. This will reduce the number of meetings and approval time for various projects, including some single-family homes currently requiring Design Review Commission approval. Also, see further discussion below.

Multi-Family and Mixed-Use Design Review

Any project in a non-single-family district that includes exterior alterations, an addition, or new construction is subject to commercial and multi-family design review approval, located in Zoning Code Chapter 14.78. A project that includes alterations or an addition of under 500 square feet is subject to Development Services Director approval. A project that includes an addition of greater than 500 square feet (but less than 50 percent of total floor area and does not increase building height) is subject to Planning Commission approval. All new buildings and additions that exceed 50 percent of total floor area and/or increase building height are subject to City Council approval, preceded by Planning Commission and Complete Streets Commission review and recommendation.

In most cases (except Accessory Dwelling Units), multi-family residential and residential mixed-use projects, and single-family projects, are subject to Design Review Commission, Planning Commission, and City Council approval through conditional use permit and/or design review requirements, resulting in an extended review process. Final approval or concurrence by the City

Council adds an additional review within the process. In addition to this, projects in the Downtown are also subject to a third-party independent review, adding further cost and time to review.

The City adopted a set of objective design standards applicable to all multi-family and mixed-use development in 2021 (Zoning Code Section 14.66.280 and provisions for Design Control application to specific zones). However, the required findings for multi-family and mixed-use design review approval include some subjective criteria, including the following (Zoning Code Section 14.78.060):

- The proposal has architectural integrity and has an appropriate relationship with other structures in the immediate area in terms of height, bulk and design.
- Building mass is articulated to relate to the human scale, both horizontally and vertically. Building elevations have variation and depth and avoid large blank wall surfaces. Residential or mixed-use residential projects incorporate elements that signal habitation, such as identifiable entrances, stairs, porches, bays and balconies.

While Senate Bills 35 (Streamlined Approval Process) and 330 (Housing Accountability Act) limit the number of public hearings and applicability of subjective standards and findings to housing developments and emergency shelters, the City’s review procedures and subjective findings can lead to a protracted review process. Therefore, under Program 3.H, the City would modify design review thresholds to reduce or eliminate Council approval (i.e., Council would only hear appeals) and ensure that only objective criteria and findings are applicable to housing developments and emergency shelters consistent with State law.

Furthermore, as part of the Design Review process, story poles are required to be installed for all multi-family, mixed-use, and commercial development projects unless an exception is approved by City Council. This requirement can extend project review and increase application processing costs. Furthermore, digital simulations and computer modeling provide more accurate visual representations of development projects, illustrating massing, design, and details not available through physical story poles. The City also has the discretion to require additional information for projects that are not consistent with the City’s General Plan and Zoning Code; therefore, the City would eliminate the story pole requirement and exception process (Program 3.H).

SB 35 Processing

The City has prepared an SB 35 eligibility checklist and submittal checklist to clearly outline requirements for these projects. The City processes SB 35 applications in compliance with State law and HCD guidelines.

Permit and Development Fees

The City requires payment of application fees for entitlement processing and development fees at time of building permit issuance. City fees are based on the City’s costs of providing services and are reviewed and adjusted periodically. The City’s permit and development fees are available on the City’s website consistent with Government Code §65940.1(a)(1)(A).

Planning Fees

Table C-9 lists the City’s Planning Fees.

Table C-9 Planning Department Fee Schedule

Service	Fee
Conditional Use Permit	
<i>New Construction (>500 sq. ft.) [PC&CC]</i>	\$5,350
Design Review	
<i>Single-Family</i>	
<i>Administrative (≤500 sq. ft.)</i>	\$295
<i>Administrative (>500 sq.ft.)</i>	\$890
<i>Design Review Commission</i>	\$1,785
<i>Commercial/Multiple-Family</i>	
<i>Administrative (≤500 sq. ft.)</i>	\$890
<i>PC & CC (>500 sq. ft.)</i>	\$5,350
Accessory Dwelling Unit Review	\$595
Environmental Initial Study	\$1,785 + Time/Material
Environmental Impact Report	\$5,350 + Time/Material
Planned Unit Development	\$5,350 + Time/Material
Preliminary Project Review	\$295
Tentative Subdivision Map Review	\$5,350
Variance Review	
<i>Single-Family (Main Structure)</i>	\$1,785
<i>Commercial/Multiple-Family [PC Only]</i>	\$1,785
<i>Commercial/Multiple-Family [PC & CC]</i>	\$5,350
<i>Source: City of Los Altos Fee Schedule (FY 2018/19)</i>	

Development Fees

The City imposes development fees and collects fees for outside agencies. Outside agency fees include the Los Altos Unified School District.

Table C-10 lists the City’s Development Fees.

Table C-10: Development Fees

Development Fee	Single-Family	Multi-Family
Park In-Lieu Fee ¹	\$77,500 per unit	\$48,800 per unit
Traffic Impact Fee	\$6,774.20 per unit	\$4,159 per unit \$1,744.20 per senior residential unit
Los Altos Unified School District Fee*	\$2,72 per s.f.	
¹ Applicable to subdivisions (i.e., tract or parcel maps)		
* Outside agency fee.		
Source: City of Los Altos		

Fee Analysis

Table C-11 shows total estimated planning and development fees for single-family and multi-family units.

Table C-11: Planning and Development Fees for Single-Family and Multi-Family

	Single-Family ¹	Multi-Family (50 condo units, market rate) ^{2, 3}	Multi-Family (100 rental units, affordable) ²
Design Review	\$1,785	\$5,350	\$5,350
Tentative Map	-	\$5,350	-
Park-In Lieu	\$77,500	\$2,440,000	-
Traffic	\$6,774	\$207,950	\$415,900
School District Fee*	\$9,520	\$136,000	\$272,000
Total Fees	\$95,579	\$2,794,650	\$693,250
Total Fees per Unit	\$95,579	\$55,893	\$6,933
Total Estimated Development Cost	\$1,833,729	\$31,087,378	\$43,058,300
Total Estimated Development Cost per Unit	\$1,833,729	\$621,748	\$430,583
Estimated Fee Cost as a Portion of Total Development Cost	5%	9%	2%
¹ Assumes a 3,500 square foot house with a 2-car garage.			
² Assumes 1,000 square foot units.			
³ Assumes public art requirement is provided on-site.			
* Outside agency fee.			
Source: City of Los Altos, LWC			

Development fees add to the cost of housing and can constrain housing development if the cost of development exceeds the threshold for financial feasibility. The Park In-Lieu fee is the most substantial fee, which is higher compared to the City of Palo Alto’s Park Impact Fee of \$57,420

per single-family unit and \$42,468 per multi-family unit. However, as reviewed by the Turner Center in a March 2018 report, the City’s processing fees represent reasonable costs⁵.

Existing City impact fees (park in-lieu and traffic) are applied on a per-unit basis and are higher for single-family houses than for market-rate multi-family units (assumed to be condominium units, subject to the park in-lieu fee). However, despite this difference, impact fees make up a greater portion of multi-family development costs because single-family houses are much larger than multi-family units as per-unit fees incentivize larger unit sizes. Therefore, the City will evaluate refining fees to be applied on a per square foot basis rather than per unit to encourage the development of smaller housing units (Program 3.D).

C.2.5 On and Off-site Improvements

New development is required to provide public improvements to serve its new residents consistent with City standards. Design and improvement standards are described in Municipal Code Chapter 13.20 (applicable to subdivisions) and the City’s Public Works Standard Guidance Specifications (applicable to improvements in the public right-of-way or easements). Public improvement obligations include providing streets, storm drains, sewer connections, water connections, fire hydrants, street lights, and street trees. Required street right-of-way widths are based on street classification and range from 20 feet (private street) to 120 feet (major thoroughfares) (Municipal Code 13.20.010.D). The required improvements are typical for new residential development; however, the City allows many single-family neighborhoods to remain without curbs, gutters, or sidewalks as desired to maintain a less urban appearance. New residential development in Los Altos will primarily be infill, where streets have already been constructed to City standards.

⁵ UC Berkeley, Turner Center for Housing Innovation. “It All Adds Up: The Cost of Housing Development Fees in Seven California Cities”. March 2018.
https://turnercenter.berkeley.edu/wp-content/uploads/pdfs/Development_Fees_Report_Final_2.pdf

Section C.3 Non-Governmental Constraints

Market factors over which a local government has only limited ability to control can influence the jurisdiction’s capacity to develop more housing. These market-related constraints include land cost, construction cost, and the availability of financing. An assessment of these non-governmental constraints can inform the development of potential actions that can ameliorate its impact.

C.3.1 Housing Supply/Conditions

Market Overview: For-Sale

As shown in the Needs Assessment (Appendix A, Figure A-39), the region’s home values have increased steadily since 2001, besides a slight 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. The typical home value in Los Altos was estimated at \$3,358,599 in December 2020, a 159 percent increase from \$1,296,783 in 2001.

Since the beginning of the recovery from the Great Recession in 2012, interest rates have been maintained at low levels of 3.5 to 4.5 percent. Due to the COVID-19 pandemic, however, national 30-year mortgage rates have dropped to historically low levels. According to the Federal Home Loan Mortgage Corporation, or Freddie Mac, 30-year mortgage rates have held at or around 2.8 percent since August 2020, with an average of 2.88 percent as of September 2021⁶. Note that rates have been increasing in recent months.

When interest rates are low, capital investment and housing production generally increase, and more people are likely to take out a mortgage than when interest rates are higher. In addition, consumers are able to borrow more money for the same monthly payment. Extremely low interest rates are one of the factors that has led to overall increased home values in Los Altos above what has been seen in the past several years. Coupled with the general desire during the pandemic to move from denser to more spacious neighborhoods, the housing market will likely continue to be competitive in the near future.

Market Overview: Rental

As shown in the Needs Assessment (Appendix A, Figure A-42), since 2009 the median rent has increased by 56.7 percent in Los Altos, from \$1,980 to \$3,103 per month. In Santa Clara County, the median rent has increased over 67 percent, from \$1,540 to \$2,155. The median rent in the region has also increased significantly during this time (a 54 percent increase). While Los Altos’

⁶ Federal Home Loan Mortgage Corporation (Freddie Mac), [Primary Mortgage Market Survey®](#) (September 23, 2021)

rent increase outpaced the Bay Area but not the county, Los Altos' rent is 1.4 times greater than that of the county.

Per the Needs Assessment (Appendix A, Figure A-44), renter households in Los Altos experience a slightly lower housing cost burden compared to homeowners. An estimated 11.4 percent of renters spend 30 to 50 percent of their income on housing compared to 16.0 percent of those that own. Additionally, 11.2 percent of renters spend 50 percent or more of their income on housing, while 12.0 percent of owners are severely cost-burdened. In total, almost 23 percent of renters (457 households) are cost burdened, compared to 28 percent of owners (2,416 households).

C.3.2 Development Costs

Land Costs

Due to the lack of vacant property in the city, a residual land value analysis was used to estimate the price of land in Los Altos. The analysis used comparables from the City and nearby communities sold within the past three years (2019 through 2021). Individual lots ranged from \$68 to \$152 per square foot, or about \$2,968,298 to \$6,608,688 per acre. Lot sizes ranged from approximately 5,401 to 10,667 square feet. Residential multi-family land in the city is estimated to cost an average of \$110 per square foot, or about \$4,782,048 per acre. In 2020, land values were estimated in conjunction with evaluation of the City's park in-lieu fee. The 2020 analysis valued single-family residential land at a range of \$150 to \$190 per square foot and multi-family residential land at \$300 to \$350 per square foot, assuming condominium and mixed-use development for multi-family land. Based on the 2020 estimates, multi-family land costs are over \$15 million per acre.

There were no recent raw land sales in Los Altos, and the city is generally built out. The lack of available land in is considered a constraint to development, as housing production will most likely occur on more expensive opportunity sites for redevelopment. A developer will need to pay for the existing on-site improvement before demolishing it, resulting in a cost premium over vacant land. In addition, sites with existing uses will most likely incur more costs due to the removal of on-site structures.

Construction Costs

According to a March 2020 report published by the Turner Center for Housing Innovation at UC Berkeley, construction costs for multi-family housing in California have climbed 25 percent between 2009 and 2018. This increase is in part due to the higher cost of building materials, such as wood, concrete, and steel, as well as prevailing wage requirements. According to RSMeans, construction costs (including materials and labor but excluding soft costs such as fees) for a small apartment complex in the Los Altos area ranged between \$165 to \$193 per square foot in 2021. However, based on the City's 2016 affordable housing nexus studies, apartment construction costs for West Santa Clara jurisdictions were estimated at \$230 per square foot. Construction costs have continued to increase since 2016. Construction costs can vary depending on the type

of development, ranging from more expensive steel-frame Type I construction to more affordable wood-frame Type V. Due to the smaller scale, single-family homes tend to be more expensive to construct on a per square foot basis than multi-family. This cost can fluctuate depending on the type and quality of amenities to the property, such as expensive interior finishes, fireplaces, swimming pools, etc.

Soft costs are the costs that are not directly incurred by the physical construction of the development. These costs include services for architectural, consultant, and legal services, as well as permitting requirements and impact fees. They generally range from 15 to 30 percent of total development costs but can fluctuate depending on local fees and exactions. Please refer to the Permit and Development Fees section, above, for a discussion of the City’s required permit and development fees.

C.3.3 Availability of Financing

The availability of financing can impact rates of homeownership. The ability to secure financing can be influenced by several factors, including creditworthiness, debt-to-income ratio, and the restrictiveness of mortgage lending standards. Reviewing data collected through the Home Mortgage Disclosure Act (HMDA) can reveal the role the lending market has had on local home sales. Home purchase loans in 2020 are summarized in the table below.

Almost all traditional home loan applications (between government-backed and conventional) in 2020 were for conventional loans, for a total of 382 home loan applications across both types. This disparity could be driven from high home values in Los Altos, as government-backed loan programs typically have a maximum loan amount. The approval rate for conventional loans was 77 percent.

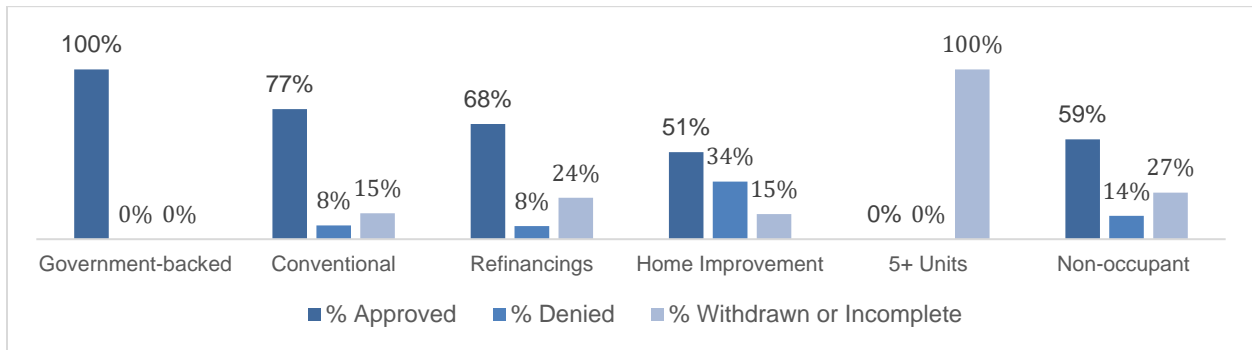
In competitive housing environments, where purchasing a new home may be out of reach for some, home renovations can be a desirable and more affordable way to add value to property. There were 115 home improvement applications in 2020. The approval rate for these types of applications was 51 percent.

Table C-12: Total Home Loan Applications

Type	Total Applications
Government-backed	1
Conventional	381
Refinancing	2,277
Home Improvement	115
5+ Units	1
Non-occupant	102

Source: HMDA, 2020

Figure C-1: Home Loan Application Disposition



Source: HMDA, 2020

C.3.4 Market Constraints Summary

Economic conditions in Los Altos reflect a competitive housing market. Residential developments can garner higher home sale prices and rental rates than across the ABAG region. As such, Los Altos has market conditions that favor the development of both for-sale and for-rent housing. Due to high housing demand, however, Los Altos is generally built out, so future housing development will be constrained by existing development or require demolishing existing structures, improvements, and uses. The lack of available vacant land may constrain housing production due to the increased costs associated with redevelopment.

C.3.5 Community Resistance to Housing

Another constraint to housing production in the Bay Area is community resistance to new developments. There are various concerns often expressed, including new housing developments will cause increased traffic, place a burden on other infrastructure (e.g., water supply, schools, etc.), adversely affect community character, and result in loss of valuable open space. Regardless of the factual basis of the concern, vociferous opposition can slow or stop development.

While potential opposition to affordable housing exists in many communities throughout the Bay Area, Los Altos recently implemented objective development standards for multi-family and mixed-use developments to facilitate project review and approvals. The City continues to inform the community about State requirements for streamlining housing and works diligently to maintain compliance with ongoing amendments to State law.

Section C.4 Environmental and Infrastructure Constraints

C.4.1 Environmental Constraints

Los Altos is a fully urbanized community on the northwestern edge of Santa Clara Valley. Its name, Spanish for “The Heights,” references its position at the foot of the Santa Cruz Mountains, and portions of four creeks flow downhill through Los Altos on their course to the San Francisco Bay. Due to its relatively flat terrain in an economically dynamic region, Los Altos is almost entirely built-out, with few remaining vacant parcels (even when accounting for potential annexations). Future growth will occur primarily through the redevelopment of existing land uses.

The City has taken measures to prepare for and mitigate impacts from its main environmental hazards – seismic activity, landslides, flooding, and wildfire. These measures include required slope stability studies for hillside development and setbacks along flood-prone Adobe Creek through the City’s watercourse protection regulations (Municipal Code Chapter 6.32). None of these identified environmental hazards are considered a constraint that would significantly affect the production and maintenance of housing.

C.4.2 Infrastructure Constraints

Water

Los Altos’ water is supplied by the California Water Service Company (Cal Water), part of the Los Altos Suburban District, which also serves part of Los Altos Hills, Cupertino, Mountain View, and Sunnyvale. Water is sourced from a combination of local groundwater (28 percent) and imported water (72 percent). The latter is treated surface water purchased from the Santa Clara Valley Water District (SCVWD), which originates in SCVWD reservoirs and the San Joaquin-Sacramento River Delta.

The most recent Infrastructure Improvement Plan (2022-2024) was submitted by Cal Water on July 1, 2021. The 2020 Urban Water Management Plan for the Los Altos Suburban District was submitted in June 2021. The City does not anticipate a significant increase in water demand during the planning period, and the SCVWD has not identified any substantial concerns with adequate availability of water resources.

Sewer and Stormwater

The City sanitary sewer system serves most residents and businesses, with the exception of several homes with septic systems. The City’s sanitary sewer system also serves the unincorporated area within its sphere of influence, including parts of Los Altos Hills and Mountain View. Wastewater is conveyed to the Palo Alto Regional Water Pollution Control Plant, owned and operated by the City of Palo Alto, for treatment and disposal. The City is permitted to

discharge up to 3.6 million gallons per day (MGD) average annual dry weather flow to the Regional Plant.

The City owns and maintains the collection system within the City and its sphere of influence, including a limited number of pipes within Los Altos Hills and the trunk sewer that connects the City to the master metering station for the Regional Plant. The City’s collection system includes approximately 140 miles of sewer, most of which is 6-inch and 8-inch vitrified clay pipe.

The City most recently updated its Sanitary Sewer Master Plan in 2012 after assessing the hydraulics, physical condition, and maintenance of its collection system. Results showed that less than five percent of inspected pipes were in poor condition. The Stormwater Master Plan was updated in 2016. Both Master Plans identified capital improvement priorities necessary to maintain capacity and reduce flooding/overflow risk in the sewer and stormwater systems. Additionally, the City completed a Green Stormwater Infrastructure (GSI) Plan in 2019 as required for all municipalities in the San Francisco Bay Area under the area’s Municipal Regional Stormwater Permit (MRP). The GSI Plan will guide the identification, implementation, tracking, and reporting of GSI projects in coordination with the Master Plans and other local and regional frameworks.

Overall, the City’s remaining permitted sewer discharge and projected stormwater conveyance capacities are adequate to accommodate anticipated future development.

Dry Utilities

Electricity in Los Altos is provided jointly by Silicon Valley Clean Energy, a Clean Choice Energy (CCE) program, and PG&E. Natural gas is provided solely by PG&E. Additional dry utilities include cable TV/internet (AT&T and Comcast) and solid waste (Mission Trail Waste Systems). All dry utilities are available throughout Los Altos for any future development or redevelopment.

Appendix D: Existing Programs Review

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Section D.1 Existing Housing Programs Review

This Appendix documents the implementation status of the current Housing Element programs. The main purpose is to evaluate which programs were successful and should be continued, and which programs were ineffective and should be eliminated or modified.



Many of the City’s current Housing Element programs were successfully completed or include effective ongoing City efforts. These programs include amending zoning standards for Accessory Dwelling Units (ADUs), single-room occupancy units (SROs), transitional and supportive housing, and emergency shelters; implementing inclusionary housing requirements; and monitoring and managing the City’s stock of below market rate units. These programs have facilitated housing such as Accessory Dwelling Units (ADUs) and low and moderate-income units that provide housing options for special needs populations, such as seniors and people with disabilities. The City transfers its CDBG funding to the County to implement local housing programs, including those that assist low income households, large households, female headed households, persons experiencing homelessness, and others in need.

Therefore, various existing programs are recommended to be continued with some modifications to improve effectiveness based on the housing needs assessment (Appendix A), housing constraints analysis (Appendix C), and/or reflect State law or other programmatic changes since the last Housing Element adoption. Other programs, however, are recommended to be deleted, as they are addressed through the sites inventory and rezone program, may have been completed in the last Housing Element cycle, or may be better reframed as policies instead of programs. Please see Table D-1 for the analysis of existing programs.

Table D-1: Existing Housing Element Programs Review

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
Program Category 1: Preservation, Conservation, and Rehabilitation					
1.1.1 Implement voluntary code inspection program	Continue the voluntary code inspection program encompassing code compliance, rehabilitation, energy conservation, and minimum fire safety standards.	-	Community Development Department ¹	The City continues this program. Since 2015, there were only 5 substandard housing code enforcement cases.	Continue
1.1.2 Help secure funding for housing assistance programs	<p>Continue to assist in the provision of housing assistance in Los Altos for low-income households with other public agencies and private nonprofit organizations that offer rental assistance, home repairs, and first-time homebuyer assistance. To minimize overlap or duplication of services, Los Altos will undertake the following actions:</p> <p>The City will support County and nonprofit housing rehabilitation programs by providing program information to interested individuals through handouts available at City Hall, the Los Altos Senior Center, the Los Altos Library, and the Woodland Branch Library.</p> <p>The City will contact previous rehabilitation applicants when new funding becomes available and post a legal notice in the newspaper when housing rehabilitation funds become available. The City will continue to transfer their Community Development Block Grant (CDBG) funds to the County to support housing programs each year.</p>	-	Community Development Department, City Council	The City continues to transfer its CDBG funds to the County to support local housing programs. Various programs are available that the City could better promote.	Modify - expand the City's methods of providing information (e.g., City website, email, social media, etc.).

¹ The Community Development Department was changed to the Development Services Department in 2022. This reflects the Department's name at the time of the 2015 Housing Element adoption.

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
1.2.1 Support rezoning from office to medium-density multifamily	Support case-by-case review of property owner-initiated rezoning from Office to Medium-Density Multifamily in the Fremont-Giffin Office District.	-	Community Development Department	No rezone applications to date. This is addressed through sites inventory and rezoning program(s).	Delete - addressed through sites inventory and rezoning program(s).
1.3.1 Enforce neighborhood residential buffering	Enforce minimum standards for buffers between residential properties and commercial uses and public/quasi-public uses. Enforcement will occur through the development permit review process as provided in the Zoning Ordinance. Buffering will include a combination of landscaping, minimum setback, or yard requirements and stepped-back building heights.	-	Community Development Department, Planning and Transportation Commission	This is addressed through the Land Use Element and Zoning Code setbacks and objective design standards.	Delete - addressed through the Land Use Element and Zoning Code setbacks and objective design standards.
1.3.2 Restrict commercial uses in residential neighborhoods	Continue to restrict commercial uses in residential neighborhoods.	-	Community Development Department	The City has continued to prohibit commercial uses in residential zones except as allowed for home occupations.	Modify - clarify that home occupations are allowed in residential zones consistent with the Zoning Code.
1.4.1 Implement zoning and design standards	Continue to implement residential zoning, development standards, and design review to ensure compatibility of housing with neighborhood character, minimum open yard space, and streets that are safe.	-	Community Development Department, Planning and Transportation Commission, City Council, Design Review Commission	The City continues to implement zoning standards and design review. Objective standards have been adopted to facilitate and streamline development review.	Modify/Merge - implement development and design standards that are objective in the review of housing developments consistent with State law. See Program 1.4.2.
1.4.2 Evaluate design review process	Regularly review and adjust, if appropriate, criteria, objectives, and procedures for design review of residential construction to be compatible in terms of bulk and mass, lot coverage, and proportion with houses in the immediate vicinity. This program will set criteria under which development must be reviewed by City staff, the Design Review Commission, and/or the Planning and Transportation Commission.	-	Community Development Department, Design Review Commission, Planning and Transportation Commission, City Council	The City made modifications in 2015 and 2015 to design review requirements. The design review process should continue to be evaluated and streamlined.	Modify - amend design review process and review bodies to streamline and remove the story pole requirement.

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
1.4.3 Facilitate alternative modes of transportation in residential neighborhoods	Facilitate alternative modes of transportation in residential neighborhoods.	-	Community Development Department, Planning and Transportation Commission, City Council	The City has implemented this through the development review process. More specificity could be provided.	Modify - provide specific actions the City will undertake (e.g., fund community service organizations or other organizations to offer rides, etc.)
1.4.4 Accommodate the needs of children through design review and land use regulations, including open space, parks and recreation facilities, pathways, play yards, etc.	Accommodate the needs of children through design review and land use regulations, including open space, parks and recreation facilities, pathways, play yards, etc.	-	Community Development Department	This has been completed through the adoption of common and private open space standards for multi-family projects.	Modify - this has been completed; however, the City could incentivize creation of play areas in housing developments.
1.5.1 Review compatibility of land divisions as part of the permit review and approval process	Review compatibility of land divisions as part of the permit review and approval process.	-	Community Development Department, Planning and Transportation Commission, City Council	This is addressed through subdivision map findings for approval.	Delete - this is addressed through State required subdivision map approval process and findings.
Program Category 2: New Construction					
2.1.1 Encourage diversity of housing	Require diversity in the size of units for projects in mixed-use or multifamily zones to accommodate the varied housing needs of families, couples, and individuals. Affordable housing units proposed within projects shall reflect the mix of community housing needs.	-	Community Development Department, Planning and Transportation Commission, City Council	The City evaluates during development review. This is policy language, not a program.	Delete - reframe as a policy.

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
2.1.2 Implement multifamily district development standards	Continue to implement the multifamily district development standards to ensure that the maximum densities established can be achieved and that the maximum number of units is required to be built. (See Table B-41 in Appendix B for a summary of multifamily zoning requirements.)	-	Community Development Department, Planning and Transportation Commission, City Council	The City continues to implement adopted standards.	Delete - replace with programs to remove identified constraints to housing (Appendix C).
2.1.3 Allow employee housing	The City shall amend the Zoning Ordinance to specifically allow employee housing for six or fewer residents as a permitted use in residential zoning districts, in compliance with Health and Safety Code Section 17021.5 and 17021.6.	-	Community Development Department, Planning and Transportation Commission, City Council	The City has not amended the Zoning Code to allow for employee housing given limited agricultural operations in Los Altos.	Continue
2.2.1 Provide development incentives for mixed-use projects in commercial districts	Continue to implement the affordable housing mixed-use policies developed for the Commercial Thoroughfare (CT) district, and expand development incentives to other commercial districts in the city, including CN (Commercial Neighborhood), CS (Commercial Service), CD (Commercial Downtown), CD/R-3 (Commercial Downtown/ Multiple Family), and CRS (Commercial Retail Service). Development incentives will be included for these districts that will encourage the development of affordable housing in these identified commercial areas.	-	Community Development Department, Planning and Transportation Commission, City Council	The City adopted amendments to the CT District and density bonus provisions to implement this program.	Delete - incentives through density bonus and other standards addressed through other programs.
2.3.1 Implement density bonuses	Continue to implement density bonuses and other incentives as provided by state law and the City's Zoning Ordinance.	-	Community Development Department	The City continues to review and approve density bonus and incentive requests.	Modify - amend density bonus provisions to be consistent with State law.
Program Category 3: Special Needs Housing					
3.1.1 Support efforts to fund homeless services	Consider pursuing funding from available sources for homeless services. The City will also assist community groups that provide homeless services and assist such groups in applying for funding from other agencies. The City will consider applying for grants where appropriate or will encourage/partner with local and regional nonprofit organizations that wish to apply for such grants.	-	Community Development Department, CDBG funds* (As transferred to the County and applied to the City program.)	The City continues to transfer its CDBG funds to the County to support local housing programs, including programs to support people experiencing homelessness.	Modify - reflect City funding and support of the County's homelessness services; add City promotion of these available services.

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
<p>3.1.2 Continue to participate in local and regional forums for homelessness, supportive, and transitional housing</p>	<p>Continue to participate in regional efforts as coordinated with other adjacent cities to address homeless and emergency and transitional housing issues and potential solutions.</p>	<p>-</p>	<p>Community Development Department, City Council, Community Services Agency</p>	<p>In addition to transferring its CDBG funds to the County, the City provides funding for the Community Services Agency (CSA) of Mountain View and Los Altos that provides various housing services.</p>	<p>Modify - expand to reflect the City's funding and support for CSA.</p>
<p>3.2.1 Amend the City's Zoning Ordinance to accommodate emergency shelters</p>	<p>Amend the City's Zoning Ordinance concurrently with the adoption of this Housing Element to allow emergency shelters as a permitted use by right in the Commercial Thoroughfare (CT) district without a conditional use permit or other discretionary review and only subject to the development requirements in this zone. This district is well suited for the development of emergency shelters with its full access to public transit and underdeveloped parcels that allow higher-density housing opportunities.</p> <p>The public transit opportunities include Caltrain, the VTA Bus Service, and the VTA transit hub on Showers Drive in Mountain View. The CT district has almost 11 acres of underdeveloped parcels that will accommodate residential housing such as emergency shelters. Four key opportunity sites make up the approximately 11 acres of development potential that could generate as much as 378 housing units, not including density bonuses for affordable housing. The City will also evaluate adopting standards consistent with Government Code Section 65583(a) (4) that addresses operational and design criteria that may include:</p> <ul style="list-style-type: none"> • Lighting • On-site management • Maximum number of beds or persons to be served nightly by the facility 	<p>-</p>	<p>Community Development Department</p>	<p>The City adopted Zoning Code amendments in 2015 that allow for emergency shelters consistent with State law.</p>	<p>Delete - this has been completed. A new program will address Low Barrier Navigation Centers.</p>

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
	<ul style="list-style-type: none"> Off-street parking based on demonstrated need Security during hours that the emergency shelter is in operation Allowing supportive services on-site at a level commensurate with the number of beds 				
<p>3.2.2 Recognize the statutory requirements for transitional and supportive housing</p>	<p>Recognize the requirement of SB 2 to explicitly allow both supportive and transitional housing types in all zones that allow residential. The definitions of transitional and supportive housing as defined in Health and Safety Code Sections 50675.2 and 50675.14. Transitional and supportive housing will be allowed as a permitted use, subject only to the same restrictions on residential uses contained in the same types of structure.</p>	-	Community Development Department	The City amended the Zoning Code in 2015 to allow transitional and supportive housing.	<p>Modify - additional Zoning Code amendments are necessary to be consistent with current State law for transitional and supportive housing.</p>
<p>3.2.3 Provide incentives and amend the City's Zoning Ordinance for compliance with statutory requirements for single-room occupancy residences to address the needs of extremely low-income households</p>	<p>AB 2634 requires cities to identify zoning to encourage and facilitate supportive housing in single-room occupancy units. The City will amend the Zoning Ordinance concurrently with the adoption of this Housing</p> <p>Element to define single-room occupancy units (SROs) and to allow SROs with a conditional use permit in commercial thoroughfare districts in the city.</p> <p>In addition, the City will review its affordable housing ordinance and other available development incentives to determine what measures can be taken to encourage the development of housing for people with extremely low incomes.</p>	-	Community Development Department	The City amended the Zoning Code in 2015 to allow SROs. No SROs have been applied for since the Zoning Code amendment. The City may consider additional measures to encourage SROs.	<p>Modify - revise to focus on actions to encourage SROs (reduced parking, streamlined review, etc.)</p>

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
Program Category 4: Affordability					
4.1.1 Monitor condominium conversion	Continue to implement the Condominium Conversion Ordinance to protect against the conversion or demolition of rental units. It shall require buildings in multifamily zoning districts initially built as rental units which have not been converted to condominiums to be reconstructed as rental units unless there is greater than a 5 percent vacancy rate.	-	Community Development Department	No apartments were converted to condominiums during the last cycle.	Continue
4.1.2 Conserve small houses in areas of small lot sizes	Continue to conserve the stock of small houses in areas of small lot sizes.	-	Community Development Department	The City continues to implement, but there are no specific standards.	Delete - reframe as a policy.
4.2.1 Facilitate new construction of second dwelling units	<p>Chapter 14.14 (Second Living Units in R1 Districts) of the Municipal Code allows a detached second dwelling unit to be permitted on a lot or parcel within a single-family residential district that has a minimum of the greater of 150 percent of the lot area required in the residential zoning district in which the second living unit is proposed to be located, or 15,000 square feet of lot area. A lesser lot size is required if a second unit is attached to the main residence. Findings for approval include that a public benefit will result because the proposed second living unit will be maintained as affordable for very low- and low-income households. A second living unit may be established through the conversion of existing floor space in a single-family structure, the addition to a single-family structure, conversion of a conforming accessory structure, or the construction of a new accessory structure.</p> <p>The City will continue to implement the following actions annually:</p> <ul style="list-style-type: none"> • Continue to implement second dwelling unit regulations to provide increased opportunities for the development of affordable second units. • Promote awareness of regulations which allow the construction of new second units consistent with City regulations through public 	-	Community Development Department	The City adopted updates to the ADU standards pursuant to State law. The City has seen an increase in ADU interest and permits.	Modify - promote ADU production through streamlined review and clear information/ requirements.

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
	<p>information at the Community Development Department public counter and inclusion on the City's website.</p> <ul style="list-style-type: none"> • Annually review the number of second dwelling unit permits issued. • Continue to require a verification and quantification procedure regarding rent and occupancy as a condition of the permit. 				
<p>4.2.2 Study the feasibility of reducing minimum lot sizes for second living units</p>	<p>Study the feasibility of reducing minimum lot sizes for second living units and amend, as appropriate, the Zoning Ordinance to a reduce the minimum lot size for second dwelling units.</p>	-	<p>Community Development Department, City Council</p>	<p>The City adopted various amendments to ADU standards. This is no longer applicable as State law prohibits establishing a minimum lot size.</p>	<p>Delete - no longer applicable as State law prohibits establishing a minimum lot size.</p>
<p>4.3.1 Assist in the development of affordable housing</p>	<p>If necessary for the development of affordable housing projects, and when requested by the project sponsor, consider assisting in securing funding for low- and moderate-income housing developments through one or more of the following actions:</p> <ul style="list-style-type: none"> • Transfer the City's annual CDBG allocation to the County for projects that serve the Los Altos community. • Provide funding to participate in a multi-jurisdictional housing finance program (such as a Mortgage Revenue Bond or Mortgage Credit Certification Program). • Apply for state and federal funding on behalf of a nonprofit, under a specific program to construct affordable housing including persons with physical disabilities or developmental disabilities. 	-	<p>Community Development Department, City Council</p>	<p>In addition to transferring its CDBG funds to the County, the City processes density bonus and incentive requests for projects that include affordable units.</p>	<p>Modify - add other financial incentives for the City to consider and offer (e.g., waiving City fees for 100% affordable housing projects).</p>

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
<p>4.3.2 Implement Chapter 14.28 of the Municipal Code, which defines the number of required below-market-rate (BMR) units by development size and type, and requires on larger projects (greater than 10 market-rate units) that the BMR units generally reflect the size and number of bedrooms of the market-rate units</p>	<p>Continue to implement the City’s Multi-Family Affordable Housing Ordinance (Chapter 14, Section 28), which includes a series of unit thresholds at which affordable housing units will be required. The ordinance establishes the following thresholds and requirements:</p> <ul style="list-style-type: none"> • 1–4 units: Affordable housing units are not required. • 5–9 units: Affordable housing units are required. In the event that the developer can demonstrate to the satisfaction of the City Council that providing affordable housing units in a project will be financially infeasible, the City Council may waive the requirement to provide affordable housing units. • 10 or more units: Affordable housing units are required as follows: <ul style="list-style-type: none"> ○ For rental units – 15% low income or 10% very low-income housing ○ For owner units – 10% moderate-income housing <p>Chapter 14.28 also notes that unless otherwise approved by the City Council, all affordable units in a project shall be constructed concurrently with market-rate units, shall be dispersed throughout the project, and shall not be significantly distinguishable by design, construction, or materials.</p>	<p>-</p>	<p>Community Development Department</p>	<p>In 2018, the City changed requirements to 15% for 5 to 9-unit projects; 20% low income or 15% very low income for rental projects of 10 or more units; and 15% (with the majority of units affordable to moderate income) for ownership projects of 10 or more units. Between 2015-2020, the City issued permits for 2 very low income units, 28 low income units, and 2 moderate income units.</p>	<p>Modify- remove specification of inclusionary amounts as those may be adjusted as needed to better meet housing objectives. Evaluate inclusionary housing requirements to improve effectiveness in meeting City objectives.</p>
<p>4.3.3 Consider reduced parking requirements for certain housing types and affordable housing units</p>	<p>For affordable housing units and small housing units including senior housing, studios and SROs, the City will consider allowing just one parking space per unit. The City will continue to monitor the underground parking requirement to ensure this requirement is not a constraint to the production of housing or a constraint to meeting maximum densities.</p>	<p>-</p>	<p>Community Development Department</p>	<p>The City has allowed mechanical parking lifts to facilitate underground parking for mixed-income projects.</p>	<p>Modify - evaluate various approaches to reduce parking requirements and amend the Zoning Code to implement.</p>

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
4.3.4 Continue to encourage maximum densities	Continue to ensure that the City is meeting maximum densities in the zones that allow multifamily housing. The City will monitor the lot coverage requirement and the height requirements. Most recently, the City removed the “stories requirement” from the commercial and multiple-family districts to allow more flexibility in development and to facilitate greater potential densities. The City also codified a maximum density development requirement, which notes that the maximum density permitted shall be constructed unless it is determined by the City Council that a less dense project would be in the best interests of the community. In addition, the City will monitor the underground parking requirements as stated in Program 4.3.3 to ensure that they do not cause a significant constraint to meeting the maximum densities required by all of Los Altos’ multiple- family zoning districts.	-	Community Development Department	The City has continued to implement this program; however, current analysis of governmental constraints documented in Appendix C.	Delete - replace with programs to remove identified constraints to housing (Appendix C).
4.3.5 Initiate an affordable housing administration contract review and renewal	Initiate a Request for Project for the contract administration of the City’s affordable housing programs including an emphasis on an appropriate contract duration, administration responsibilities, enforcement, outreach and marketing.	-	Community Development Department, City Council	The City has a contract with Alta Housing, who monitors the City’s BMR units.	Modify - update to reflect existing contract and commitment to monitor BMR units.
4.3.6 Improve the City’s BMR program priority ranking process	Review and amend, as necessary, the City’s BMR program application ranking process.	-	Community Development Department, City Council	Implemented in March 2015, when the City revised the priority list to merge Los Altos residents and those employed within the City limits as a second priority.	Delete - this program has been completed.
4.3.7 Consider a commercial development linkage fee for affordable housing	Study and explore the option of a commercial development linkage fee for affordable housing. If appropriate, consider adopting a local fee.	-	Community Development Department, City Council	Adopted a commercial development linkage fee ordinance in 2018 (Municipal Code Chapter 3.49). A fee has not yet been established.	Modify - conduct required analysis to support and adopt a commercial linkage fee.

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
Program Category 5: Housing Discrimination					
5.1.1 Assist residents with housing discrimination and landlord-tenant complaints	Continue to provide a service to refer individuals to organizations or agencies who handle complaints about discrimination, landlord-tenant relations, etc. Complaints regarding discrimination will be referred to the Mid-Peninsula Citizens for Fair Housing, Santa Clara County, and other appropriate fair housing agencies. Complaints regarding landlord-tenant problems will be referred to the Los Altos Mediation Program, the County of Santa Clara Office of Consumer Affairs, or other appropriate local agencies.	-	Community Development Department	The City continues to make referrals as complaints arise. The non-profit organization Project Sentinel provides fair housing services to residents of Santa Clara County.	Modify - expand to raise awareness of services in addition to referring complaints.
Program Category 6: Senior Housing					
6.1.1 Discourage senior-only housing from converting to other uses	Discourage projects developed as senior-only projects from converting to other uses.	-	Community Development Department	The City continues to implement, but no specific standards.	Delete - reframe as a policy.
6.1.2 Assist seniors to maintain and rehabilitate their homes	Seek, maintain, and publicize a list of resources or service providers to help seniors maintain and/or rehabilitate their homes.	-	Community Development Department, Senior Commission	City staff assisted the Senior Commission on an informational letter to contractors and property owners on Age Friendly Design Elements. The City created a handout on Age Friendly Design Elements.	Modify - update (as needed) and regularly promote the Age Friendly Design Elements handout; require larger lower income developments to utilize Universal Design standards
6.1.3 Encourage conforming and contextual senior housing near transportation and services	Ensure that senior housing conforms and harmonizes with surrounding neighborhoods and encourage that it be located near transportation and services.	-	Community Development Department	The City implements Zoning Code standards for development.	Delete - reframe as a policy for promoting senior housing near transit and services.

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
6.2.1 Provide senior housing density bonuses and development incentives	Provide density bonus increases in the Cuesta-Lassen multifamily district of up to 38 dwelling units per acre for projects that are senior-only. Provide expanded development incentives for senior-only projects in this district. Consider increased densities and development incentives for senior and affordable housing projects in all multifamily districts.	-	Community Development Department	The City continues to process density bonus and incentive requests.	Modify - codify the additional density bonus and incentives for senior-only projects.
6.2.2 Designate and encourage senior housing on specific well-suited sites	Identify and consider additional parcels well suited for senior housing. All PUD/SC sites were developed during the previous planning period.	-	Community Development Department	The City has continued to consider additional parcels for senior housing, and potential housing sites are identified in the sites inventory (Appendix B).	Delete - addressed through sites inventory and rezoning program.
6.2.3 Mixed-use development, including developments that contain senior and institutional housing, will be encouraged in public and quasi-public land use areas that are zoned PCF	Mixed-use development, including developments that contain senior and institutional housing, will be encouraged in public and quasi-public land use areas that are zoned PCF.	-	Community Development Department	The City has continued to consider additional parcels for housing, and potential housing sites are identified in the sites inventory (Appendix B).	Delete - addressed through sites inventory and rezoning program.
6.2.4 Senior housing with extended care facilities will be allowed in multifamily and mixed-use zoning districts	Continue to explore opportunities to promote senior housing with extended care facilities in other multifamily and mixed-use districts. This type of housing is currently allowed as a conditional use in the PCF district.	-	Community Development Department	The City has continued to consider opportunities to promote senior housing with extended care facilities in other areas.	Modify - amend Zoning Code to clearly allow senior housing under multi-family use and residential care facilities consistent with State law.

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
Program Category 7: Energy Efficiency					
7.1.1 Promote energy and water conservation through education and awareness campaigns	Continue to promote residential energy and water conservation, consistent with the City’s adopted Climate Action Plan, through consumer information on financial assistance and rebates for energy-efficient home improvements published by governmental agencies, nonprofit organizations, and utility companies. The City will make information available at the public counter of the Community Development Department, at the Los Altos Senior Center, through the public libraries, and through the City’s newsletters. The information will also be available on the City’s website, and a link to energy programs will be placed on the Los Altos Environmental Commission’s website.	-	Community Development Department	City staff and the Environmental Commission continue to implement. The City is currently developing a Climate Action and Adaptation Plan (CAAP).	Continue/Update - update to reflect the CAAP effort as appropriate. Merge with other programs as noted below.
7.1.2 Participate in a Property Assessed Clean Energy (PACE) financing program	Los Altos has adopted resolutions supporting the CalFIRST Property Assessed Clean Energy (PACE) Program. By doing this, Los Altos residents may be eligible to finance any energy improvements to their homes—solar panels, water-efficient landscapes, etc.—on their property tax assessment. This allows the financing to be extended over multiple years and also allows a home to be sold with that assessment assigned to the new owner. Although CalFIRST has encountered legal challenges to providing these loans for residential purposes, other opportunities exist. The City will vet the applicability of Cal FIRST alternatives and will participate as appropriate.	-	Community Development Department	The City adopted a Resolution supporting the PACE program.	Modify - delete this program and note PACE financing in Program 7.1.1.
7.1.3 Promote the use of solar energy	This program focuses on promoting solar energy as a means to increase energy efficiency and promote green energy alternatives. As part of this program, the City will leverage and promote other state and commercial initiatives to encourage solar energy, such as grants, tax credits, and rebates, as they are implemented. (No design review of solar panels is allowed by law. Setbacks, height restrictions, etc., are already covered by the Zoning Ordinance.)	-	Community Development Department	The City continues to provide information on available programs to the public.	Modify - delete this program and merge leveraging and promoting initiatives to encourage solar energy with Program 7.1.1.

Program Name & Number	Program Description	Objectives	Responsible Party	Evaluation	Modify / Delete / Continue
7.2.1 Implement energy-efficient regulations	Continue to implement building code and zoning standards that promote energy efficiency in residential design, layout, construction, and landscaping. The City enforces energy efficiency standards of Title 24 of the California Code of Regulations (California Building Code Standards), which uses zoning requirements for lot size, building separation, yards, setbacks, landscaping, and design review to promote energy conservation in new development.	-	Community Development Department	The City continues to implement; Building Code compliance is mandatory.	Delete - Building Code compliance is mandatory.
7.2.2 Monitor and implement thresholds and statutory requirements of climate change legislation	Monitor the implementation measures of the Global Warming Solutions Act of 2006 (AB 32) and SB 375, which requires planning organizations to promote sustainable communities as part of their regional transportation plans. The City will implement the measures as guidance for thresholds and compliance methods are released by the State.	-	Community Development Department	City staff continue to implement measures, including the City's Climate Action Plan.	Continue - update to reflect the CAAP effort as appropriate.
Program Category 7: Statutory Compliance and Reporting					
8.1.1 Develop annual housing status report	Provide an annual status report to the City Council and California Department of Housing and Community Development (HCD) on the status of the General Plan housing programs and their implementation as required by state law.	-	Community Development Department	The City continues to submit Annual Progress Reports (APRs) to HCD annually.	Modify - expand to identify that reporting will also address no net loss requirements as necessary.
8.2.1 Participate in the regional housing needs determination.	Continue the regional conversation about meeting the housing needs. Actively participate in the ABAG Regional Housing Needs Determination. The City will meet with ABAG staff to provide land use, housing, employment, and other information related to the RHNA formula to ensure that the allocation accurately represents Los Altos' fair share of the region's housing needs.	-	Community Development Department	The City has continued to work with ABAG on the RHNA.	Continue.

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LOS ALTOS HOUSING ELEMENT

Community Workshop #1

Format: Zoom Virtual Meeting | January 13, 6:30-8:00pm

The purpose of the Housing Element Update Community Workshop #1 was to provide an overview of the Housing Element process and the components of a Housing Element, share background information and preliminary findings from housing needs, and gather input from meeting participants about critical housing issues, needs and goals for housing in the City of Los Altos. Feedback received will inform the content of future outreach events and will guide the preparation of the Housing Element Update.

The community workshop was held via Zoom on Thursday, January 13, 2022 from 6:30-8:00 pm and was facilitated by City staff and the consultant team (Lisa Wise Consulting, Inc. and Plan to Place). All materials were made available and posted on the project website prior to the meeting. Approximately 60 members of the public attended the meeting. The meeting agenda is outlined below:

1. Welcome & Introductions
2. Housing Element Basics
3. FAQ's
4. Community Engagement Overview
5. Preliminary Housing Data
6. Key Planning Considerations
7. Participant Q&A
8. Small Group Discussion + Report Back
9. Closing and Next Steps

ATTENDANCE

Meeting participants: approximately 60 attendees

City Staff

- Laura Simpson – *Interim Planning Director*
- Sonia Lee – *Public Information Officer*

Consultant Team

- **Lisa Wise Consulting, Inc.** – David Bergman, Jennifer Murillo, Stefano Richichi
- **Plan to Place** – Dave Javid, Paul Kronser



LOS ALTOS HOUSING ELEMENT

WORKSHOP SUMMARY

Laura Simpson opened the meeting by welcoming attendees, introducing the team, giving an agenda overview, and conducted the demographic live poll.

The following is a summary of the results from the demographic poll that was administered at the beginning of the meeting:

Demographic Live Poll (full results in the appendix)

1. Where do you live? (select one)

- 91% live in Los Altos
- 3% live in Santa Clara County but not Los Altos
- 6% live outside of Santa Clara County

2. Where do you work? (select one)

- 31% work in Los Altos (including remote work)
- 11% do not work in Los Altos, but in Santa Clara
- 11% work outside Santa Clara
- 39% are retired
- 3% do not work or are looking for work
- 6% do not work and are not looking for work

3. Which of the following describes why you decided to attend tonight's workshop? (select all that apply)?

- 28% want to know more about the Housing Element Update process.
- 4% want to know more about obtaining housing in Los Altos
- 41% want to support more housing development in Los Altos
- 26% are concerned about more housing development in Los Altos

4. Have you participated in other Housing Element events?

- 32% yes
- 68% no

5. What is your current housing situation?

- 89% own a home
- 8% rent a home
- 3% live with family/friends (I do not own or rent)

6. What type of housing do you live in?

- 79% live in a house
- 15% live in a duplex/townhome/condo
- 3% live in an apartment
- 3% other

7. What is your age?

- 3% 19-25



LOS ALTOS HOUSING ELEMENT

- 8% 26-45
- 44% 46-64
- 44% 65-84

8. Race and Ethnicity (select all that apply)

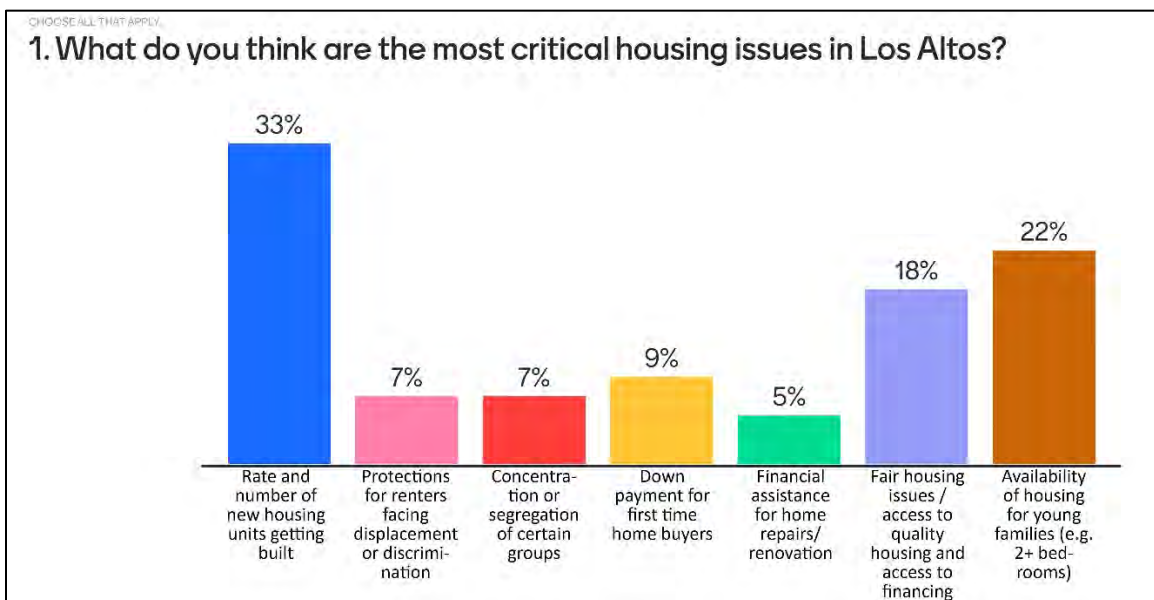
- 71% White
- 17% other
- 9% Hispanic or LatinX
- 3% Asian

9. Which bracket best describes your household income?

- 15% \$49,701 to \$82,850
- 3% \$82,851 to \$117,750
- 24% 117,751 to \$181,550
- 58% \$181,551 or more

After the poll closed, Jennifer Murillo from Lisa Wise Consulting, Inc. (LWC) gave a presentation on the housing element process which included background and purpose, state requirements for housing elements, and the Regional Housing Needs Assessment (RHNA). The presentation also included with an overview of the community engagement process and strategy which included community input to date and upcoming activities for the public to participate in. Jennifer then provided a summary of initial findings and key planning considerations followed by an opportunity for any clarifying questions from the meeting participants through chat, which were answered by the project team. Some of the questions included clarification about the process and results of the polls. To find a list of all questions asked, please see the Appendix.

Following the presentation portion of the workshop, Dave guided workshop participants through an online live poll to gather feedback on housing in Los Altos. This provided attendees a preview of the topics to be covered in the small breakout rooms (see Appendix for the poll results).





LOS ALTOS HOUSING ELEMENT

Prior to breaking into small groups, Dave gave an overview of the small group breakout room logistics and then opened the rooms which participants were randomly assigned. A facilitator and note taker from the project team were assigned to each breakout room.

SMALL GROUP DISCUSSION SUMMARY

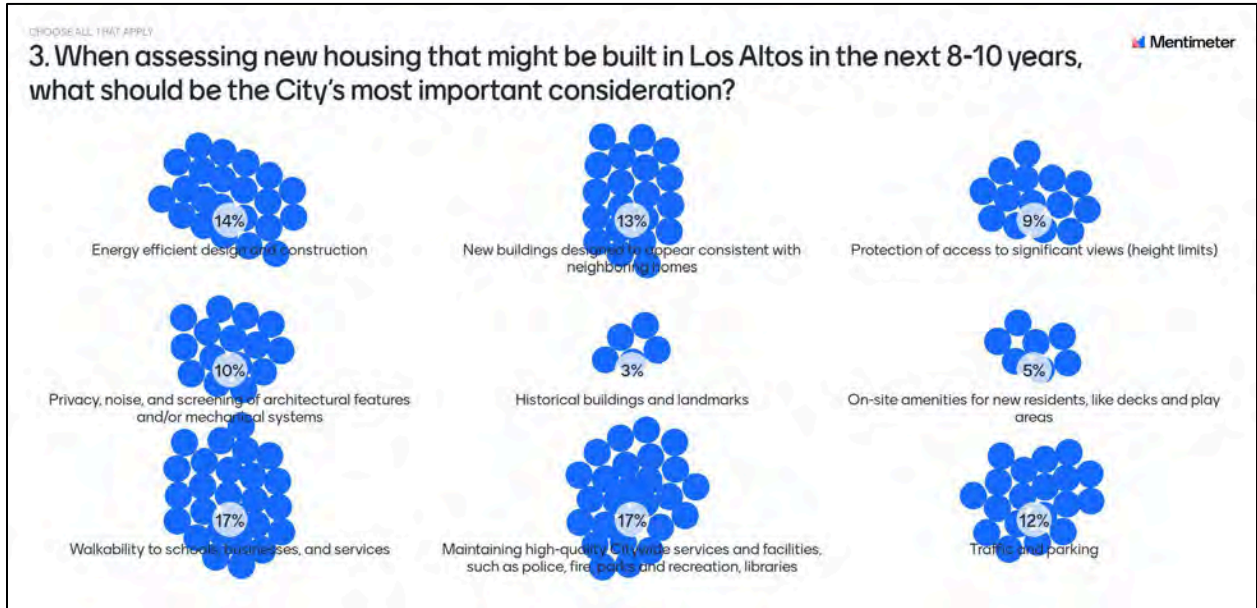
The remainder of the meeting was devoted to gathering input from meeting participants through facilitated small group discussions. Feedback was recorded in three breakout rooms on a virtual whiteboard (see snapshot below) in response to the discussion prompts below. The summary below provides a high-level overview of themes that emerged from the small group discussions. The numbers in parenthesis indicate the number of breakout rooms in which the referenced comment was expressed.

3) When assessing new housing development that might be built in Los Altos in the next 8 to 10 years, what should be the City's most important considerations?	
<u>Verbal Comments Questions</u>	<u>Chat Comments Questions</u>
<ul style="list-style-type: none"> • Walkability, ability to access services • Landscaping and others stops housing from being built • We shouldn't throw out all the rules regarding parking, traffic, privacy, and others. They need to be factored in and not ignored. • Be creative in maximizing housing • Focus on areas where there is transportation • Supporting ADU's and duplexes • Small town feel, low the greenery • Hope that the housing takes into consideration that people spend a lot of money to live in Los Altos • Taking that into consideration and not just those that the State needs to accommodate 	<ul style="list-style-type: none"> • We should remove the historic review for SB9 development. • Important: Get rid of barriers such as parking requirements, lengthy approval times (6-10 months for an ADU?), abusive requirements about historical resources • Jill-historic review is required by the state. thank goodness since too many people believe in bulldozing the past • Historic review is NOT required by the state, nor is it required by the city ordinance • Dense housing also has the benefit of using less water. • I work with clients who have

Example of notes taken on virtual whiteboard during the small group discussion



LOS ALTOS HOUSING ELEMENT



Example of Menti Poll results on virtual whiteboard during the small group discussion

Small Group Discussion Prompts

1. What do you think are the most critical housing issues in Los Altos?
2. What do you think are the housing types most needed in Los Altos?
3. When assessing new housing development that might be built in Los Altos in the next 8 to 10 years, what should be the City's most important considerations?
4. Is there anything else that you would like to share about why you are here this evening? Any questions, comments, or additional housing opportunities we should be aware of?
5. Do you have any suggestions for what groups should be reached out to, to solicit additional feedback on the Housing Element Update?



LOS ALTOS HOUSING ELEMENT

Main Takeaways

What do you think are the most critical housing issues in Los Altos?

- The permit process for ADU's needs to be improved and expedited from its current state. (2)
- Concerns that with added housing units, there hasn't been thought into the services to support this new population growth and the impacts on surrounding residents/businesses. (2)
- Turning vacant homes throughout the City into rental units and other creative policies should be looked at to provide additional housing. (2)
- The existing zoning policies do not allow for the additional housing units needed to meet RHNA. (1)
- Affordable housing for low and middle income families is needed to support local businesses that currently commute from outside the City/County. (1)
- It is important to preserve the R1 – Single Family Zone and explore other zoning areas to add additional housing stock to meet the RHNA numbers. (1)

What do you think are the housing types most needed in Los Altos?

- Allow for a variety of dense low/middle income housing in places that are less intrusive and can accommodate you families and those who work in Los Altos. (3)
- Desire for more ADU's with a streamlined process. (1)
- Affordable multifamily housing located close to transit opportunities is highly desirable. (1)
- Senior housing is desired to accommodate the aging population. (1)

When assessing new housing development that might be built in Los Altos in the next 8 to 10 years, what should be the City's most important considerations?

- Keep the charm and quaint feel of Los Altos that many residents have moved to the area for. (2)
- Provide a mixture of affordable housing for those in the service industries including firefighters, City staff, and teachers. (2)
- Focus new housing in areas with transit options and create walkable neighborhoods with access to services. (2)
- Prioritize a housing stock that serves young families, low income, the disabled and seniors. (1)
- Make sure there is a timely entitlement process for building new housing units. (1)
- State and local programs should be created to increase affordability without building all new units. (1)

Is there anything else that you would like to share about why you are here this evening? Any questions, comments, or additional housing opportunities we should be aware of?

- The City needs to do more outreach than they are currently doing to reach in need populations that may not be captured in the current noticing.



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- Utilize the data collected to create realistic housing goals and policies that address affordable and diverse housing. (2)
- Don't compromise the quality of life in Los Altos to meet the number of housing units needed. (2)
- Plan for infrastructure and other needed improvements that come with additional housing and population growth.

Do you have any suggestions for what groups should be reached out to, to solicit additional feedback on the Housing Element Update?

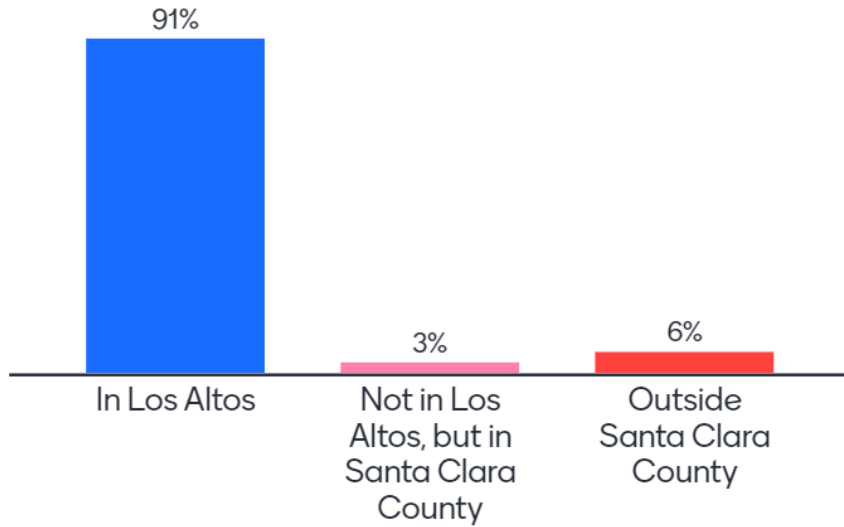
- None noted.



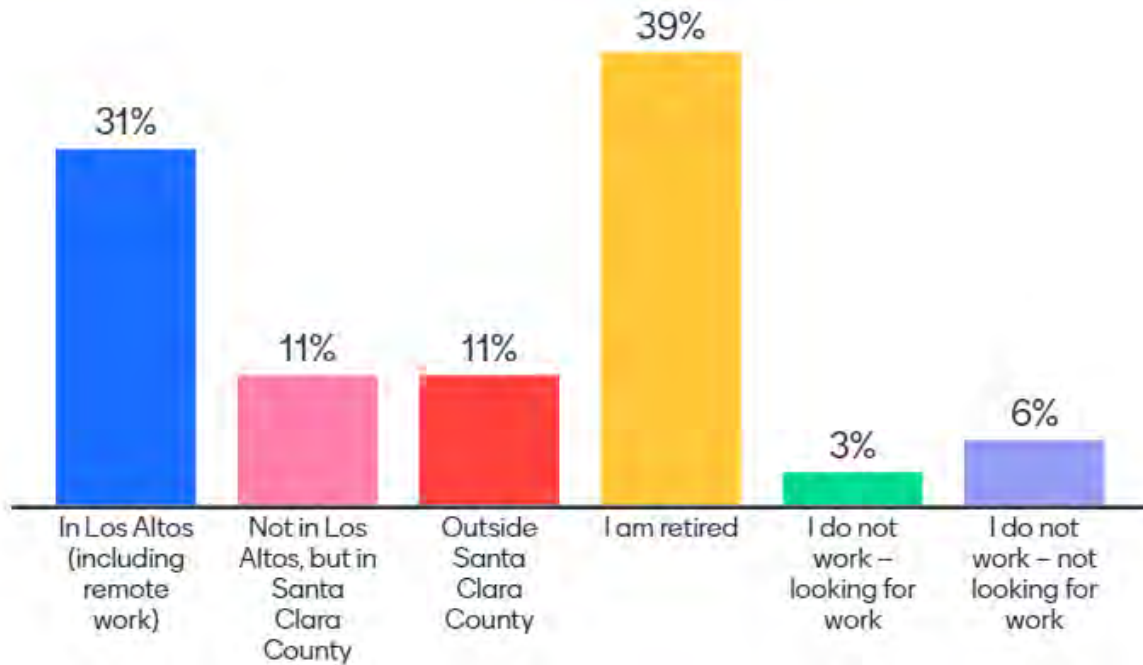
Appendix

DEMOGRAPHIC LIVE POLL RESULTS

1. Where do you live?

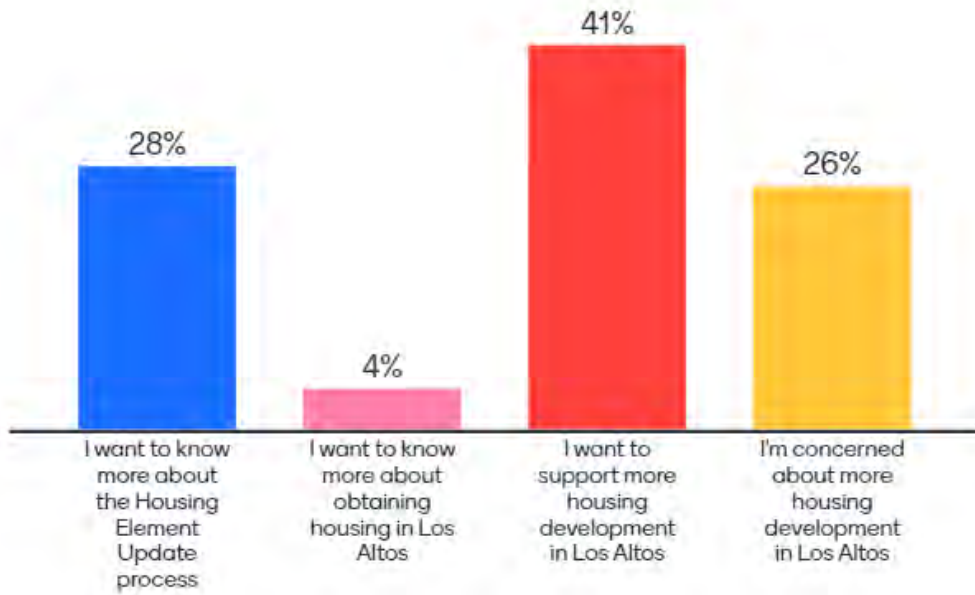


2. Where do you work?

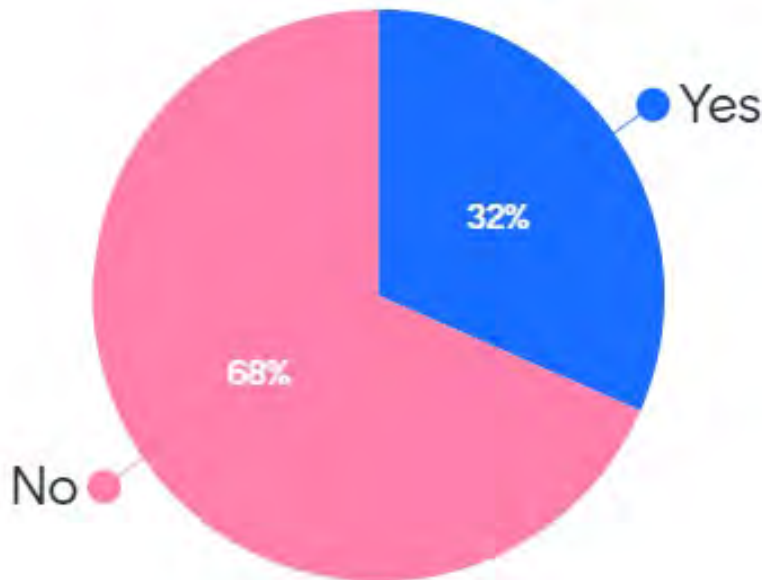




3. Which of the following describes why you decided to attend tonight's workshop? (select all that apply)

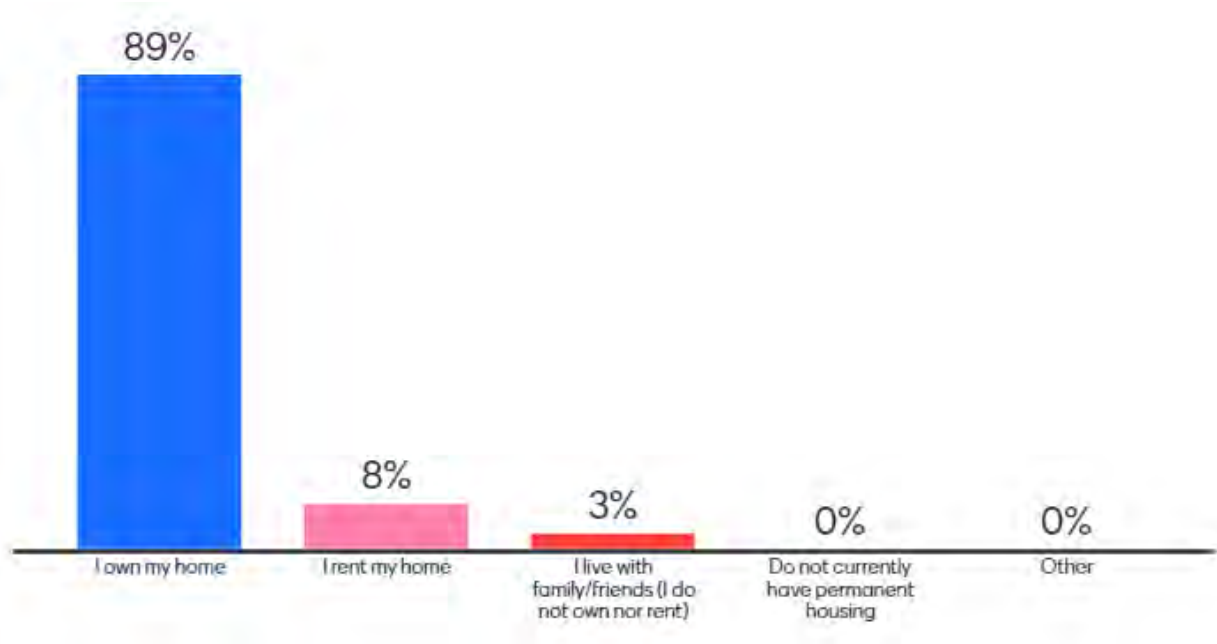


4. Have you participated in other Housing Element events?

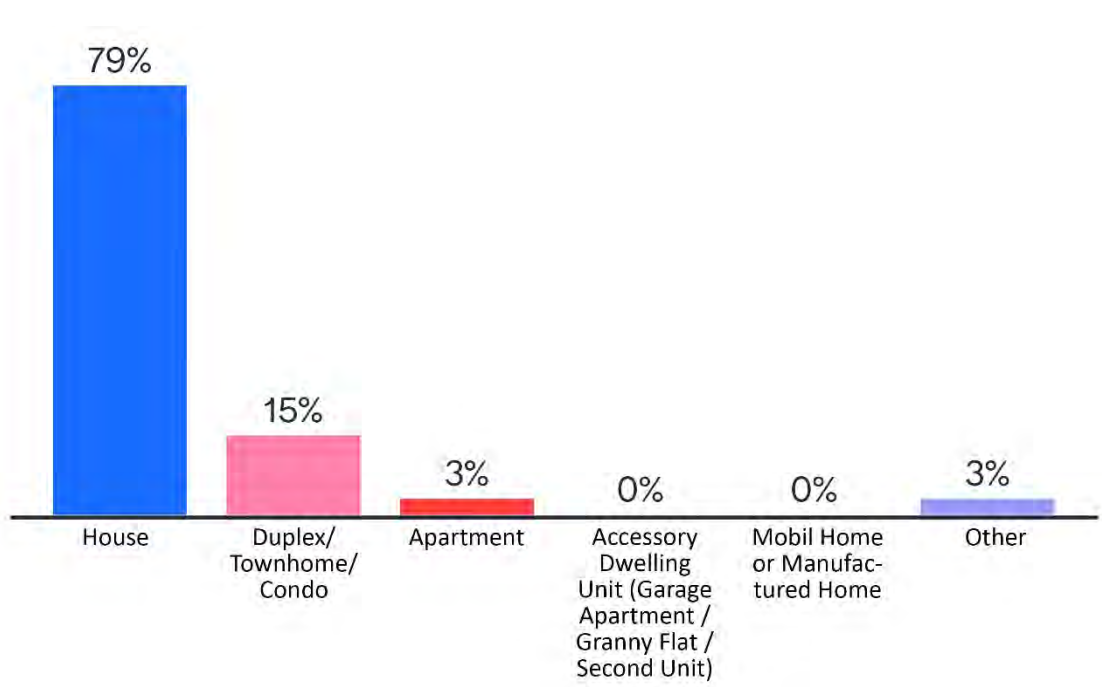




5. What is your current housing situation?

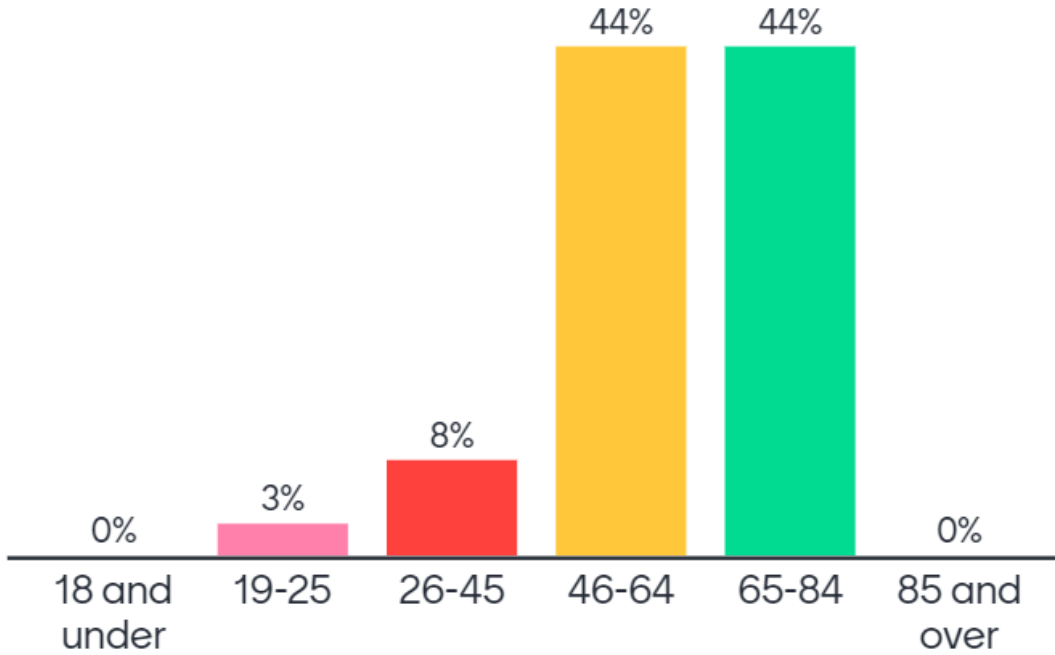


6. What type of housing do you live in?

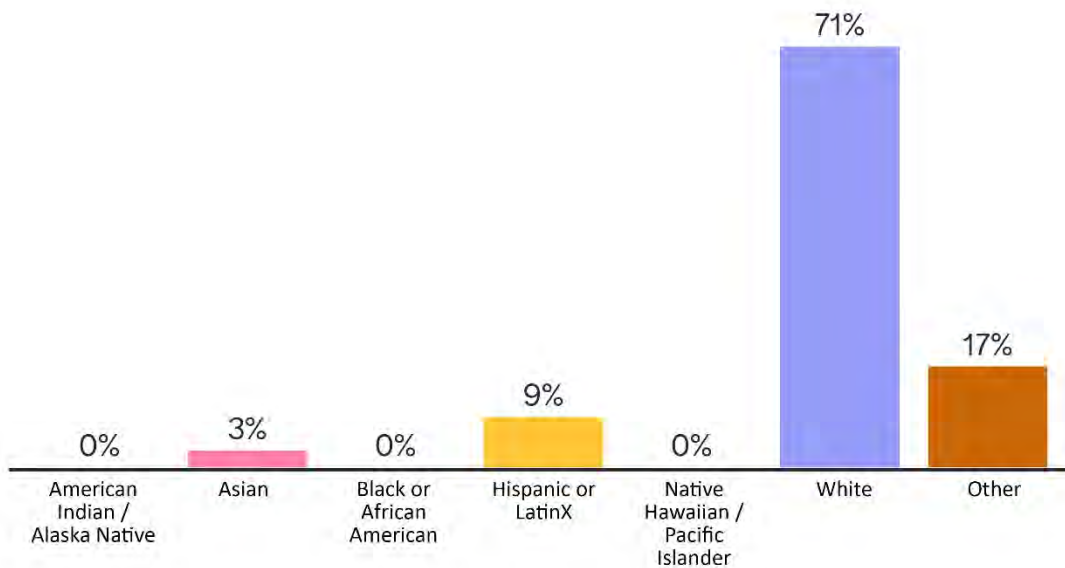




7. What is your age?



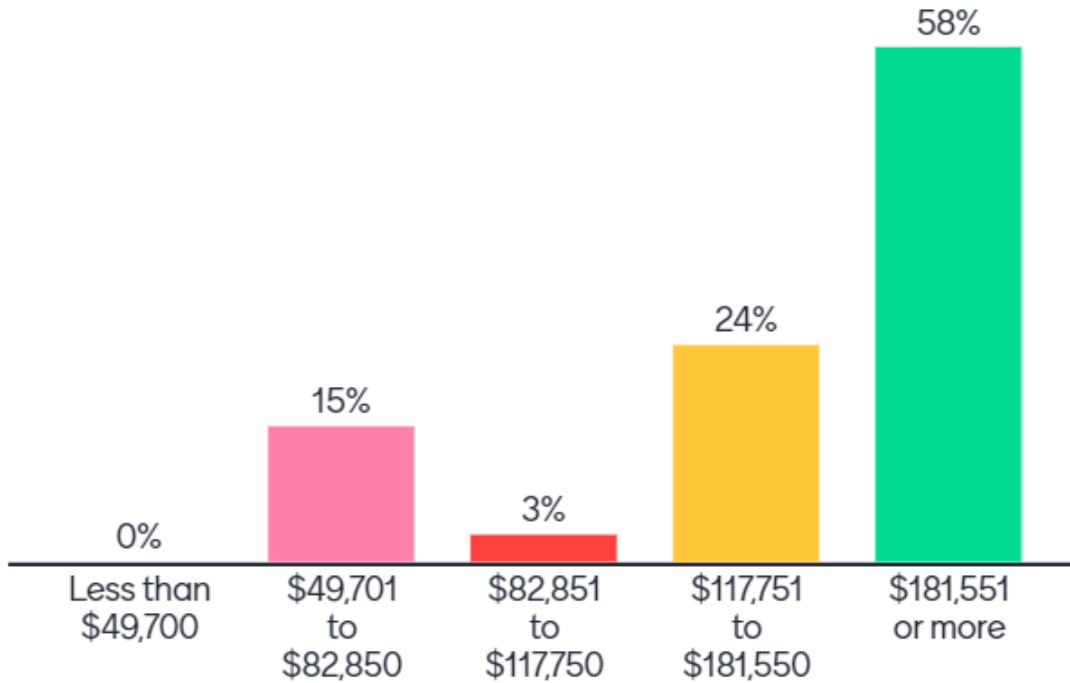
8. Race and Ethnicity





LOS ALTOS HOUSING ELEMENT

9. Which bracket best describes your household income?

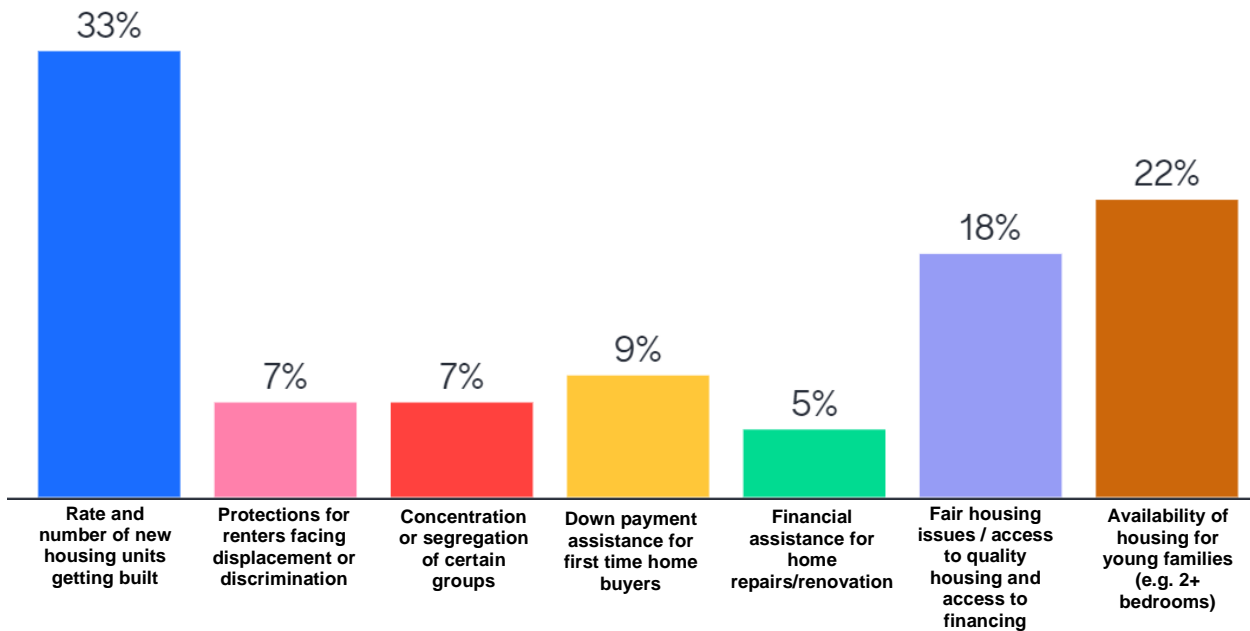




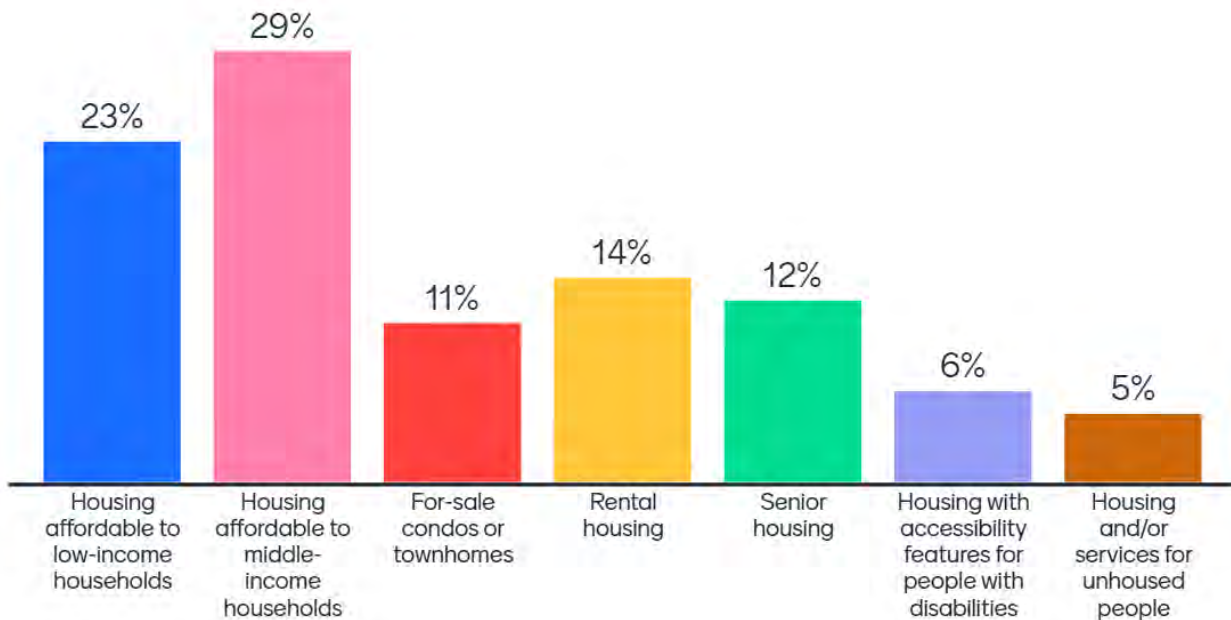
LOS ALTOS HOUSING ELEMENT

HOUSING IN LOS ALTOS LIVE POLL RESULTS

1. What do you think are the most critical housing issues in Los Altos?

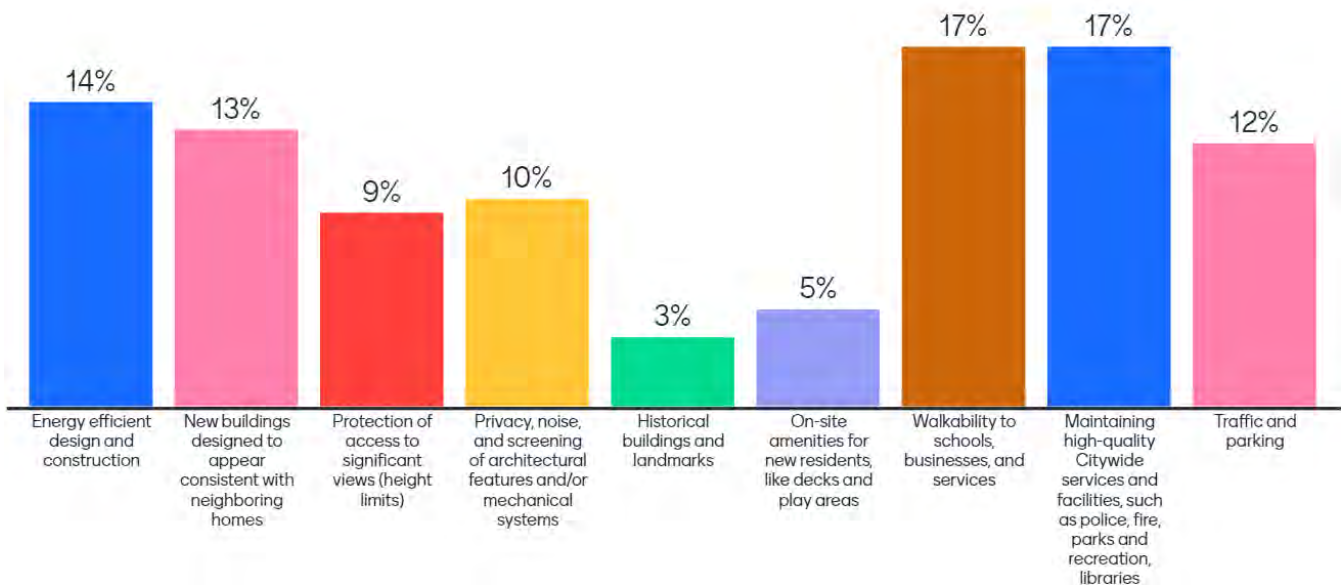


2. What do you think are the housing types most needed in Los Altos?





3. When assessing new housing that might be built in Los Altos in the next 8-10 years, what should be the City’s most important consideration?



CHAT COMMENTS/QUESTIONS

- Is this the 1st Housing Element Mtg for Los Altos? Plse advise.
 - **Response:** *This is the first Community Workshop. There have been some pop-ups and small group meetings already.*
- Is there a problem with logging on? A friend is having trouble getting into this meeting
- Every house is a house!
- Not just single detached homes
- Salim-argue with Websters
- Is there a Middle Eastern/North African category on the race/ethnicity question? This community comprises a large proportion of Los Altos residents - important to consider for future polls
 - **Response:** *In census terms these ethnicities are racially white White – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa*
- Will the poll results and presentation be posted online? When?
- I am so excited about this process!
- Agree Jeanine!
- Hi Julie! I just heard from Adobe Pet Hospital; they are cutting off all service after 5pm due to inability to staff!
- How many ADUs were permitted in Los Altos in 2021?
- Loved the centerfold ad for the Housing Element in the Town Crier today! Great job Bruce and the HE team!
- We need homes for all different stages of life



LOS ALTOS HOUSING ELEMENT

- I read (on the HE website I believe) about a pop up at Woodland Library but when I went there at the time announced, the library was closed and when I got home the announcement was removed from the website. What happened??
- 1/2 acre or lower income sites?
- multi-family
- Low income sites have to be half an acre or higher Because you can't afford to build an affordable building on less
- Younger families, workers, diverse cultures all increase our city's vitality and ensure we're a full-attribute City 25 years from now.
- Please explain 1/2 acre required for low income? How many units on that?
- I still don't see any explanation how this works.
- Could folks who are talking introduce themselves? There are no names on the photos
- Will housing in the middle be addressed?
- How are lower income units funded? Does the state provide funding?
- I signed up a long time ago for the newsletter/announcements from the HE website. Why have I received nothing except an announcement about tonights meeting? Why aren't the popups announced (maybe a day before)?
- I am answering many of these questions based upon the rhna requirements being imposed on los altos. it is not what I necessarily believe
- nothing about mass transit?
- or bikeability
- I understand that there is a law that dictates what HCD thinks needs to built in LA. My question is, do Los Altos residents want this growth?
- Apparently we do, Barry. Did you look at the poll results?
- Barry-I am not convinced most residents want increased growth in density and height
- we need this growth
- Anne-self selecting group. fifty people do not a city make
- Jeannie-we don't need the growth, we are forced to accept it
- I heard about some communities where churches are partnering and providing space on their properties for high density affordable housing- sounds innovative and a win-win.
- @David, @Jen, I have been on 100+ zoom meetings without any issues with audio. Most everyone knows how to use Zoom. Why did you choose to introduce a likely totally-new environment of Ring Central?
- It would be great if some of the Los Altos churches wold step up and provide housing, or even safe parking. I hope they do.
- Programs will be key. Programs, programs, programs!
- it would be great if all those supporting more affordable housing if they sell their homes to someone in need at a below market price. That would facilitate more home ownership by those who cannot afford current prices
- Some cities fine owners of ghost houses.
- Hey Jon, I did just that with my second home!!!
- Jeanine-great. wish more folks would do likewise
- I would ask the housing element to address higher density and alternative zoning/uses on church properties and possibly school properties too. Would be nice to see some creative open-minded



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thoughtfulness on that. We need to get much more creative to support building more housing and the extra housing, at higher densities is important. I would like to see us be more aggressive on housing, especially below market rate housing.

- SOOO excited that Los Altos is talking about how to do this!
- I would like to see more folks from differernt perspective participate in future meetings
- Will presentation and notes be on the website?
- We are still incredibly high-level and vague. I would like to see two or three examples of how to achieve lower income housing
- Our breakout group had different perspectives. But in the end virtually all want more housing. That's representative of the city, I would guess. There were a lot of new faces here tonight.
- I would also like to start looking at zoning maps to discuss upzoning



Community Workshop #2

Format: Zoom Virtual Meeting | March 1, 7:00-8:30pm

The purpose of the Housing Element Update Community Workshop #2 was to provide an overview of the Sites Inventory Analysis and gather input from meeting participants about the key screening criteria, key assumptions, and policy considerations that informed the site inventory. Feedback will inform the refinement of the site inventory and will guide the preparation of the Housing Element Update.

The community workshop was held via Zoom on Tuesday, March 1 from 7-8:30 pm and was facilitated by City staff and the consultant team (Lisa Wise Consulting, Inc. and Plan to Place). All materials were made available and posted on the project website prior to the meeting. Approximately 150 households attended the meeting. The meeting agenda is outlined below:

1. Welcome & Introductions
2. Agenda & Logistics
3. Presentation on Site Analysis
4. Group Q&A
5. Overview & Opening of Breakout Rooms
6. Breakout Rooms Report Back
7. Closing and Next Steps

ATTENDANCE

Meeting participants: approximately 150 households

City Staff

- Laura Simpson – *Interim Planning Director*
- Sonia Lee – *Public Information Officer*

Consultant Team

- **Lisa Wise Consulting, Inc.** – David Bergman, Jennifer Murillo, Stefano Richichi, Olivia Salter
- **Plan to Place** – Dave Javid, Paul Kronser, Rachael Sharkland



WORKSHOP SUMMARY

Laura Simpson opened the meeting by welcoming attendees and introduced the team. Dave provided an agenda overview and conducted the demographic live poll. The following is a summary of the results from the demographic poll that was administered at the beginning of the meeting:

Demographic Live Poll (full results in the appendix)

- 1. What is your age?**
 - 2% are 18 and under
 - 2% are 25-44
 - 52% are 45-65
 - 43% are 64-84
 - 2% are 85 and over
- 2. What is the primary language spoken in your house?**
 - 97% speak English
 - 2% speak Cantonese
 - 2% speak Vietnamese
- 3. Which category best describes you?**
 - 2% identify as American Indian/Alaska Native
 - 13% identify as Asian
 - 2% identify as Black or African American
 - 6% identify as Hispanic or LatinX
 - 71% identify as White
 - 6% Other
- 4. Where do you live? (select one)**
 - 95% live in Los Altos
 - 3% live in Santa Clara County but not Los Altos
 - 2% live outside of Santa Clara County
- 5. Where do you work?**
 - 29% work in Los Altos (including remote work)
 - 28% do not work in Los Altos, but in Santa Clara
 - 6% work outside Santa Clara
 - 34% are retired
 - 2% do not work or are looking for work
 - 2% do not work and are not looking for work
- 6. If you work in Los Altos, how long is your commute?**
 - 31% travel less than 20 minutes for work
 - 6% travel 20-30 minutes for work
 - 2% travel 40-50 minutes for work
 - 39% don't work in Los Altos
 - 22% Other



7. If you live in Los Altos, what is your current housing situation?

- 97% own a home
- 2% live with family/friends (don't own or rent)
- 2% don't live in Los Altos

8. If you live in Los Altos, how long have you lived there?

- 3% have lived in Los Altos for 3-5 years
- 6% have lived in Los Altos for 6-10 years
- 89% have lived in Los Altos for 10+ years
- 2% don't live in Los Altos

9. If you live in Los Altos, what kind of housing do you live in?

- 88% live in a house
- 9% live in a duplex/townhome/condo
- 2% don't live in Los Altos
- 2% other

10. Have you participated in other Los Altos Housing Element events?

- 54% no
- 46% yes

After the poll closed, Jennifer Murillo from Lisa Wise Consulting, Inc. (LWC) gave a presentation that included a brief overview of the Housing Element, but focused primarily on the approach for the Sites Inventory Analysis. The Housing Element Overview included background, purpose, update process, and state requirements.

Jennifer then provided an explanation of the key screening criteria and assumptions that informed the sites analysis and policy considerations for providing additional housing capacity. To guide feedback, the policy considerations were divided into five topics including the Commercial Thoroughfare zone (El Camino Real), the Public and Community Facilities Zone (focused on the properties of Los Altos United Methodist Church, Los Altos Christian Schools, and vacant property at Grant Road and Fremont Avenue), the Office Administrative Zone (primarily along San Antonio Road east of downtown and on Los Altos Oaks), the Commercial Retail Sales Zone (in the downtown area focused on Main Street and State Street), and the area of the Loyola Corners Specific Plan. Each of the areas was illustrated with a map(s) and included a question that was used as a discussion prompt for the breakout rooms (see below). This was followed by an opportunity for any clarifying questions from the meeting participants through the virtual chat feature. To find a list of all the comments and questions asked, please see the Appendix.

Following the presentation portion of the workshop, Dave gave an overview of the small group breakout room logistics and then opened the rooms which participants were randomly assigned. A facilitator and note taker from the project team were assigned to each breakout room. The project website (<https://www.losaltoshousing.org/>) currently houses an online feedback form to allow members of the community that did not participate at the workshop an opportunity to provide input. These online responses will be collated and added to this summary.



MAIN ROOM CHAT SUMMARY

The summary below captures takeaways from the main room chat that was open to participants before breaking into small groups. These comments and questions do not pertain to specific discussion prompts, but have been organized into broad themes. In response to the participants' request for a complete record of the meeting chat, a transcript of all of the comments and questions from the main room that were fielded during the upfront presentation can be found in the Appendix.

Main Takeaways

Request for more information and/or clarification regarding site inventory

- Request for explanation of and interest in contesting RHNA numbers.
- Request for a spreadsheet of the site inventory with addresses and capacity.
 - Are the identified sites sufficient to meet the RHNA target?
- Request for clarification on assumptions that went into site selection and feasibility of sites being developed.
 - Is there any evidence that the churches are interested in developing housing?
 - Is Los Altos going to invoke eminent domain in order to force current businesses out?
- Request for what constitutes "substantial evidence" that the city must provide to show that non-vacant sites can be developed.
- Desire to understand how property owners and their willingness to sell impacts the site analysis.
- Confirm viability of developing housing on parking plazas.
- Confirm feasibility of alternatives to increasing parking (underground parking, shuttles to reduce VMT).

Suggestions for future workshops

- Desire to see more diverse participants, especially those that will be most affected by the proposed changed zoning (e.g. below 45, renters, young families, and professionals).
- Request for more time in the breakout rooms with fewer questions so discussion can be more in depth.
- Clearer maps so feedback can be more directed.
 - Do you realize that we can't read these zoning maps (street names illegible)?

Request for more information about BMR housing

- Clarification request for BMR requirements as they impact density bonuses and additional height.
 - When you remove caps, and assuming BMR units are included in a project, can developers add another story for a total of 4 stories?
- Concern that BMR housing is concentrated in one location (South Los Altos).



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- More information about specified rental/purchase rates for very-low income units.
- Request for identification of developers that will build BMR units.
 - Please provide specifics of how 501 very-low income units will be built? What are the specified rental/purchase rates? Which identified developers might build these and where?

Advocacy for housing if coupled with other amenities, services, and infrastructure

- More information on how urban transit infrastructure, amenities, and schools will be part of the planning process.
 - Where will the new schools for new residents be located?
- Support for mixed-use buildings with commercial/ retail on the ground floor and housing above.
 - Can we convert commercial zones to mixed use?
- Support for the City to establish large-scale upzones, rather than parcel by parcel.

Opposition to increased density

- Opposition to additional height generally and its impact on the neighborhood.

Commercial Thoroughfare (CT) District

- Support for increasing density in the downtown area.

Community Facilities Zone (Including Grant Road and Fremont Avenue)

- Grant and Fremont, northeast corner, would be better served by an open space and a bike lane for bicyclists to get them away from the commuter Fremont/Grant road traffic.
- Concern that developing housing at Grant and Fremont will change neighborhood character, will cause more traffic congestion and is isolated from services.
 - Why are we considering the Grant/Fremont and the Magdalena churches, and other areas, which will just contribute to more traffic and disrupt existing neighborhoods?

Loyola Corner Specific Plan (LCSP)

- Concern for developing LCSP because height and traffic may disrupt existing character.
 - How will parking be accommodated at LCSP?
- Support for more housing and services at LCSP.



LOS ALTOS HOUSING ELEMENT

SMALL GROUP DISCUSSION SUMMARY

The remainder of the meeting was devoted to gathering input from meeting participants through facilitated small group discussions. Feedback was recorded in four breakout rooms on a virtual whiteboard (see snapshot below) in response to the discussion prompts below. The summary below provides a high-level overview of themes that emerged from the small group discussions. The numbers in parentheses indicate the number of breakout rooms in which the referenced comment was expressed. A full transcript of all of the chat comments from each breakout room can be found in the Appendix.

1) ALLOW HIGHER DENSITY IN THE COMMERCIAL THOROUGHFARE (CT) DISTRICT?

<u>Verbal Comments Questions</u>	<u>Chat Comments Questions</u>
<ul style="list-style-type: none"> • There were a couple sites off of Foothill and LCSP sites; roughly where are sites identified? Are all sites off of Foothill at LCSP? If we are concentrating vs. dispersing development is important to know. • When you have enough BMR units developers can add an additional story, did you estimates include this? • El Camino makes a lot of sense for BMR and other units because close to transit, good for young people • El Camino makes the most sense of proposes sites. • Along Foothill I am unclear if a site has been identified like a supermarket or other shopping area; what conversations have been had so far with owners of those properties? • When site has been identified to what extent will building standards that are in harmony with surroundings be maintained? I have a concern for S. Los Altos there are a high concentration of lower cost units; how will the likelihood of aesthetic erosion be addressed, which may happen when a developer is trying to save on cost? What kind of zoning will be put in place to prevent the degrading the neighborhood? • It would be fair for the whole town to distribute the lower cost units across the town. • Talking about El Camino: we don't have buffer zoning so, is there a discussion of creating smaller apartment buildings to buffer SFH from high rises along El Camino? • Will RHNA ever target the "missing middle." • Reiterate that there is a risk with the approach City has taken, we aren't blaming the City, but if they end up clustering BMR housing, and the design is in conflict with existing neighborhood, will degrade. Spread BMR units across City. 	<ul style="list-style-type: none"> • I agree with both Abby and Elizabeth that height on El Camino, if too high, will block light and definitely need a buffer zone to the nearby single story houses. • I heard, secondhand, that Biden said the country needs 3.8 million new homes. CA is demanding 3.5 million new homes. So, CA requirements seem way out of line if these figures are true.

Example of notes taken on virtual whiteboard during the small group discussion



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Small Group Discussion Prompts

1. Allow higher density in the Commercial Thoroughfare (CT) District?
2. Allow residential uses on certain Public and Community Facilities (PCF) zoned parcels?
3. Allow residential uses in the Office Administrative (OA) District?
4. Establish a minimum density and allow 3 stories (or 100% residential uses) in the Commercial Retail Sales (CRS) District?
5. Remove the density cap and allow 3 stories (or 100% residential uses) in the Loyola Corners Specific Plan (LCSP)?

Main Takeaways

General (not in response to a specific question)

- More information on the implications of CA state laws (SB9, SSB10, SB35) on Los Altos, and how Los Altos will meet the state's requirements for substantive evidence that a parcel can be redeveloped. (4)
- Request for more specific and clear information on site inventory (e.g. addresses with proposed capacity). (3)
- Clarification request for BMR requirements. (4)
- Clarification needed for this discussion to differentiate between height, stories, density, and what 'multifamily' means and looks like. (4)
- Concern that high density will negatively impact current residents' neighborhood aesthetics and real estate investment. (4)
- Concern that BMR housing will be concentrated in certain areas creating "ghettos," aesthetically poor housing, and/or places that reflect isolation of persons that live in affordable housing. (3)
- Concentrate density where it's already commercially viable, eg. large parcels, or parcels that can be aggregated and are near transit and amenities. (4)
- Up zoning in the El Camino area to increase density is appropriate. (4)
- How is school capacity being taken into account? (3)

Allow Higher Density in the Commercial Thoroughfare (CT) District?

- Density and height should be concentrated along El Camino commercial thoroughfare because it is near transit and services. (4)
- Request to include buffer zoning to mitigate impact of height on El Camino on surrounding SFH neighborhoods. (2)
- Desire to see a traffic study on El Camino that accommodates increased density. (3)
- Request for more information about density bonus as it relates to BMR housing and which developers are interested in building units with presumably these deed-restricted rents. (2)
- Request to include open space near San Antonio in the site inventory. (1)



Allow residential uses on certain Public and Community Facilities (PCF) zoned parcels?

- More information about the Fremont and Grant parcel needed to understand what appropriate density would be, whether services could be added to this area, and how traffic would be accommodated. (4)
- No high density on Fremont, may negatively impact existing neighborhood ambiance and kids walk and bike along the street to and from schools. (2)
- Request for more information about how housing would be built on church property and why these sites were selected, and whether loss of churches might have a negative impact on the community. (2)
- Concern that these properties are isolated and not near amenities. (2)
- Support for more housing along Grant and Fremont. (2)

Allow residential uses in the office administrative (OA) district?

- Rancho is a historic structure and serves as a central location for various amenities, don't remove this resource. (3)
- South San Antonio road has small lots that directly impact single family homes, don't increase density here. (2)
- San Antonio is a good place for housing because it is near transit; commercial on the ground floor and housing above would be appropriate. (3)

Establish a minimum density and allow 3 stories (or 100% residential uses) in the Commercial Retail Sales (CRS) District?

- Support increased density here as long as parking is considered. (1)
- Consider building on top of existing parking garages or on parking plazas. (3)
- Clarification on the height implication of 3 stories (34 or 38', does this include retail etc.). (1)
- Request for a more creative and inclusive approach to neighborhood planning with multiple kinds of housing. (1)
- Concern about design standards and setbacks. (1)

Remove the density cap and allow 3 stories (or 100% residential used) in the Loyola Corners Specific Plan (LCSP)?

- Consider a tiered approach to mitigate height. (2)
- We have already spent time on this specific plan as a community, why is this being re-opened? (2)
- Yes, to 3 stories here. (3)
- No to 3 stories here, concern about impact on aesthetics and privacy. (3)
- In favor of building on parking lots. (1)



LOS ALTOS HOUSING ELEMENT

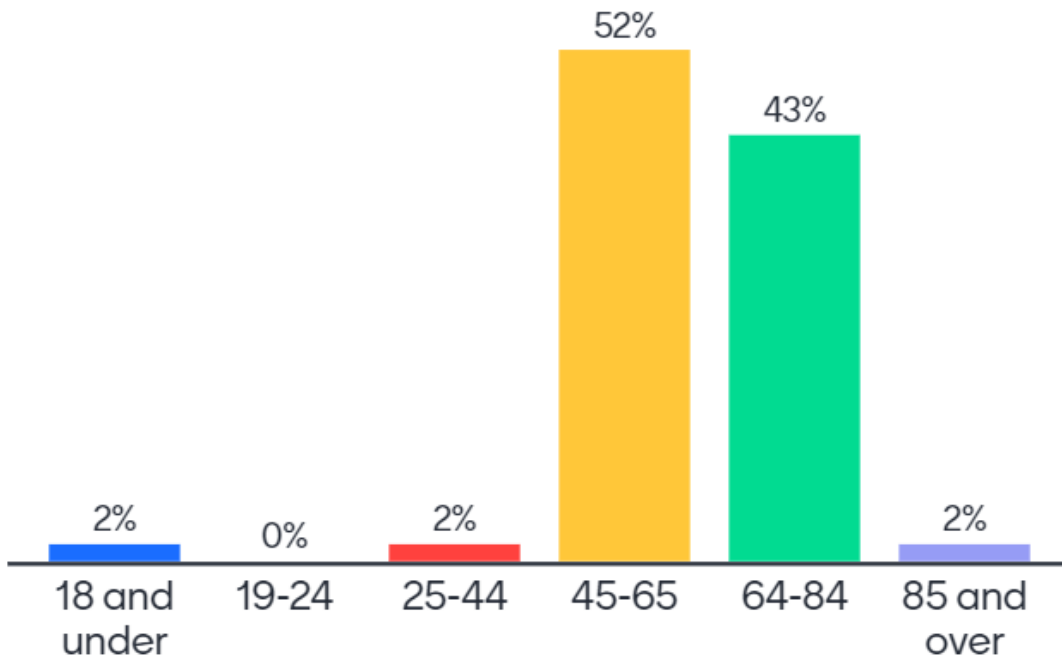
- No high density on Main or First, unless design standards include setbacks to improve the pedestrian experience. (1)
- Concern about intersection and bridge over expressway. (1)



Appendix

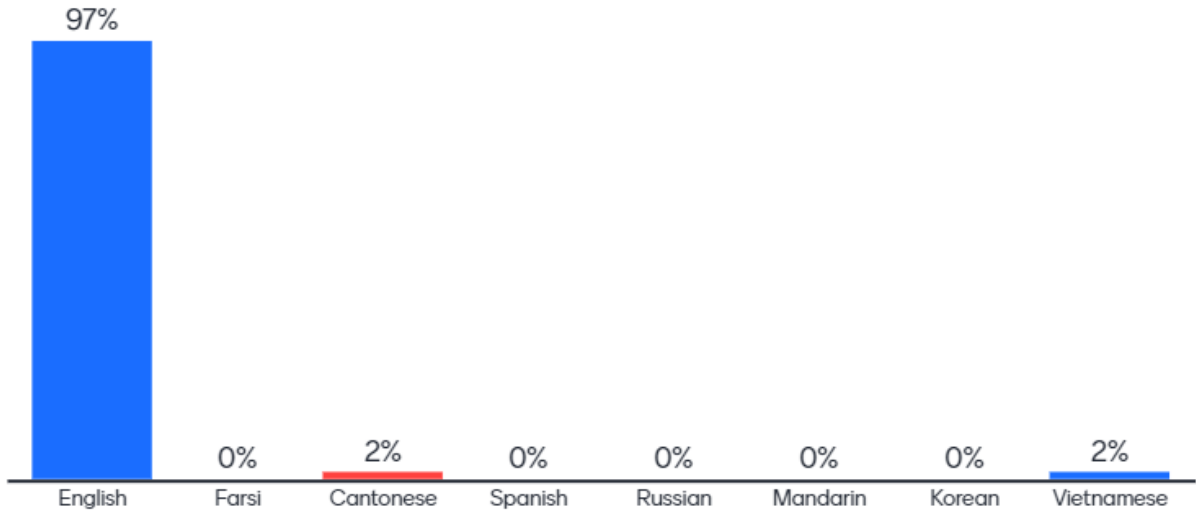
DEMOGRAPHIC LIVE POLL RESULTS

1. What is your age?

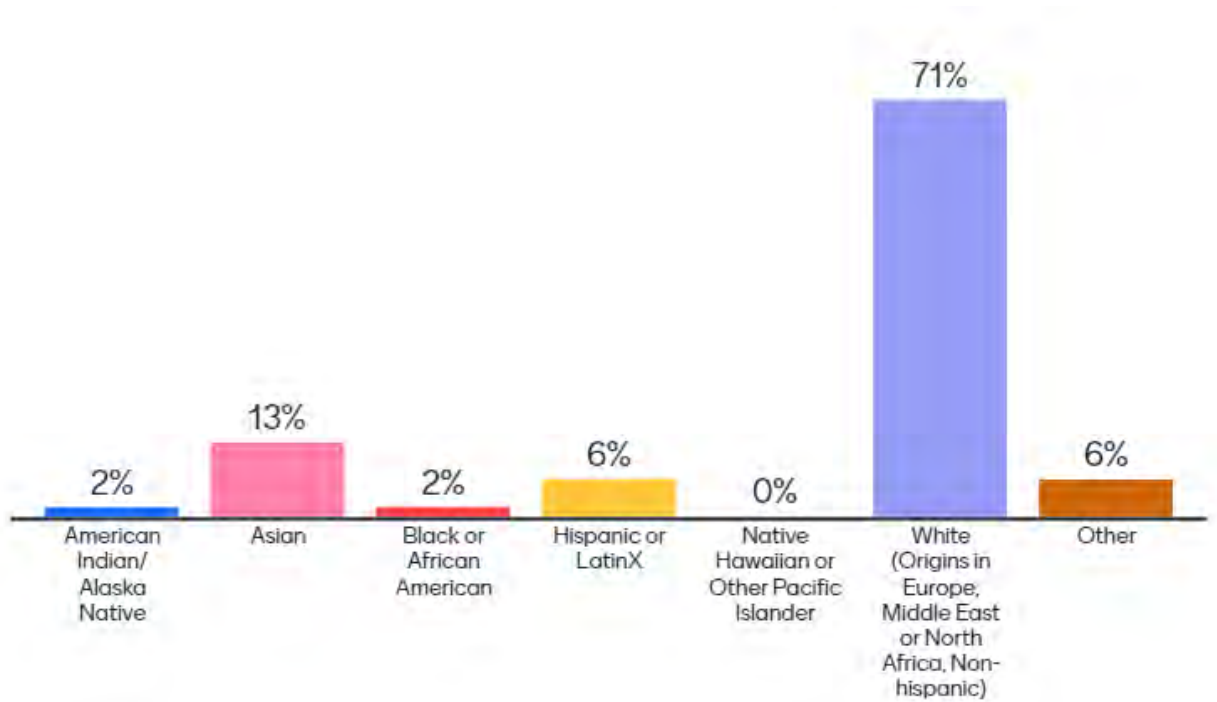




2. What is the primary language spoken in your house (Choose all that apply)?

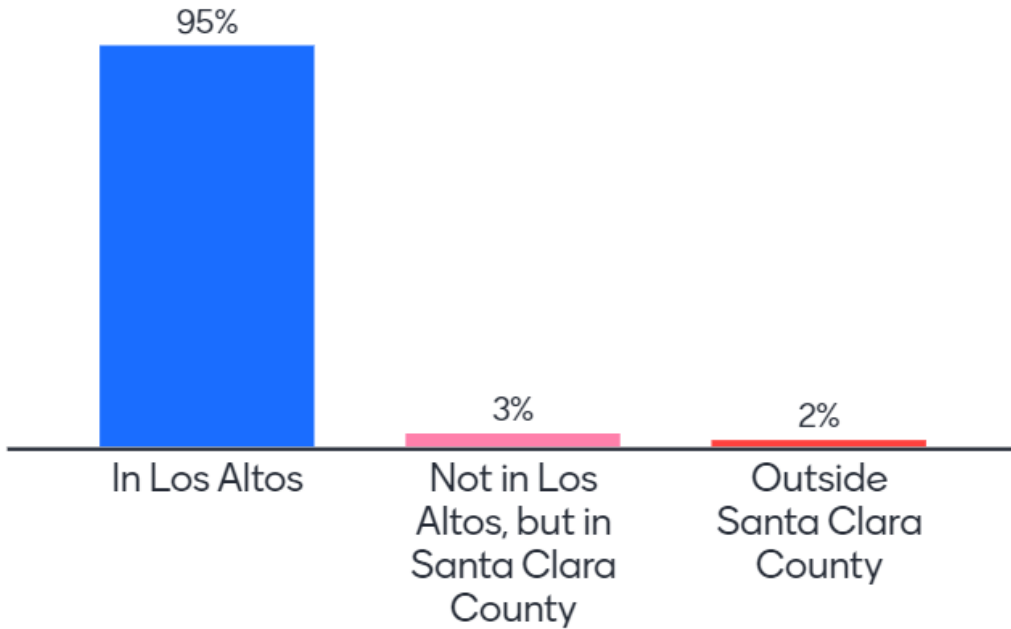


3. Which category best describes you?

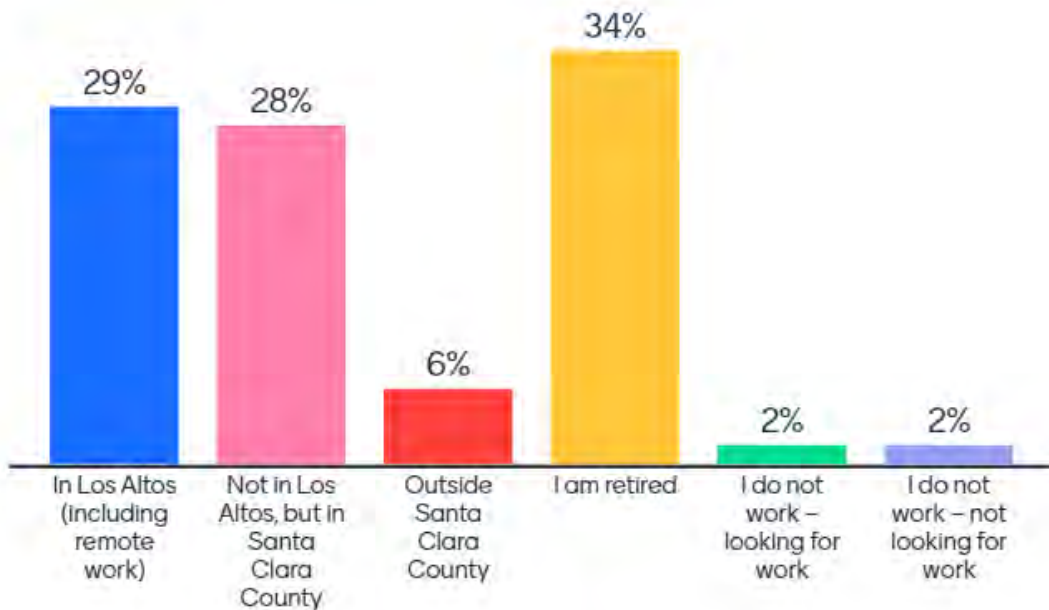




4. Where do you live?

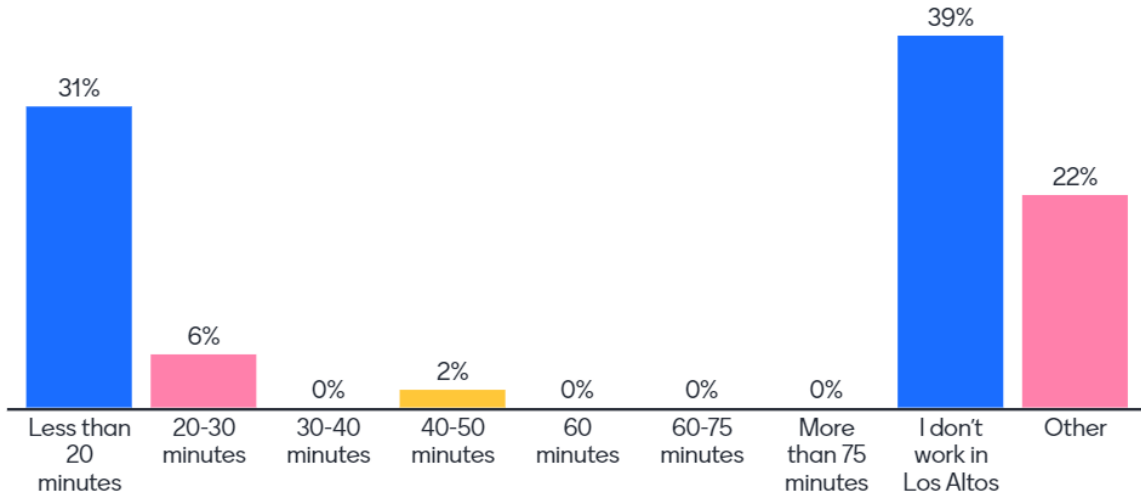


5. Where do you work?

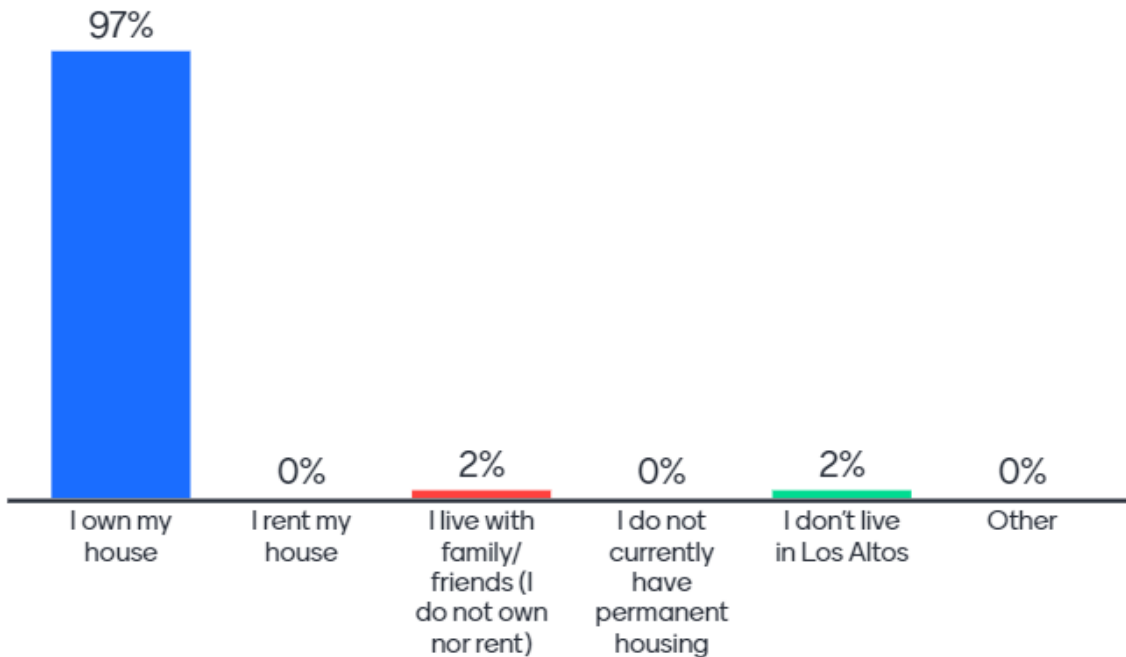




6. If you work in Los Altos, how long is your commute?

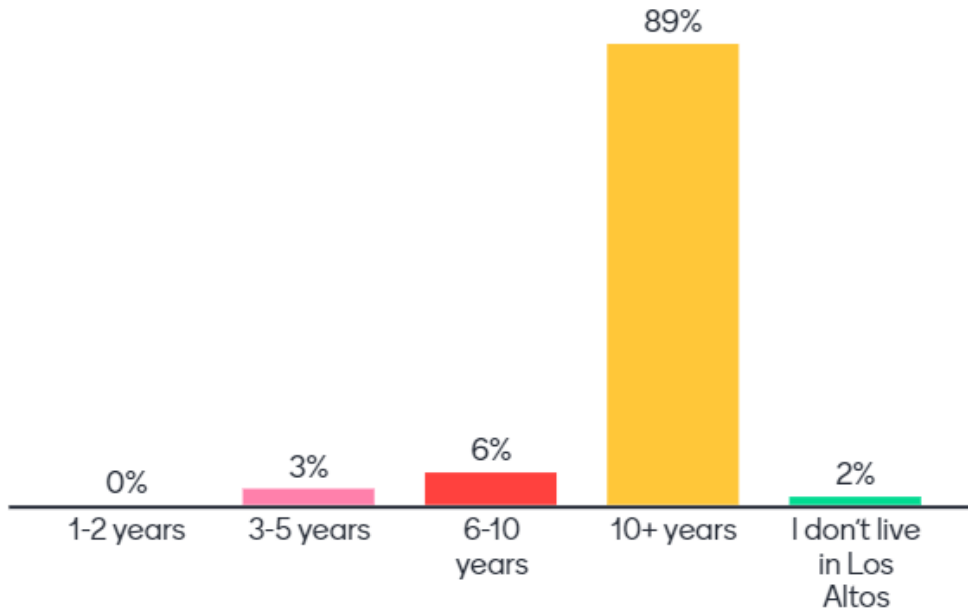


7. If you live in Los Altos, what is your current housing situation?

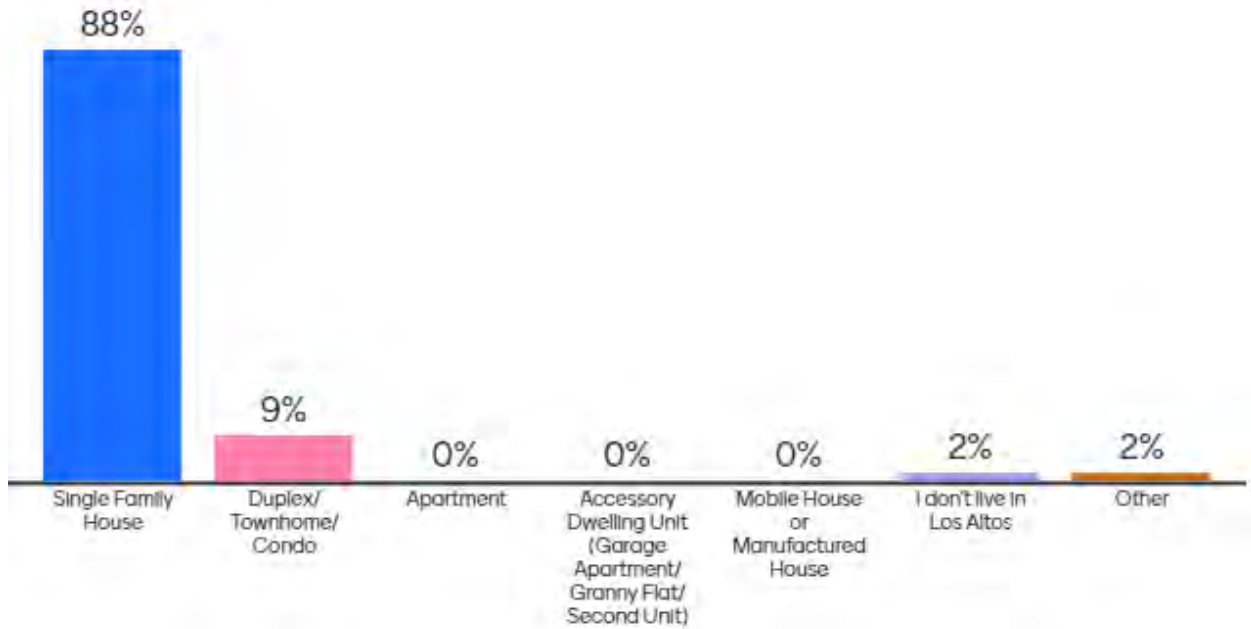




8. If you live in Los Altos, how long have you lived there?

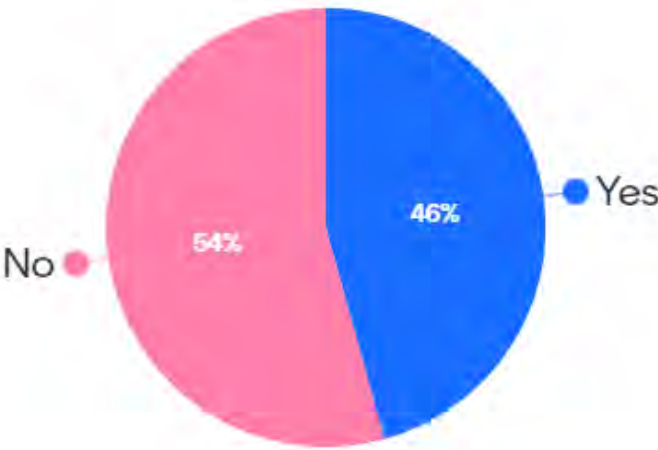


9. If you live in Los Altos, what kind of housing do you live in?





10. Have you participated in other Los Altos Housing Element events?





LOS ALTOS HOUSING ELEMENT

TRANSCRIPT OF ALL CHAT COMMENTS MAIN ROOM CHAT COMMENTS

Can we see the images of attendees while we wait?
What state law is mandating this need for more housing?
Why is English "as expected" the primary language spoken in the homes of L A?
Will the answers to these questions be summarized and distributed?
The most important thing we need tonight is a spreadsheet of the site inventory, even if preliminary, so your community can do independent analysis of whether or not you are meeting the HCD criteria to create a feasible HE. We don't want the state to reject our HE, even at the 1st pass.
I agree with Jeanine. We need to know the preliminary sites, and how many homes are expected out of each site
Outreach has been pretty broad... glad we want beyond the TC!
The slides identify sites and a range of numbers of possible new housing (of each type), but there is no table that summarizes the totals. I think we'll first see that with the Draft Housing Element.
If we can't get a legal, feasible housing element, we will be in for lots of legal fees and perhaps lose any local control
How are you talking about numbers, then, if you don't know what they are? How do you know the preliminary sites are enough?
Since we have no vacant sites of material import, we need to see upzoning everywhere. Upzoning does not mean automatic development. But it does show the state commitment to housing opportunity.
Presentation states " Over 80% of RHNA estimated to be accommodated through existing zoning and ADU's and pipeline projects" Would like to see how consultants arrived to this conclusion/Spreadsheet and Assumptions made (i.e City spoke with property owners that are willing to sell or develop their parcel). Thanks.
Curtis, agree, but we need that spreadsheet sooner.
Who set our RHNA and the percentages, and is there any ability to change it?
MJ Loptin: Every city that has tried to lower their RHNA has failed.
Right, Mircea. If the city thinks 80% of RHNA will be accommodated by existing zoning, then why are we not developing at 80% of our required rate, even for market rate housing



LOS ALTOS HOUSING ELEMENT

What participant Mircea seeks, as do many of us, is the "substantive evidence" the city must provide to show that that non-vacant sites can actually be developed.

because Anne, it is developers who develop properties, not the city

"Substantial evidence"

That 80% number is absurd unless eminent domain will be applied to all strip malls and churches in town.

MJ: Los Altos and many cities appealed to change their allocation and lost that ask. These are our final numbers.

But the exact percentages for the different RHNA categories can be adjusted? Some of those would be quite challenging here

MJ Lopatin: This is all challenging, but together we can rise to the challenge and house the people who work here.

I believe even parking plazas re also considered non-vacant.

MJ: no adjustment of that allocation either, and I agree.

Jon, it is the city, not the developers, who zones at a density that is feasible, or does not. If the city doesn't zone for enough housing, then the site will not be developed. See the Village Court for an example.

These RHNA numbers need to be challenged. No scientific formula but everyone just seems to accept them. ABAG has a committee made up of local officials, staff and stakeholders. Stakeholders meaning people who have a vested interest.

the parking lots are considered non vacant because cars really do park there and merchants downtown depend upon people coming downtown

There are 4 maps that show where the city is planning, at this point, to locate the RHNA + buffer units. North, North Central, South Central and South. The types of units by income are color coded. Why are the vast majority of low income RHNA units assigned to South Central and South Los Altos - both sections considered South Los Altos. Low Income and Moderate Income housing units should be distributed equally throughout Los Altos.

https://static1.squarespace.com/static/612fc0231c3b5b71bdaee404/t/621953fd6ed5e5671259095b/1645827079609/LWC_LosAltos_HEU_Wkshp2_PPT_Final_022522_w_maps.pdf

The maps are in this link.

As far as I reviewed on what was presented to date is a wishful thinking by hired consultants. Presentation with no backing/data. How would you know how many ADU's will build through 2031? Last 5 years average?/Extrapolation etc. How about how many condominiums projects



LOS ALTOS HOUSING ELEMENT

are upcoming besides what is in a current building-construction phase? Have they talked to property owners and have commitments otherwise is all a big "estimate".

challenging the numbers at this point, based on the bundle of legal precedent that such efforts are guaranteed failures, is a fool's follow. Let's spend our calories solving the housing problem. We don't need lawsuits and loss of local control where developers come in with license to build what they want. Just look at what happened to us with 40Main!

it is a little disappointing that we do not have more 45 and younger and less than 10 participating in this workshop

we have few under 45 participating because most homeowners are older. and young folks, by and large, don't see the value in participating in this process. my kids don't see how they will be able to buy a house anywhere, much less los altos

I agree Freddie

Potential site 61 has significant environmental issues that I think should disqualify it as a potential site at this time. The site has an identified riparian stream flowing into a stormwater detention basin with two dams that prevent flooding of downstream residential areas. It appears that this has not been properly evaluated. This is known as 2100 Woods Lane

Seas of asphalt for parking are a blight, climate-negative, and a waste of space. Put the parking in puzzlers or underground. Make Los Altos more walkable and use shuttles.

I agree that the Woods Lane site is not a good one for housing.

Agree with Freddie

Instead the city could use the large property it owns at the corner of Green Oak Lane and Bendigo Dr

and Jeanine, who will pay for the parking that needs to be built-will you, will the city, cost is 100K per underground space

Agree that we have WAY too much parking downtown and need more green space and mixed use housing, including on existing parcels zoned for commercial only (along San Antonio near 1st)

The people who use the parking should pay for it, that is a great way to disincentivize

way too much parking downtown? yes, right now, but when things go back to a more normal pace, I don't think so

Not everyone can ride a bike!

Elaine-they do-its called parking permits

Jon, we have to move our city forward.



LOS ALTOS HOUSING ELEMENT

The city needs to either commit to putting housing on the parking plazas (and this would be legally binding) or remove them from the sites inventory

Jeanine-that is rhetoric and nonsense. I am asking pragmatic questions and you talk moving forward???

Jeanine - perhaps not everyone agrees about what constitutes "forward."

The statement that CT/El Camino Real will accommodate properties on El Camino is not correct. The properties identified on the virtual map are not happening/development potential. Those owners are not selling. PAMF specifically.

We need to see the formula that says we need this much housing based people working remotely. We don't have the schools to accommodate this housing.

we are not the first city to do this. If other small-medium cities can do it, why can't we?

Do the Magdalena churches plan on leaving?

we are going to ban religious services so we can get more housing :)

because it's not what we want for our city?

I hope not

Is there any evidence that either the Methodist church or Bridges have any interest at all in developing housing? I hope they are interested, but when Los Altos Affordable Housing Alliance inquired, they said they were not

Moving forward means preparing our city for the next generations. We 60plus year olds need to think about how damaging to our community it is to be missing two generations behind us in terms of our demographics. The city will lose its vibrancy, its sustainability, and its self-sufficiency for lack of revenue.

Where do you expect cars to be parked near the proposed Loyola Corners development? There is no public transit, so at least 2 cars will be needed for each unit. Also, is Los Altos going to invoke eminent domain in order to force current businesses out?

I was wondering that as well. That's our church

Exactly. City needs to confirm they spoke with the churches.

No eminent domain. That is not how it works.

The housing has to go somewhere. Most likely large undeveloped properties. Wherever there are large spans of asphalt that is underutilized.

Millenials are moving into my neighborhood. They want bigger houses and yards.



LOS ALTOS HOUSING ELEMENT

Downtown needs to be preserved.
It is paramount the city provide "substantive evidence" of feasibility: talk to parcel owners, offer incentives, look at existing leases, etc.as
Millennials who are moving into your neighborhood want what is in your neighborhood, obviously, but that doesn't mean they represent what other millennials want
Jeanine-people do move here, typically they have lots more money than the poor folks who currently live here, myself included. los altos was not my first house purchase-it took decades for me to afford this town. there is no free lunch
Sandy: The parking can go underground and many of the housing units will be studios and one bedrooms so one slab of asphalt per unit is sufficient
Are we considering a lot of this development in the downtown triangle? Increasing density there, where it is close to downtown services and transit - and not backing up against residences - seems a win for the town meeting our RHNA numbers and the downtown businesses having more customers. Why are we considering the Grant/Fremont and the Magdalena churches, and other areas, which will just contribute to more traffic and disrupt existing neighborhoods?
In the CRS zone, the property next door to our Legion Hall, 347 1st Street is planning a 5 story building. (corner of 1st and Whitney). I don't understand how the housing element suggests 3 stories. Is this a reduction from current zoning?
El Rancho Shopping Center needs to be preserve
Or turned into BCS new campus
State and Main are the heart of what is Los Altos the village. Any intensified unit capacity should be at the perimeter not in the core
Loyola Corners near my house is severely in need of a makeover.
When you talk about removing caps, then developers get to add another story beyond the 3 stories if they have enough BMR without any approval, so are you including those 4 stories in your estimates, or just the new 3 story limit you are proposing
Loyola Corners, near my house, needs to be updated, and three or four stories with first floor retail would be great
The Rancho shopping center and downtown will remain, just small parts of them will have people living there.
Where will the new schools for all of these new residents be located?



LOS ALTOS HOUSING ELEMENT

Jon, yes, the very wealthy millennials can move here. But we need a middle class and we need to house workers. It's the right thing to do by climate action. We need to think of urban planning and a wholistic view. Not to protect fiefdoms.

So as she is saying it's capacity not proposed developments

The "candidate parcels" are not correct. Those owners cannot sell they are locked in with the buildings to the left and right on a parking sharing agreement. Not happening.

Yes!!! Anne. What a great development that would be

Thank you pbressack. I should have stated that I meant the downtown periphery, not the triangle.

The city is not going to develop the parking plazas and should not pretend they will

No height increase please, stop trying to destroy Los Alto's charm, these tall building are ruining it and making it look like a ugly mess.

I do not agree that 4 stories in Loyola Corners would be good. We just went through all this for the Special plan in 2017. Our current 2 stories will automatically become 3 stories with BMRs

These maps are not that helpful. Just feedback, not meant to be critical.

We have to put the housing somewhere. We need to allow for 1958 homes. Where do you propose they go?

Another tactic that needs to change: these patchwork upzones are counterproductive. The city must establish large-scale upzones. For example, make the San Antonio proposed area a large mixed use zone, not parcel by parcel. All of downtown should be zoned for mixed use.

Three stories is not what most people want in Loyola corners. We are not Palo Alto.

Agree Jeanine

Calling this 'conservative' is, well, something

What happens to the stores like Luckys that are developed? Do we order from Amazon for groceries?

From Pat: Do you realize that we can't tell much of anything from those zoning maps? We can't see what's there now, can't see the street names. Meaningless -- and yet you want feedback.

well those who live off of San Antonio respectfully disagree-it is our backyard and sideyard. if you want more housing, put it in your backyard, not mine.

Potential for 2100 Woods Lane must address ongoing violation of environmental regulations, and threats to neighborhoods because of flood control basin located there.

We just keep the village characteristics in Los Altos. That's why we chose to purchase a house



LOS ALTOS HOUSING ELEMENT

and live here. We have been living here over 28 years

All of our grocery stores should be on first floors with housing above. Imagine how wonderful that'd be. Community, no driving, instant customer bases.

the current proposal for 2100 Woods Lane (it's up on the city website) is laughable and will never, ever be approved by the city

Figures

Agree Jeanine.

Happy Mardi Gras everyone!

Why are we focusing only on existing residential zones? Why not convert commercial zones to mixed use?

I would like to understand the specifics on how 501 very-low income units will be built. What are the specified rental/purchase rates for very-low income units? Which identified developers might build these and where?

There was talk of converting OA to residential, which we should definitely do

We just respect the current real estate price fir our current residents. It's not fair to build condo units to bring down our real estate prices.

When I bought my home here in 1989, the city looked quite different. So many of your homes weren't here. Your homes in which many of you live were the result of larger lot buys and subdivisions. I hold no ill will against all the beneficiaries of this increased density. Virtually EVERY single house in Los Altos is the result of subdivision.

Yes, thank you Jill, for asking that.

and your point Jeanine is that we should look like San Francisco, the Bronx or Mumbai?

wow, Jon,

The point is that subdividing lots is our heritage

A little hyperbole, for sure, but things must change.

Wow? What a stretch. How is sub-diving lots a heritage? Maybe when parcels were huge it made sense to sub-divide but now we are down to a 1/4 acre. Anything smaller is like SF.

It'd be nice if more people can share feedback. This was billed as a community feedback workshop. I worry that it's unwise to take 1-2 inputs on a topic & run w/that as though it reflects a broad base of input or consensus of opinion. Perhaps the breakouts need a little more time & fewer questions so we can discuss them in more depth.

Can we get the complete Chats for all the Breakout Rooms?



LOS ALTOS HOUSING ELEMENT

Loyola Corner there many single dwelling houses and this is not something that we approve of any 3 story building.

Thank you Stefano for your excellent moderation.

Loyola Corners would be great with retail businesses on the first floor, housing on 2 stories above, and a park-like area between the new development and the residential area.

Yes, Joe!

We used to have a limit on single family housing stories--depending on the character of the community. If no other 2 story houses in area, you could not develop a 2 story house there. How things have changed!

Love the forward looking ideas Joe!

Joe-to do so requires a mass that doesn't work for the neighborhood and is underparked. it was proposed several y ears ago

No 3 storeys in Loyola corner pls. We live on Miramonte Ave. Parking and privacy are concerns. Your consideration will be greatly appreciated

One speaker wasn't sure Loyola Corners had residential units. It indeed does have lots of residential units. As previously mentioned by sev'l participants, it is an area busy w/pedestrian, bike, & auto traffic. Parking is already challenging there. Raising the height limit is not appropriate given the negative impacts it would have to the existing neighborhoods.

single story R! overlays still exist, Carol. But the irony is that many owners who moved in after the overlay was instituted don't like the restriction.

@Jon I respectfully disagree. Those buildings should be condemned and replaced. Lots of buffer area available in the back parking lot.

Most that live in Loyola Corners do not want anything over 30 ft.

We want to see the "uncharted Chat". Please provide it in its raw form. Thanks

Joe-look at the proposal that was made and figure out how to address the legitimate issues, which were non trivial

@Nancy the housing has to go somewhere. Where do you propose?

I just met someone this week who lives in Loyola Corners and wants to build R-3 where their house is now.

minimum parcel size can be reduced, R-3 can be allowed everywhere. construction doesn't happen overnight, and this is how you get "gentle density"

@Joe, I would be happy to give you my choices. Fell free to contact me.



LOS ALTOS HOUSING ELEMENT

Grant and Fremont, northeast corner, would be better served by a park, dog park, and transition for bicyclists to get them away from the commuter Fremont/Grant road traffic. It ties into that recently improved Fremont Avenue with bike lane and beautiful trees.

Forgot to ask if there are any school sties on the list? We might be able to add in parking lots

@nancy you should put them here so the public can se your ideas. Why withhold?

I live near Loyola Corners and go there frequently. Would love to have more options for shopping

I wonder if all of the toxic waste from the gas station in that area was removed.

It'd be nice if more people can share feedback. This was billed as a community feedback workshop. I worry that it's unwise to take 1-2 inputs on a topic & run w/that as though it reflects a broad base of input or consensus of opinion. Perhaps the breakouts need a little more time & fewer questions so we can discuss them in more depth. Folks need to see whose raising their hand & trying to share in feedback. Please don't screen that off in future mtgs.

we can see who raises their hands.

I'd be interesting to hear from young people who don't own yet.

Thank you City Staff: Laura and Sonia; Thank you Lisa Wise Consulting and Thank you Plan-to-Place.

I think the city has a responsibility to proactively reach out to those who will be most affected by the proposed changed zoning. they should have a say as well

@Elizabeth M: the breakouts where good, but a bit scripted. Not clear they addressed what people were most concerned about.

Of course! I'm in favor of flag lots and two story townhomes that match the home heights and more.

There is great interest from the two younger generations and from workers in rental solutions.

There should be an in person community workshops where we use scaled lego blocks to place housing on large map tables. Not joking.

Yes, thank you for this session and the quality. Important work.

I'm in my early 30s and an fortunate enough to own, but all my friends who don't yet are moving away.

great interest from younger generation and workers, but the solution should not be at the expense of disadvantaging those who live here

we need these people to live here.



LOS ALTOS HOUSING ELEMENT

BREAKOUT ROOM CHAT COMMENTS

ROOM 1 CHAT COMMENTS

I agree with both Abby and Elizabeth that height on El Camino, if too high, will block light and definitely need a buffer zone to the nearby single story houses.

I heard, secondhand, that Biden said the country needs 3.8 million new homes. CA is demanding 3.5 million new homes. So, CA requirements seem way out of line if these figures are true.

The Fremont and Grant parcel should not have high density development. It would be completely out of character with that whole area, and we need more parks

Grant fremont parcel—how many units and where would they park?

That is such a busy corner with lots of bikes and pedestrians and we just redid Fremont there. Having a lot of residents going in and out at Grant and Fremont would be very problematic

Good point MJ. I agree with both of your points about not having high density & the need for more parks. Additionally, due to the adjacent residential areas height increases would be problematic to the established neighborhoods there. It is a very busy part of town in terms of pedestrian, bikes, & auto use.

From Pat: Do people understand that no one would force the churches to build houses on their property? It would just change the zoning and IF a church wanted to build housing, it could.

From Pat: 12 units on 1/2 acre? Would it be six stories tall? Have you actually seen this corner? (reference to Grant and Fremont)

There are so many kids walking and biking to and from schools there, along Grant and Fremont, it would be very dangerous

are we going to cover the South Area? Specific 2100 Woods Lane?

From Pat: In order to meet the RHNA numbers, the charm and character of every city in CA is going to change. Check out SB9 and SSB10 and SB35 and all the other laws coming from Sacramento.

I think this area would be a good place for more development, since everyone loves to be near downtown, so a higher development here would be good. Not tall but more than single family.

I would like to point out that Rancho already is a two story building, but it is such a good design, that it is not obvious. This is not just a “strip Mall” or the site of a grocery store. There are dozens of businesses and services, some of which are essential, that are all located in one



LOS ALTOS HOUSING ELEMENT

place. It is a central location that is used by thousands of people on both sides of the expressway. It serves as a community center that is used by residents of all ages, including the school age children who often congregate their after school. Many of my neighbors walk and/or bike to Rancho. We live about a mile away, and my husband bikes there every day. Sometimes he walks, if we are having the car repaired by Jerry, who is an excellent mechanic at the Rancho service station. He can drop off the car, walk home—then walk back when the car is ready. Everyone I know uses Rancho extensively, both for essential and non-essential purposes.

From pat: You're not controlling the conversation, Jen. You're letting people ramble. And it's not really clear exactly what you want. Are you asking if this is a good location? Are you asking how high buildings should be? Or what density? From pat: Just asking for "reactions" lets people ramble.

We are very concerned about setbacks, which make huge difference when buildings start to get higher. And if 3 stories is the new limit, as others have said, the developers will get to build 4 by including a BMR or two.

From Pat: Re Loyola Corners. We already have a 3-story building (with CA Density Bonus) in play. Yes, I would change the density to allow more housing.

Did I miss the part on wood's lane?

Loyola Corner there many single dwelling houses and this is not something that we approve of any 3 story building.

ROOM 2 CHAT COMMENTS

Agreed with Roberta. LWC should disclose excel sheets and shapefiles to get better community input on the site inventory.

I support all the proposals for higher density.

I'm in favor of higher density

of course you do salim, because you don't personally get disadvantaged by a big building in your backyard.

This area of El Camino is already more built up, so the cost of replacement is high and therefore redevelopment is unlikely. It's great to zone for higher density, but doing that in larger areas with less already built will be more effective.

I actually support it, too, for many reasons. We have tiny cottages in our neighborhood that are wonderful, but couldn't even be replaced at the same density if they needed to be rebuilt. Our



LOS ALTOS HOUSING ELEMENT

zoning is unreasonably inflexible and doesn't even reflect actuality.
there is an amazing willingness to destroy the backyard and neighborhood of others. just because you don't live in the ct zone doesn't give you license to advocate for bulldozing neighborhoods and replacing those single family homes with tall multifamily buildings
Agree that more development should take place along El Camino rather than taking away what open areas we have.
Why aren't you looking at more church parking lots?
Alice Shyu: 1) Questions - parking and traffic will be more congested. Any solution?
2) real estate prices - will high density condos bring down our current residents' real estate investment?
3) sharing. (Less than half acre lot. 0.476 acre). Our own house remodeling. We need to bring down our front entrance design to blend into our neighborhood landscaping. Please don't have double standard and bring in high density condos in very residential area. Thank you for listening.
Corner of Grant and Fremont used to be a gas station. How high will the building be?
Fremont Avenue was gridlocked pre COVID times--where will extra cars go ? I agree with Cindy P.
Has the city considered capping building heights to 2 story on Main St. or possibly protecting that small street as a historic district. The rest of downtown can go 4+ stories.
South San Antonio Rd is a bad place to target for housing. It already has parking problems. It abuts single I family homes and no land buffer is proposed.
South San Antonio road has lots that aren't deep and directly impact on single family backyards and side yards. the oa zone should not allow housing. keep the downtown, downtown.
The general plan already permits residential uses in OA
San Antonio as a transit route is another great reason to put housing there.
Where on Fremont ave is there OA?
It's worth reminding that if planning doesn't plan for the requisite homes, state law will bypass local planning entirely.
san Antonio isn't a transit route. there is one bus that has infrequent service. Jill, suggest you get your facts right



LOS ALTOS HOUSING ELEMENT

viable ideas-housing in the parking plazas as long as the parking gets replaced viable ideas-redevelop homestead plaza

I am well aware of that Jon, but it will change. Your tone is inappropriate and rude

It'd be great if we knew how all of these numbers were calculated.

Why Homestead Plaza? There is little parking there as is. What happens to the stores there?

I agree Salim. Why these particular numbers? The State has taken too much control over local zoning laws. ^^

Why doesn't the city protect the old, potentially historic buildings on Main St?

well there seem to be a willingness to get rid of retail and services, so that is a big site. I think where we are heading is insane. it is furthermore insane since we have to meet numbers without the inevitable density bonuses that always occur

When my husband lived in Switzerland there was a butcher shop a block away in the middle of his neighborhood. It was wonderful.

The state is taking it away a little tiny bit at a time because municipalities aren't allowing houses to get built

the debate isn't about multifamily housing-its is about 50 and 60 foot buildings, which is the inevitable result of allowing housing in most of these area

I'm in favor of multi-story high residential on top of the City parking lots, so they are more interior, behind the storefronts. However, I'm against high density along Main or First because the city allows building next to sidewalk because of mixed use, and density bonus. It destroys the pedestrian level view when you allow buildings right up to the sidewalk even if they throw in a few BMR.

And even the kindergartners walk alone to school. They closed the downtown Friday to Sunday night to cars and made it pedestrian and bus only. Such a nice, safe, vibrant way of life.

Cindy, I agree with the unpleasant walk along 1st. The city needs to implement a sidewalk policy with a tree strip and landscape buffer.

No overdevelopment of Loyola Corners.

I am against destroying the things that make our downtown along main and state streets charming and inviting. 50 and 60 foot buildings fit that category

No overdevelopment of Loyola Corners.



LOS ALTOS HOUSING ELEMENT

Parking along curb side is dangerous especially at night. Not enough parking. Miramonte Ave could not be expanded.

the consensus is everyone (myself included) wants develop to occur somewhere, as long as it isn't in their neighborhood.

3 storeys buildings? 3rd floor residents can see through the windows in their neighborhood. We need privacy. Thank you for your consideration

the old math was 3 stories was 30 feet, now 3 stories can be 45 feet before bonuses and waivers which bring total height to 65 feet. we are being hoodwinked

I agree with Debbie Skelton. I'm particularly concerned about the intersection and bridge over the expressway. Lots of traffic/ped/bike conflicts now.

why not blanket R-3?

you can build one house on an r-3 if you want

no actually you cannot

Citizens don't really have control over the State law

Loyola Corner there many single dwelling houses and this is not something that we approve of any 3 story building.

ROOM 3 CHAT COMMENTS

The el Camino corridor is much more able to support high density buildings. Still lacks adequate public transport, etc. Much better than cramming ADU's in residential neighborhoods.

There are a number of city-owned lots that are not on the current site list. Just in my neighborhood, there is the bordered up coffee stop in Loyola Corners, the vacant lot on the corner of Green Oak Lane and Bendigo Dr, and the vacant lot at the SW Corner of Grant and Fremont (kitty corner from the site that is on the site map.

Since these are all owned by the city right now, there is no reason these should not be used for housing now.

Across the street Density is 60-90DU/AC Los Altos is at 38 DU/AC

Using the 30% of income for Very Low Income level, that would mean: \$2K/month rent for a family of 4



LOS ALTOS HOUSING ELEMENT

Agree with Freddie, have to choose carefully on el Camino to consider existing single family homes

Whoops: sent too fast. Family of 4 would require \$2K rents/month. For family of 2, it would be \$1.7K monthly rents. I would like to understand which identified developer will build these units with presumably these deed-restricted rents?

I don't think that Rancho Shopping Center will be developed for anything because I don't think the owner wants to build, but it's one parcel, and if a developer (market or affordable) built it, they'd build the entire lot

Barry, the developer who builds those units is any developer in Los Altos, because they are required to build 15% or more affordable units in every project

Has anyone done a traffic study on El Camino? I feel like it is going to be gridlock when all the proposed housing units are finished. We all want the high density housing away from us but it was already gridlock at 5:00 PM before Covid. I agree with you Cindy. That open space is lovely.

More housing (especially within walking distance of services) lowers traffic because people don't need to drive to work, grocery, etc

Curious about SB9 and if homeowners/developers might build 4 units on a SF lot. How do we forecast the new housing unit potential here?

Those churches are across the street from a grocery store! Rancho is right there.

Thanks Anne, where is it mandated that a developer must build 15% very low income units? Didn't know this existed.

I agree with David. Is there an overall urban planning document to put the proposed sites in context?

Downtown is the place that needs "vibrancy" in order to support shops and restaurants. Consider putting 4 story housing units all over downtown and build 3 or more parking garages at least two on what was the parking plazas

Barry, it's called "inclusionary zoning" and most cities around here that are not named Los Altos Hills have it. The actual details vary, but nobody's building a 20 unit project in Los Altos, Mountain View or Palo Alto without building some affordable homes

Developers must provide 15% affordable units on each condominium project and pay \$55-60K/unit on park fees traffic impact fees plus school fees EST \$2-3/SF per SF of building or something like that



LOS ALTOS HOUSING ELEMENT

I agree, no zoning on OA
3 stories, but what max height?
35 ft max in downtown
3 stories 35 ft
Mircea, can you build 3 stories with lower one retail in 35 feet? Barely?
Not when you add in density bonuses
11 ft commercial /1st 8ft-1-2-3 so with commercial is hard. they will need about 38 ft to make it decent.
@Mircea: is that 15% referring to SB35 projects, or all projects. Does Los Altos require this 15% for all projects?
15% BMR on all developments - Outside any SB35
@Anne, @Mircea, how many very low income units have been built in Los Altos in the past few years?
Mircea: plus elevator shaft,... 🙄 I seen too many Developments which tend to end up as 10' per floor plus 10-15' extra
Besides parking, how is school capacity planning being taking into account?
They allow elevator shaft additional height up to 8ft on top of the roof
@Mircea. Thanks. But presumably all developments then utilize SB35 in order to gain projects benefits? Are there non-SB35 projects that provide 15%BMR units?
On a 3 story building the elevator profile is not that bad
I agree with KirkM. Thanks
Rancho Shopping Center needs preservation as it is historically significant and serves a large spectrum of the community 3 miles from the downtown. A large repertoire of needs are met for the community surrounding it. It is "vibrant" and is "utilized" extensively. Many citizens walk and bike to it. Take a look at the myriad of services to get an idea of what I am saying. The redwood tree is huge, as are the white oaks. It is park-like and unique.
All non-SB35 projects must provide 15% BMR
For question 5, yes absolutely allow 3 stories at Loyola Corners. That property is underutilized.
I agree that Rancho is special and those services essential. Is there a way to build mixed-use on that site with new housing and still keep those services? I like to hope so.



LOS ALTOS HOUSING ELEMENT

I'm in favor of putting housing on parking plazas, but we shouldn't put the parking plazas on the housing element site inventory unless the city has a plan, with deadlines and commitments, and puts that plan in the housing element where it will be legally binding

No to three stories.

No, 2 stories only in Loyola corners

@tom Why 2 stories vs. 3 in Loyola Corners? Imagine 3 stories at Loyola Corners with a park like area between the development and the R1 housing

Agree on Loyola corners, way under utilized and old, hasn't changed in 25 years

@Mircea, the Los Altos number is 501 for very low income units. Are you or some other developer likely to build these?

The problem is if we allow the more then two stories, the developers can ask for bonuses and it will end up a huge buildings with no set backs. Two story duplexes would be fine

Many of the San Antonio offices have homes right behind the site. Local residents are concerned about parking and traffic in Hillview neighborhood.

Loyola Corners is not a commercial zone, it's commercial neighborhood, for good reason. Look at specific plan - it was created with a great deal of thought and consideration. It's not downtown

@Anne, are you asking for legally binding commitments for all of the housing element?

I'm saying that if the city tries to put parking plazas on the site inventory, but does not make a commitment in the housing element to actually develop the parcels, then the state will reject the housing element and make the city take those sites off the housing element. Like they did with Santa Monica

You've got to consider the creek and impact on building right on the creek for the old bank site. Plus people have single family homes on the other side of creek, so a large building would have BIG impact

If the city puts programs to develop the parking plazas in the housing element, it IS legally binding

@Mircea, I am interpreting your comments correctly. There is no 15% requirement unless developers use SB35, and that provides developers the ability to exceed local zoning requirements.

ROOM 4 CHAT COMMENTS



LOS ALTOS HOUSING ELEMENT

"I think the diocese of San Jose is looking at what they can do with their lands. Saint Nicholas and Saint Williams and Saint Simons in LA"

"Up zoning in this area is completely appropriate, El Camino commercial thoroughfare should be dense especially since it is near transit and services Not sure they are looking at all those sites but those are the sites"

Opposition to density and increase to height limits but not in opposition to more housing on the whole

"The church on Grant Rd. between Fremont and Foothill might be one to consider as well."

"To Teresa's point can we caveat the heights to be max after density bonus just to clarify for people"

What is the highest building on El Camino?

"I'm going to guess 5 stories"

"And Mountain View is at 5 including rooftop I think"

"Oh except the one large apartment and office across from Jordan"

"How short are we from the mandated number?" 500 short

"Thanks. What is the downside of showing properties like B of A as potential sites even if B of A says it is not interested?"

"The downside is that the state rejects the siting...bad."

"Thanks. What happens if the state rejects the siting? What makes this bad?"

"Upzoning along El Camino thoroughfare is a good idea, the residents will be near stores, services and public transportation, and close to downtown Mountain View, will be quite convenient location for residents (and probably also for business)"

"In order for the Housing Element to be accepted by HCD, the sites listed as able to be developed must be feasible. There must be evidence that the parcel can be developed."

"Get your friends to look at it" I'm guessing the church isn't planning on closing. Just making room for housing

"Michael, back to the topic of what happens when the state rejects our HE: at first, warnings, then fines, then bigger fines, then we lose our local control (they give developers the permission to come in and build without our input), and then the state comes in and, at the extreme, can put our city into receivership to tell us where we will build housing and what density it will be. They could even put halts on requests for private owners to revise their property pending the consideration of whether or not housing can be put there. It is imperative we make a feasible Housing Element and keep things under our control."



LOS ALTOS HOUSING ELEMENT

"Michael, we also lose state funding...oh he's dealing with this"
"All cities adopt housing elements. We want to be a city that has one"
"Are you familiar with the situation at 40 Main?"
"Schools are not full"
"our schools are not full"
"when you create demand for schools, schools happen. same goes for transit."
"The schools come at great cost to our community"
"Why aren't apartments family oriented? Lots of families live in apartments"
"Agree merchants benefit it we add housing downtown"
"I agree with Julie! Our privilege has allowed many of us to characterize family life unreasonably elite. I admit sometimes I even have to check myself on this. The merchants (existing and future) in South los altos would be thrilled with more customers. Safeway/Andronicos is barely hanging on.
Fremont/Grant would be a nice site for a 4- or 6 plex. The conifers along the periphery would make it invisible to adjacent neighbors.
I do not think that the Fremont/Grant site is perfect, but at this stage in the housing crisis, I don't think we have the luxury of finding perfect. There is a bus route that goes right past that corner, and it would be easy to have an entrance on Fremont and an exit on Grant. A vacant lot with a few townhomes houses people
I like thinking about organic growth in ADUs and sprinkling a 4 or 6-plex where we can. It's more work to plan the sites throughout the city but also more welcoming than placing it all at El Camino
The presentation shows something like 30 to 40 units per acre so that 0.5 acre site would likely have 15 to 20 units as I read the documents.
Agree with Julie as well. A 4 or 6-plex is much more palatable to areas with family homes than a bulky apartment building
Most of the El Camino residential units are condos, not rentals. Only Colonnade is rentals and is owned by Stanford.
I also like taking 1-acre lots in the R1 area (upzone to R2) and creating cute little 2/1 bungalow courts like in the old days. These are great for starter families. I'd rather have a bungalow court next to me than a 2 story mcmansion (no disrespect to my neighbors where I live!).
Ooh sounds nice. I'll move in Jeanine. Would be nice to have places to downsize for this largely over 60 crowd



LOS ALTOS HOUSING ELEMENT

Great suggestion by Jeanine Valadez, creative and very appealing
The orchard site is historical and has limitations because it was donated to city (or sold?) with limitations that it must remain an orchard.
I love walking through the Dos Pueblos neighborhood. Small lots, gorgeous cute new and old small homes, great community.
the orchard at the civic center has an historic designation
The proposal it so build 30 to 40 units per acre not low density like "2/1 bungalow courts like in the old days"
Great suggestion, Jeanine. Could be great for older folks who are downsizing (count me in when I'm 75!)
we should protect the orchard; I believe in locational history. I have a vestigial appie in my backyard.
Generally, I hope the new housing re-uses parking lots, instead cutting down trees. The corner at Grant/Fremont seems to be a nice piece of land for trees to make the area green
Agree with dongzheng on making best use of parking lots and NOT giving up greenspace wherever we can avoid it.
Support upzoning to allow mixed use everywhere.
Absolutely upzone OA to mixed use.
Absolutely support the upzoning of parcels in the 'administrative' area (the purple area) which you just mentioned.
Yes, OA should allow residential
In fact those offices on Altos Oaks used to be housing in the old days.
Check out Midpen housing at 2510 Soquel Ave. in Santa Cruz. It is very low profile but has a good number of units.
I'd like to see an emphasis of getting the affordable as a priority



City Council Meeting

Format: Zoom Virtual Meeting | March 22, 2022, 7:00 pm

The purpose of the City Council's March 22, 2022 Housing Element Update agenda item was to provide a brief overview of the Housing Element Update process, describe the sites inventory analysis methodology and preliminary findings, and to receive direction from the City Council regarding potential zoning modification options to address an anticipated shortfall in Regional Housing Needs Allocation (RHNA) capacity.

The City Council Meeting was held via Zoom at 7:00 pm and was facilitated by City staff and the consultant team (Lisa Wise Consulting, Inc.). The meeting agenda, staff report, and PowerPoint presentation were made available online prior to the meeting. Approximately 40 members of the public attended the meeting. The presentation for this agenda item is outlined below:

1. Housing Element Overview
2. Sites Inventory Analysis
3. Community Feedback
4. Next Steps

ATTENDANCE

Meeting participants: approximately 40 attendees

City Staff

- Gabriel Engeland – *City Manager*
- Jon Maginot – *Assistant City Manager*
- Laura Simpson – *Interim Planning Director*

Consultant Team

- **Lisa Wise Consulting, Inc.** – David Bergman, Jennifer Murillo, Stefano Richichi

MEETING SUMMARY

Laura Simpson opened the meeting and introduced the team. Jennifer Murillo from Lisa Wise Consulting, Inc. gave a presentation that included a brief overview of the Housing Element and process, but focused primarily on approach, methodology, and assumptions for the sites inventory analysis. Jennifer then described various policy considerations for preliminary zoning modification options. The following questions were posed in the presentation:

1. Allow higher density in the Commercial Thoroughfare (CT) District?
2. Allow residential on certain Public and Community Facilities (PCF)-Zoned Parcels?
3. Allow residential in the Office Administrative (OA) District?
4. Establish a minimum density and allow 3 stories (or 100% residential uses) in the Commercial Retail Sales (CRS) District?
5. Remove the density cap and allow 3 stories (or 100% residential uses) in the Loyola Corners Specific Plan?



Preliminary sites maps were presented, noting that community feedback has been and continues to be received and will inform revisions to the preliminary sites maps.

Following the presentation, City Councilmembers asked questions and requested additional information regarding the methodology used for identification of preliminary sites. No further direction was provided.

Comments from members of the public are summarized below:

- If density isn't modified in the R-1 districts, changes will have to be made in other zoning districts.
- Being identified as a preliminary site does not mean that an existing building on the property will be torn down or that the existing use will be removed.
- Requests for additional information and a detailed list of preliminary sites.
- Concern that Rancho Shopping Center, Lucky's, State Street Market, City parking spaces, Packard Foundation garden, and St. Nicholas's parking lot are not going to be redeveloped as housing.
- The OA District has narrow lots and shouldn't be rezoned to allow residential.
- Concern about allowing residential in the OA District and insufficient parking.
- The outreach strategy should include banners, sandwich boards, etc.
- Support for the need to upzone. The Housing Element should be a plan to build more housing, not just a plan to please HCD. We're not telling businesses to go away; office and retail can coexist with housing.
- Some zoning modifications should be implemented. This could be through wholesale changes to zoning or overlays to promote redevelopment of certain properties.
- Concern about limited access and safety/evacuation issues regarding the 2100 Woods Lane site.

Appendix F: Affirmatively Furthering Fair Housing (AFFH)

Contents

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Section F.1 Introduction

Assembly Bill 686, signed in 2018, establishes a statewide framework to affirmatively further fair housing (AFFH) with the goal of achieving better economic and health outcomes for all Californians through equitable housing policies. AB 686 defined “affirmatively furthering fair housing” to mean “taking meaningful actions, in addition to combat discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity” for persons of color, persons with disabilities, and other protected classes. AB 686 requires cities and counties to take deliberate actions to foster inclusive communities, advance fair and equal housing choice, and address racial and economic disparities through local policies and programs. Housing elements are now required to address the following five components:

- **Inclusive and Equitable Outreach:** A summary of fair housing outreach and capacity that includes all economic segments of the community.
- **Assessment of Fair Housing:** An assessment of fair housing issues, including integration and segregation patterns, racially or ethnically concentrated areas of poverty, disparities in access to opportunity, and disproportionate housing needs for all identified populations.
- **Analysis of Sites Inventory:** An evaluation of whether the Housing Element’s sites inventory improves or exacerbates conditions for fair housing.
- **Identification of Contributing Factors:** The identification and prioritization of contributing factors related to fair housing issue.
- **Priorities, Goals, and Actions to AFFH:** The identification of fair housing goals and actions that directly address the contributing factors outlined above. The housing element should include metrics and milestones for evaluating progress and fair housing results.

This section documents four of the five components of the AFFH components. The summary of AFFH-related outreach is included in Housing Element Section I.E (Summary of Public Participation).

F.1.1 Notes on Figures and Analysis

This Appendix contains geospatial data downloaded from HCD’s AFFH Data and Mapping Resources Hub. Additional analysis is sourced from the Census American Community Survey and HCD’s pre-certified data, where appropriate.

Section F.2 Assessment of Fair Housing

F.2.1 History of Fair Housing Issues

Los Altos occupies land that was inhabited by the indigenous Ohlone people. According to the City of Los Altos Historic Context statement¹, evidence of their presence on the land has been confirmed by the discovery of human and cultural remains within the City Limits. This population began to be displaced from the territory that includes Los Altos with the establishment of La Purisima Conception Rancho and Rancho San Antonio during the period of Spanish and Mexican occupation. The Los Altos region began to attract significant Euro-American settlement after California’s entry into the United States in 1850. This population growth was accelerated by the arrival of the railroad into the area in 1864. The region remained primarily agricultural with large land holdings owned by Euro-American landowners. The first urban lots were subdivided in 1906 by the Altos Land Company on what is currently referred to as the Downtown triangle. The remainder of the area of Los Altos was largely agricultural. The large agricultural holdings were generally owned by Euro-American families who would employ ethnic Japanese and Chinese persons as domestic labor.²

Census provides insight into the racial and ethnic composition of the Los Altos area in the early 20th century. The census did not record any Black or African Americans in Los Altos until 1920 when three individuals were recorded as being present. The largest non-white population in the area were ethnic Japanese. By 1920 this population comprised 22 percent of the foreign-born population in Los Altos. Much of this population was engaged in agricultural production on leased land due to explicitly racist land ownership laws, ethnic Japanese farmers were not able to own land outright.³ Discrimination against ethnic Asians was a feature of the land tenure system that effected Los Altos’ development. The Chinese exclusion act of 1882, which was not repealed until 1943, formalized discrimination against ethnic Chinese persons and limited their ability to own land in Los Altos; and the internment of Japanese Americans during the Second World War removed many ethnic Japanese families from Los Altos.⁴

The practice of formal exclusion based on race and ethnicity effected the ability of a non-white population to own property in Los Altos until these legal exclusions were invalidated by the federal Fair Housing Act (also known as Title VIII of the Civil Rights Act of 1968). At the State level, the California Fair Employment and Housing Act also provided legal remedies to address housing discrimination on the basis of race and ethnicity. Despite these legal protections, the legacy of

¹ City of Los Altos, Historic Resources Inventory, *Section II Los Altos: Historic Context* April 2011
² Ibid p.19
³ Ibid p. 20
⁴ Los Altos Historical Society *Finding Asian America in the Museum* April 15, 2021

racialized control of land in Los Altos can be observed in contemporary patterns of residential composition within Los Altos and the greater region.

F.2.2 Fair Housing Outreach and Enforcement

Fair housing complaints can be an indicator of housing discrimination in contemporary Los Altos. Fair housing issues can arise through discrimination against an individual based on disability, race, national origin, familial status, disability, religion, or sex when renting or selling a dwelling unit.

The U.S. Department of Housing and Urban Development’s (HUD) Office of Fair Housing and Equal Opportunity (FHEO) is the federal agency responsible for eliminating housing discrimination, promote economic opportunity, and achieving diverse, inclusive communities. FHEO services and activities include investigating fair housing complaints, conducting compliance reviews, ensuring civil rights in HUD programs, and managing fair housing grants.

The Office of Supportive Housing provides fair housing services to urban and unincorporated areas of Santa Clara County. They provide information and services on tenants’ rights, fair housing, and local tenant protections. The non-profit organization Project Sentinel provides fair housing services to residents of Santa Clara County that include assisting individuals with housing discrimination complaints. From 2004 to 2021, there were nine fair housing cases in Los Altos. These cases related to protected categories as follows: familial status (five cases, 56 percent), disability (two cases, 22 percent), and race (two cases, 22 percent). All cases were counseled and closed; no cases are currently pending in Los Altos.⁵

Comments during the Housing Element Update process identified a need for providing more information about available services to residents, particularly seniors. Housing Element programs are included to promote awareness of available resources, information, and services related to fair housing and affordable housing generally.

The City does not have any pending lawsuits, enforcement actions, judgements, settlements, or findings related to fair housing and civil rights. The City does not currently have any local fair housing laws or programs to specifically address fair housing issues.

The city complies with State and federal housing laws as follows:

- **Fair Housing Act; Title VI of the Civil Rights Act of 1964** – the City complies by ensuring its actions related to housing are not discriminatory through City protocols, decision-making procedures, and adhering to non-discrimination requirements of federal funding programs.

⁵ Elizabeth Sanchez, Supervising Fair Housing Coordinator, Project Sentinel, May 2022.

- **Rehabilitation Act of 1973** – see Fair Housing Act; also, the City complies through its accessibility protocols, administered and enforced by the City’s ADA/504 Coordinator and Building Official.
- **American Disabilities Act** – the City complies with the ADA through building permit review and issuance and as described in Appendix C (Housing Constraints, Section C.2.2, Housing for Persons with Disabilities).
- **California Fair Employment and Housing Act (FEHA) and FEHA Regulations** – the City complies with FEHA and its regulations through established City protocols for hiring and decision making, mandatory trainings for City staff, and legal counsel and advisement.
- **Government Code Section 65008** – the City ensures that the City’s actions are not discriminatory through training programs conducted by the City’s Human Resources Department. Programs are included in this Housing Element to facilitate housing for all households, including protected classes (e.g., programs regarding residential care facilities, reasonable accommodation, and emergency shelters).
- **Government Code Section 8899.50** – Appendix F of this Housing Element documents compliance with Affirmatively Furthering Fair Housing requirements.
- **Government Code Section 11135 et. seq.** – the City complies with anti-discrimination requirements through the City’s Human Resources programs and the City’s procurement protocols.
- **Density Bonus Law (Government Code Section 65915)** – the City must update its density bonus provisions in compliance with the Density Bonus Law as described in Appendix C (Housing Constraints) and Program 3.E.
- **Housing Accountability Act (Government Code Section 65589.5)** – the City has documented compliance with the HAA as described in Appendix C (Housing Constraints).
- **No-Net-Loss Law (Government Code Section 65863)** – the City has documented compliance with sufficient capacity for RHNA and will ensure compliance with no-net-loss via programs (Program 1.J).
- **Least Cost Zoning Law (Government Code Section 65913.1)** – the City includes programs in this Housing Element to ensure that sufficient land is zoned with appropriate standards to accommodate its RHNA.
- **Excessive subdivision standards (Government Code Section 65913.2)** – the City’s subdivision standards are typical or not excessive in compliance with the Government Code (see Appendix C, Section C.2.5).
- **Limits on growth control (Government Code Section 65302.8)** – the City complies as it has no growth control measures.

- **Housing Element Law (Government Code Section 65583)** – this Housing Element documents compliance with Housing Element Law.

F.2.3 Integration and Segregation

This section analyzes integration and segregation, including patterns and trends, related to people with protected characteristics.

Race and Ethnicity

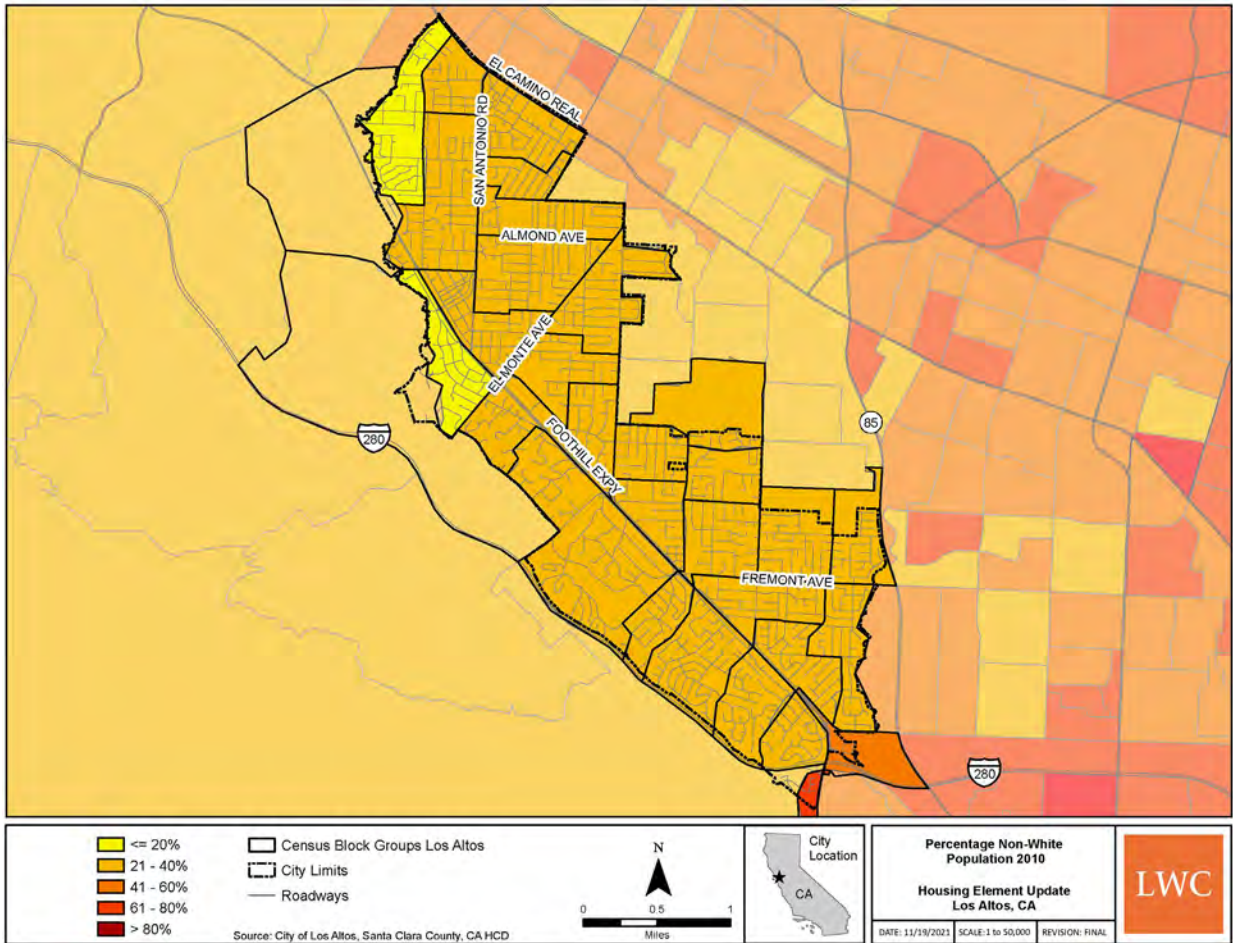
According to the American Community Survey (ACS), Los Altos had a lower proportion of racial and ethnic groups than Santa Clara County in 2019. Approximately 38.4 percent of the Los Altos population belonged to a racial minority group compared to 55.5 percent of the county population at that time. The largest minority group was Asian in both the city and county at 31.4 percent and 36.5 percent, respectively. Residents identifying as Hispanic or Latino was 4.4 percent in the city and 25.5 percent in the county.

Figure F-1 provides historical non-white population percentages by block group based on 2010 ACS data. At this time, the northern portion of the city had the lowest non-white percentages with less than 20 percent in two northern block groups. Most of the city had non-white percentages in the 21 to 40 percent range. In 2010, two block groups in the southern portion of the city had non-white percentages above 40 percent.

Figure F-2 shows the non-white population percentage by census block group for 2018. Most block groups in the city had a non-white population in the range of 21 to 40 percent at that time. Ten block groups had non-white population percentages in the next highest category with most of them located in the southern portion of the city.

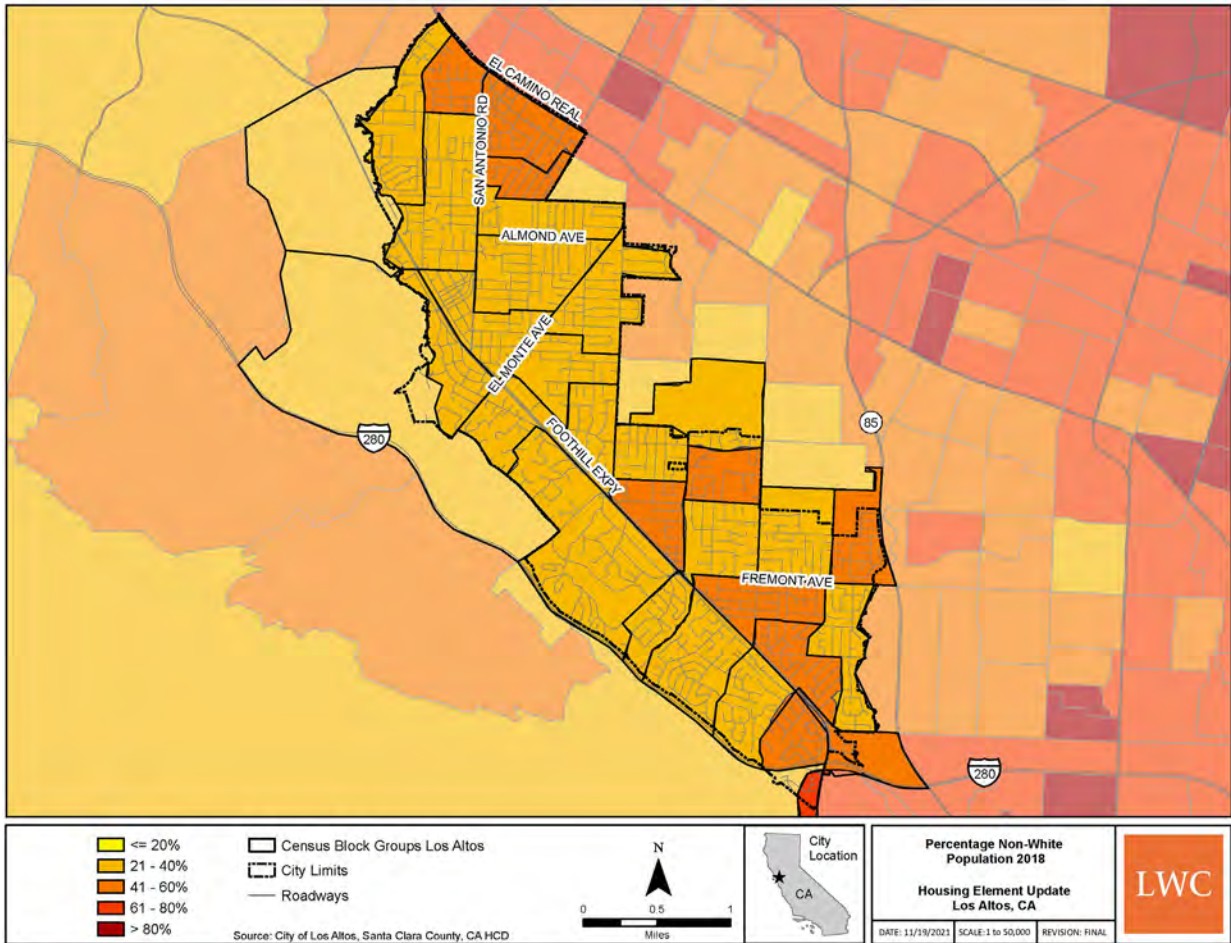
The city had higher percentages of non-white population overall in 2018 as compared to 2010 according to ACS data. The 2018 ACS data showed an increase in non-white population percentage in most block groups in the city compared to 2010 data. The southern portion of the city bordered by Interstate 280 contained the highest non-white percentages in both periods. Non-white population percentages are generally higher outside of the city to the north, east, and south.

Figure F-1: Non-White Population (2010)



Source: HCD AFFH Spatial Data

Figure F-2: Non-White Population (2018)



Source: HCD AFFH Spatial Data

Disability

People are considered to have a disability if they have one or more of the following: hearing difficulty, vision difficulty, cognitive difficulty, ambulatory difficulty, self-care difficulty, and independent living difficulty.

Figure F-3 presents the ACS 2010 to 2014 data for percentage of population with a disability and Figure F-4 shows the ACS 2015 to 2019 data for percentage of population with a disability.

According to 2015 to 2019 ACS data, approximately 5.7 percent of Los Altos residents have a disability, compared to 8.0 percent countywide (Table F-1). All census tracts in Los Altos consisted of less than 10 percent of residents experiencing disability during both five-year time periods except for the southernmost tract that extends beyond City limits. Surrounding areas exhibit similar disability levels in the 2019 data with most adjacent census tracts in the same quintile range as the city. Two tracts adjacent to the north and southwest of the city have disability population estimates in the next highest range of 10 to 20 percent (Figure F-4).

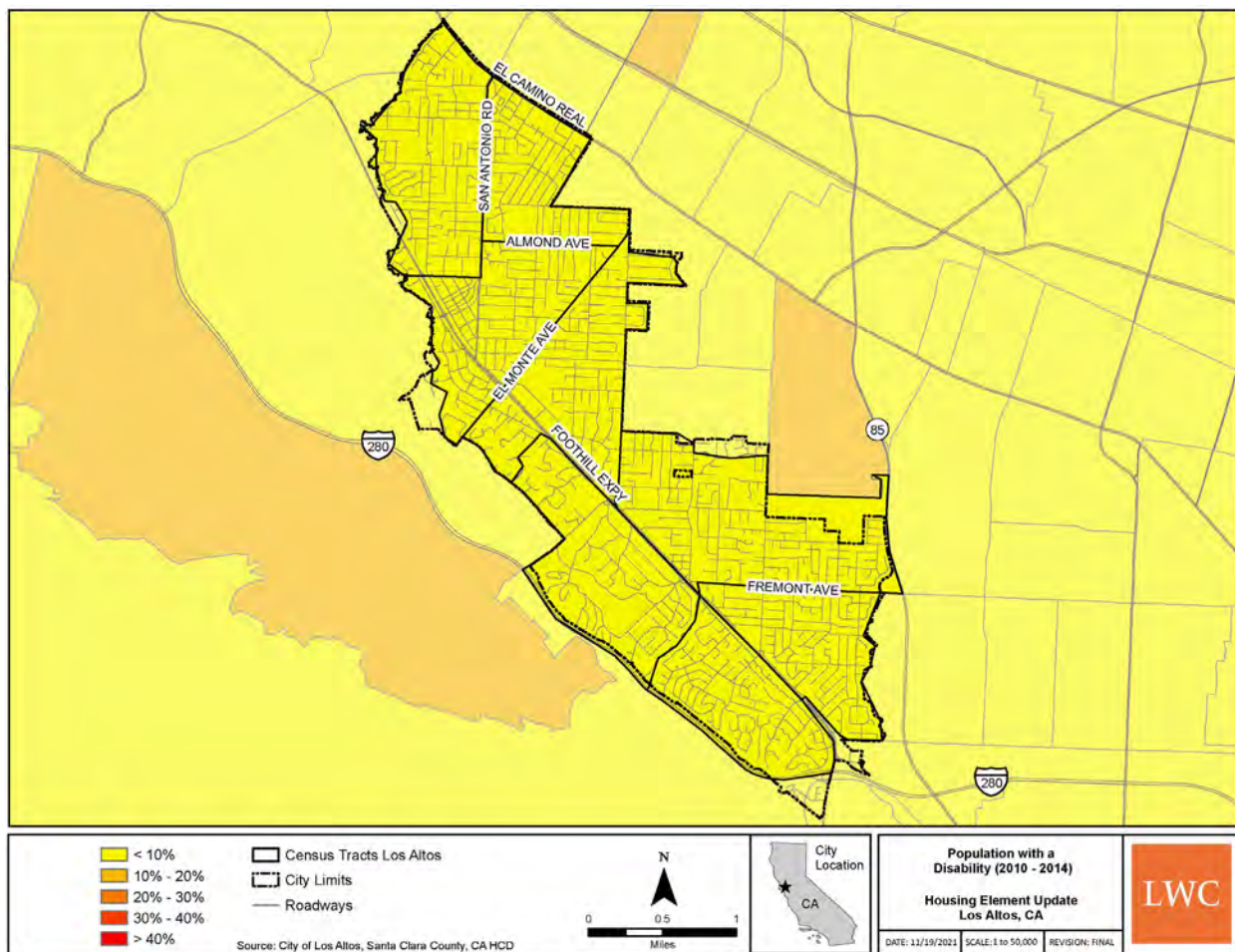
Although Los Altos has a lower proportion of population with a disability compared to the county, comments during the Housing Element update process reflected the desire to prioritize housing that serves young families, low-income households, seniors, and those with disabilities.

Table F-1: Percentage of Population with a Disability (2019)

Los Altos		Santa Clara County
Number	Percentage	Percentage
1,739	5.7%	8.0%

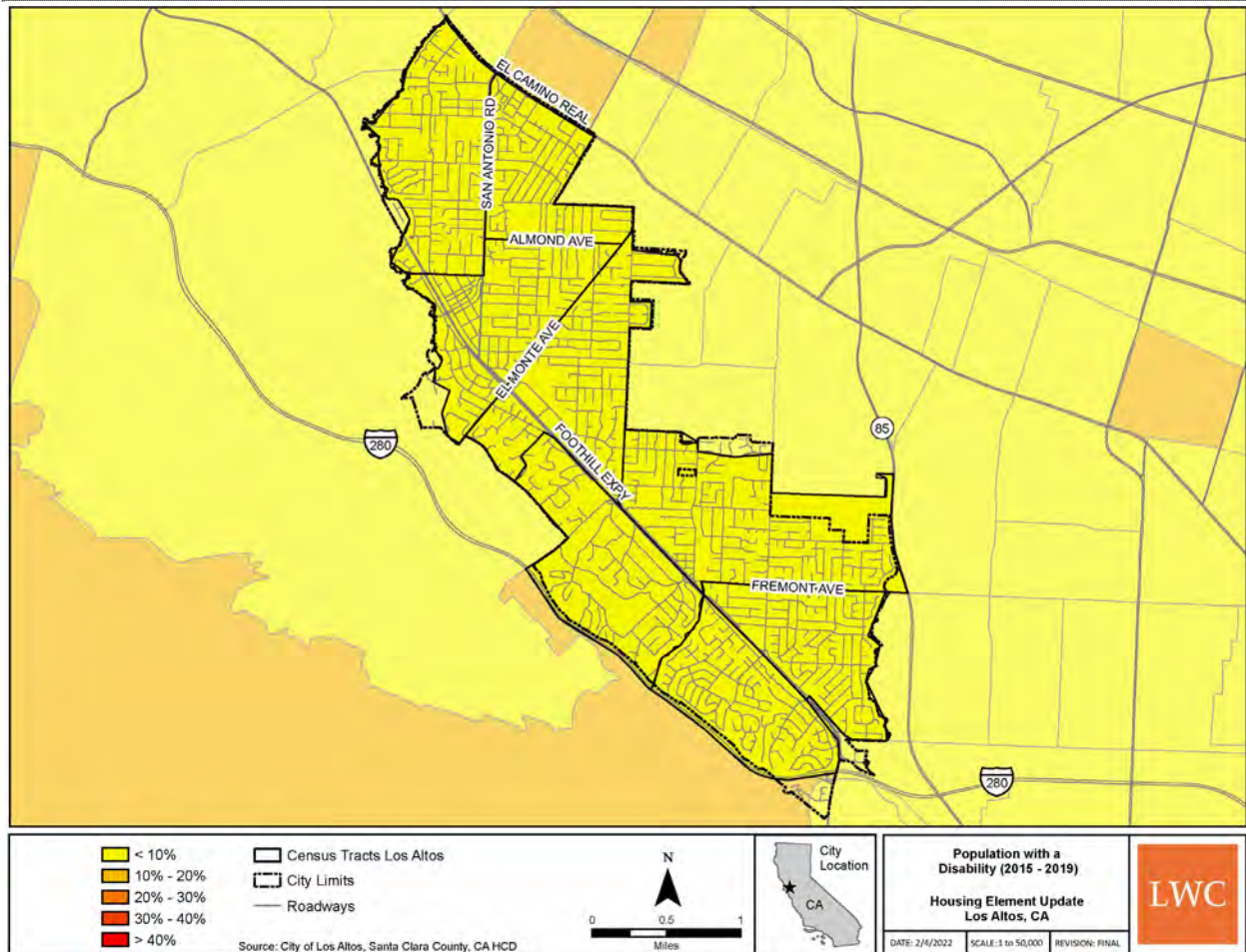
Source: ACS 2019 5-Year Estimates, Table S1810

Figure F-3: Percent of Population with a Disability (2010 - 2014)



Source: HCD AFFH Spatial Data

Figure F-4: Percent of Population with a Disability (2015 - 2019)



Source: HCD AFFH Spatial Data

In Los Altos, there are differences in disability status by race and ethnicity. White individuals are far more likely to have disabilities than Black individuals, with the incidence of disabilities among the larger Asian and Hispanic populations in between. It is likely that the very small number of Black residents and disparities in age (which is highly correlated with disability status) between White, Asian, and Hispanic residents explains much of the disparity. The median age of Hispanic residents of Los Altos is 36.6, while the median age for White residents of Los Altos is 50.1.

Table F-2: Disability Status by Race and Ethnicity (2019)

Race or Ethnicity	Total Population	Number with a Disability	% with a Disability
White Alone, Not Hispanic or Latino	17,543	1,284	7.3%
Black or African American Alone	129	0	0.0%
Asian Alone	9,562	342	3.6%
Hispanic or Latino (of any race)	1,341	60	4.5%
<i>Source: Lawyer’s Committee, Baird + Driskell Community Planning; ACS 2019 5-Year Estimates</i>			

Input during the Housing Element process included that housing stock should accommodate the ageing population and prioritize people with disabilities, as well as young families and low-income households.

Familial Status

Familial status protection covers households in which one or more minor children live with: a parent, a person who has legal custody (including guardianship) of a minor child or children, or the designee of a parent or legal custodian, with the written permission of the parent or legal custodian. Examples of familial status discrimination include refusal to rent to families with children, eviction of families once a child joins, and confinement of families to specific floors of a building.

According to 2019 ACS data, 39.4 percent of all households in Los Altos have one or more children under the age of 18, which is about a two percent increase from the 2010 estimate (37.3 percent). The city’s share of all households with children is higher than that of the county overall at 36.3 percent. It is also higher than the surrounding neighboring jurisdictions of Palo Alto (34.0 percent), Mountain View (27.4 percent), and Sunnyvale (33.9 percent). The rate for married couple households with children in the city is 34.8 percent compared to 27.0 percent in the county according to ACS 2019 data (Table F-3).

Figure F-5 shows the percentages of children in married couple households in Los Altos by quintile. The percentage of children living in married couple households is uniformly high across the city, exceeding 80 percent in all tracts. Most census tracts adjacent to these areas also have high levels at over 80 percent. As noted in Section F.2.2, most fair housing complaints in Los Altos have been related to familial status. Furthermore, comments during the Housing Element process identified that the availability of housing for young families is a critical issue.

Single-parent households are also a fair housing protected class. Los Altos has 2.2 percent of households consisting of single-parent households according to the ACS data. Female-headed households are more likely to experience greater housing affordability challenges due to typically lower household incomes compared to two-parent households. ACS data indicates that 1.9 percent of households in Los Altos are single female-headed households with children (Table F-4).

ACS five-year data for 2015 to 2019 is presented by quintile for the percentages of children in single female-headed households in Los Altos is shown in Figure F-6. This map shows that all census tracts within the city have percentages of children in single female-headed households below 20 percent. Every adjacent tract to the city contains similar levels of these types of households, with the exception of one tract to the north of the city. This tract contains percentages of children in single female-headed households in the next highest quartile at approximately 24.8 percent.

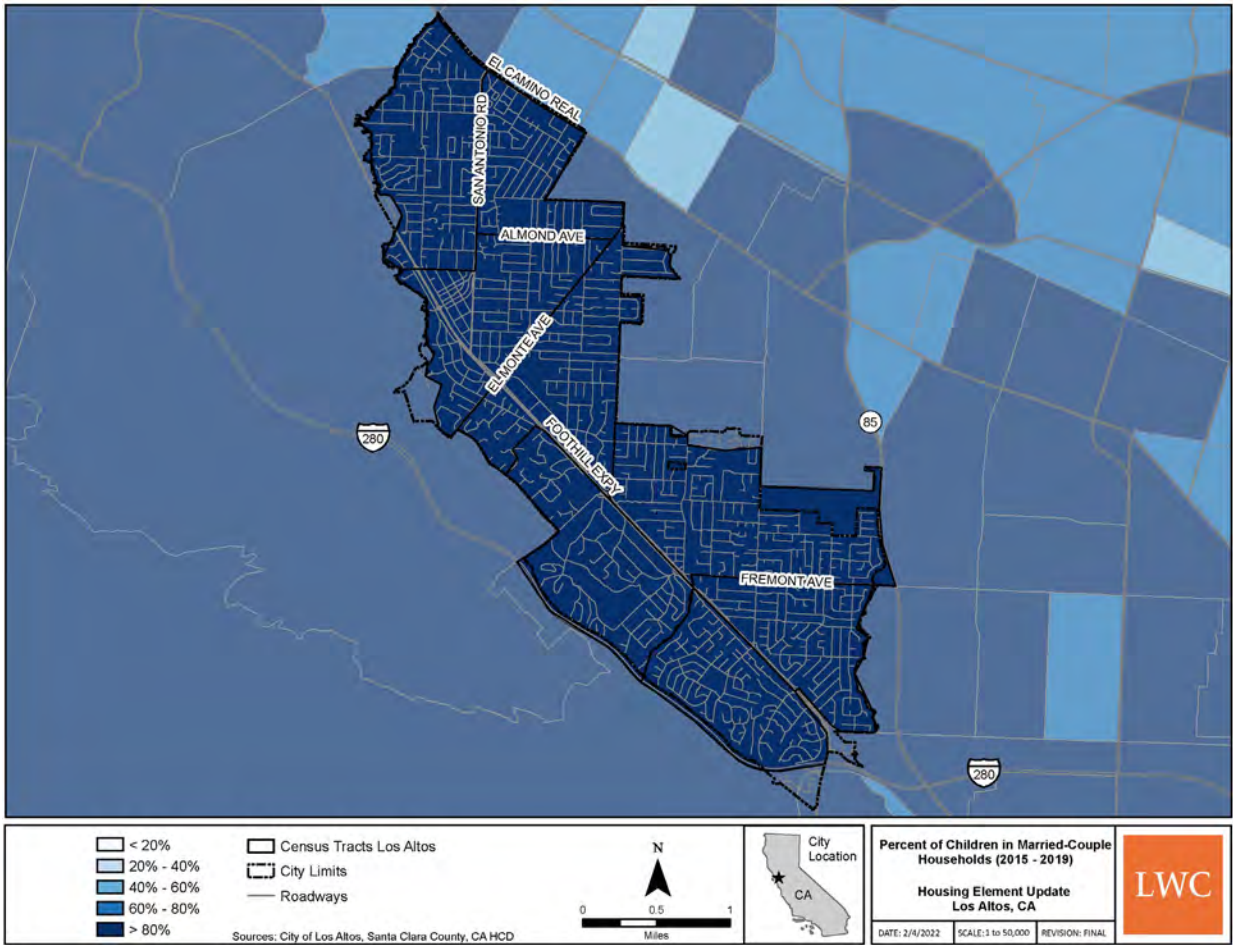
Table F-3: Percentage of Married-Couple Households with Children (2019)

Los Altos	Santa Clara County
34.8%	27.0%
<i>Source: ACS 2019 5-Year Estimates, Table DP02</i>	

Table F-4: Percentage of Female-Headed Households with Children, No Spouse/Partner Present (2019)

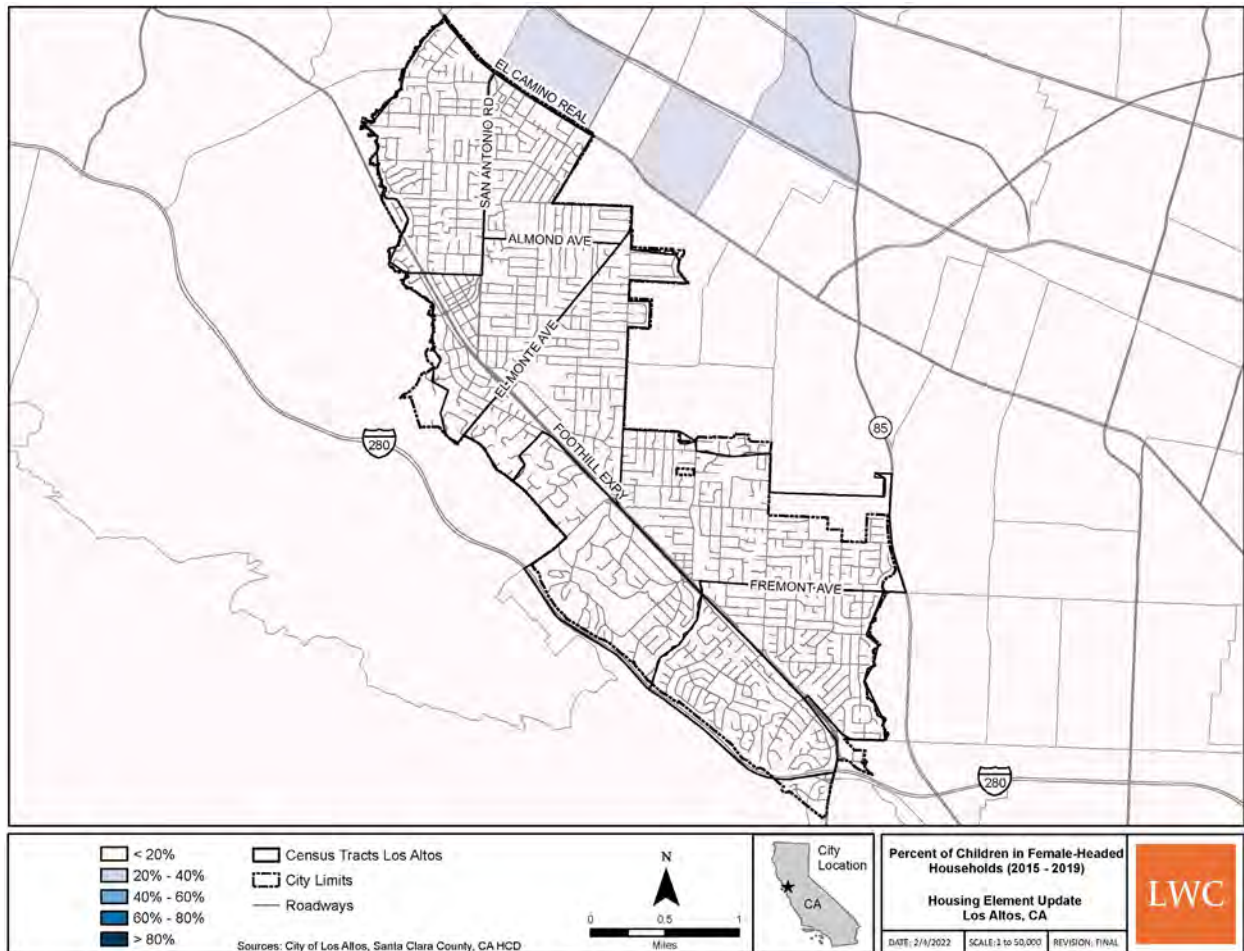
Los Altos	Santa Clara County
1.9%	3.3%
<i>Source: ACS 2019 5-Year Estimates, Table DP02</i>	

Figure F-5: Children in Married-Couple Households (2015 - 2019)



Source: HCD AFFH Spatial Data

Figure F-6: Children in Female-Headed Households with No Partner Present (2015-2019)



Source: HCD AFFH Spatial Data

Income

According to the 2015 to 2019 ACS, the median household income in Los Altos was \$235,278, which was more than Santa Clara County at \$124,055 during the same period (Table F-5).

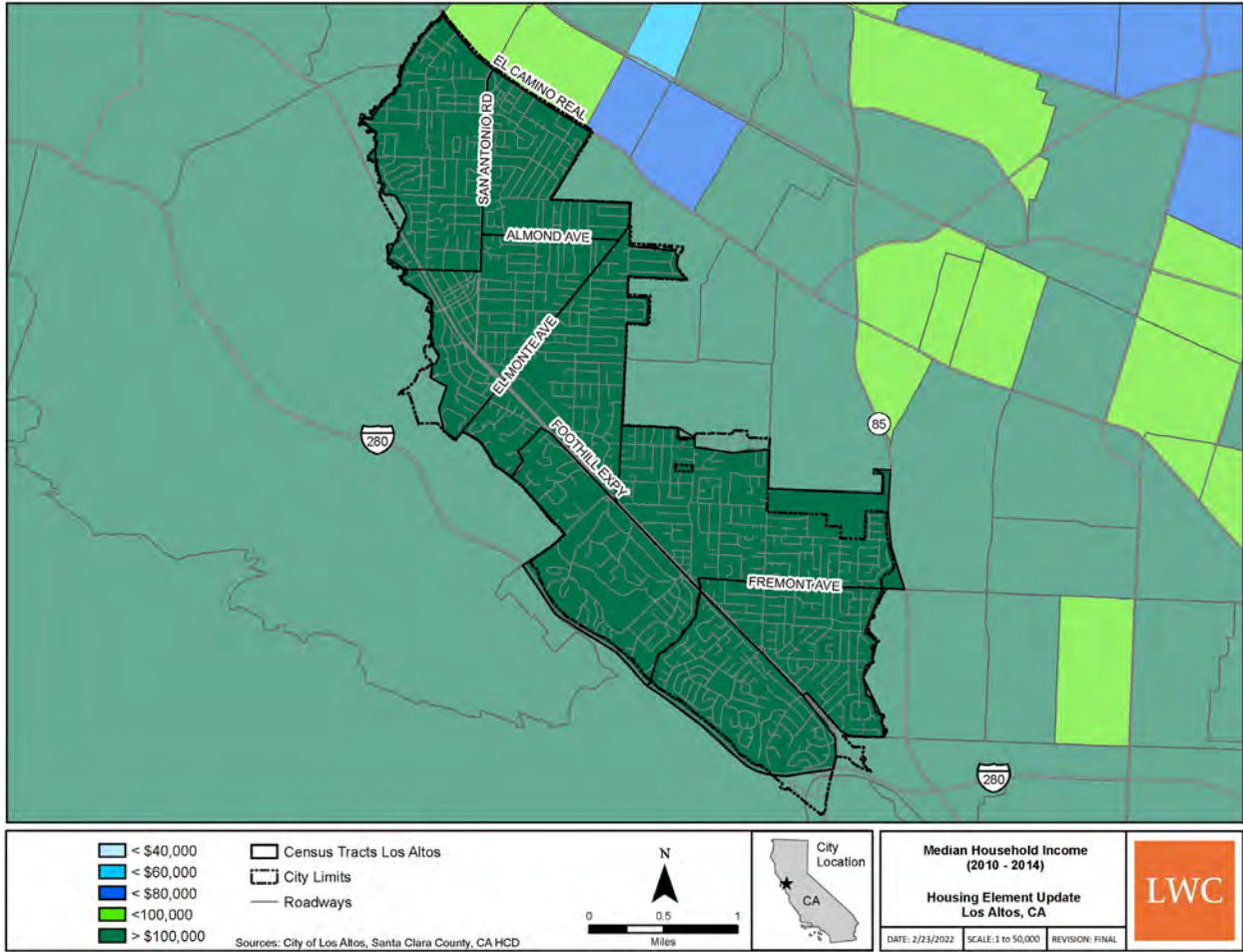
Figure F-7 displays the distribution of median household income by census tract in Los Altos for 2010 to 2014. Household income was approximately uniform across the city during that time period at \$100,000 or above. Most tracts adjacent to the city exhibited similar incomes at that time.

Figure F-8 presents median household income by block group for 2015 to 2019. Household incomes in the city remained at similar levels compared to 2010 to 2014 data. Several block groups did not have household income data for that period, so tract level data was used instead as indicated in Figure F-8. Household income was lower in about half of the surrounding block groups outside city in the 2015 to 2019 ACS data compared to the previous period.

Table F-5: Median Household Income (2019)

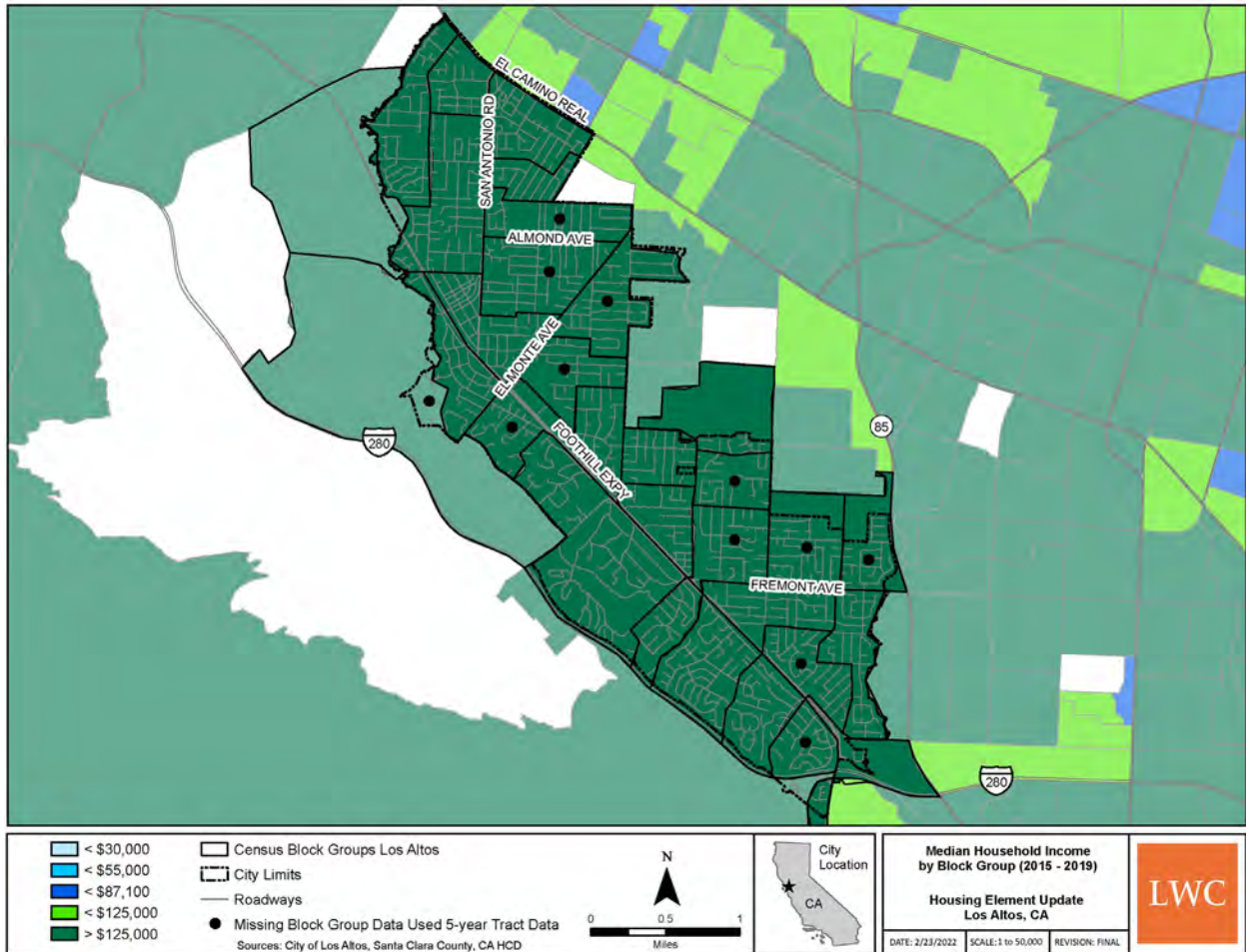
Los Altos	Santa Clara County
\$235,278	\$124,055
<i>Source: ACS 2019 5-Year Estimates, Table S1901</i>	

Figure F-7: Median Household Income (2010 - 2014)



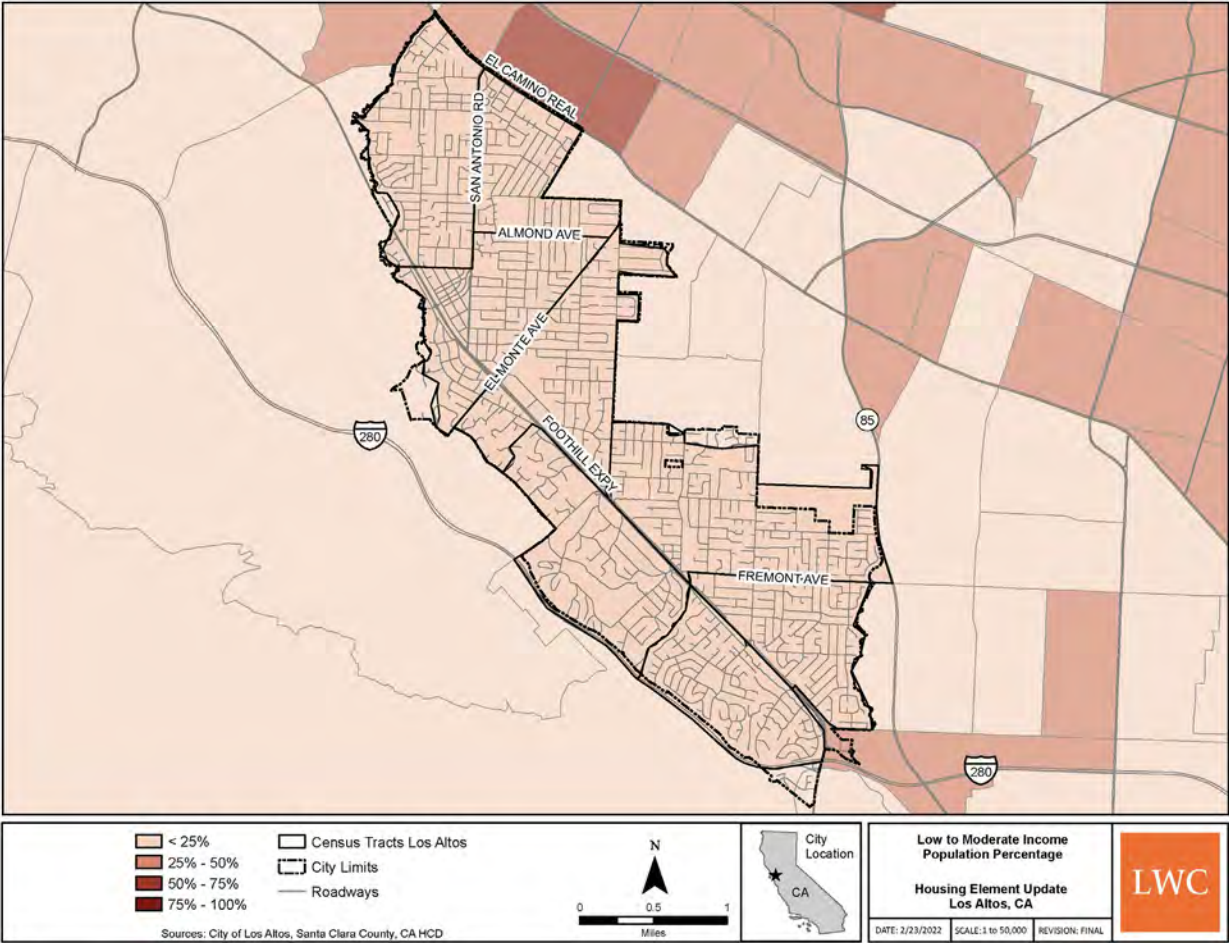
Source: HCD AFFH Spatial Data

Figure F-8: Median Household Income (2015 - 2019)



Source: HCD AFFH Spatial Data

Figure F-9: Low to Moderate Income Population (2015 - 2019)



Source: HCD AFFH Spatial Data

Figure F-9 presents the distribution of LMI households in the city by quartile. The amount of LMI households is low across the city at less than 25 percent. Census tracts adjacent to the city to the north have much higher levels of LMI populations than the city. A tract to the southeast of the city contains a higher LMI population percentage. This follows the observed regional pattern of LMI household percentages generally increasing to the north.

Income can also be disaggregated by race and ethnicity to further understand local patterns of segregation and integration. The citywide poverty rate was 2.8 percent according to 2015 to 2019 ACS data, compared to 7.5% countywide. The rate by race/ethnic group in Los Altos is shown in Table F-6. Residents who identify as two or more races experience poverty at a higher rate than other racial or ethnic groups in the city at about 7.8 percent. The poverty rate for this group is notable because of the number of individuals and that they represented about 5.5 percent of the total population according to the 2019 ACS data. Black and American Indian residents also experience elevated poverty rates relative to their population share (also see Appendix A, Housing Needs Assessment, Section A.3.4, Residents Living Below the Poverty Level).

Table F-6: Persons in Poverty by Race/Ethnicity (2019)

	Number of Persons	Poverty Rate by Race/Ethnicity	% Of Total Population
Below poverty level estimate	856	2.8%	-
White alone	484	2.6%	61.6%
Black or African American alone	7	5.4%	0.5%
American Indian and Alaska Native alone	2	6.5%	0.1%
Asian alone	232	2.4%	31.4%
Native Hawaiian/Other Pacific Islander alone	0	-	0.0%
Some other race alone	2	0.7%	0.9%
Two or more races	129	7.8%	5.5%
Hispanic or Latino origin (of any race)	30	2.2%	4.4%
<i>Source: ACS 2019 5-Year Estimates, Table S1701</i>			

Segregation Report

The AFFH Segregation Report for Los Altos has been prepared by the University of California Merced Urban Policy Lab in cooperation with the Association of Bay Area Governments and the Metropolitan Transportation Commission. The key findings from the report include the observations that both neighborhood racial segregation and income segregation in Los Altos declined since 2010. Another key finding states that “segregation between lower-income residents and residents who are not lower-income has decreased between 2010 and 2015”. These findings are consistent with figures provided in this section, and the report is attached to this appendix.

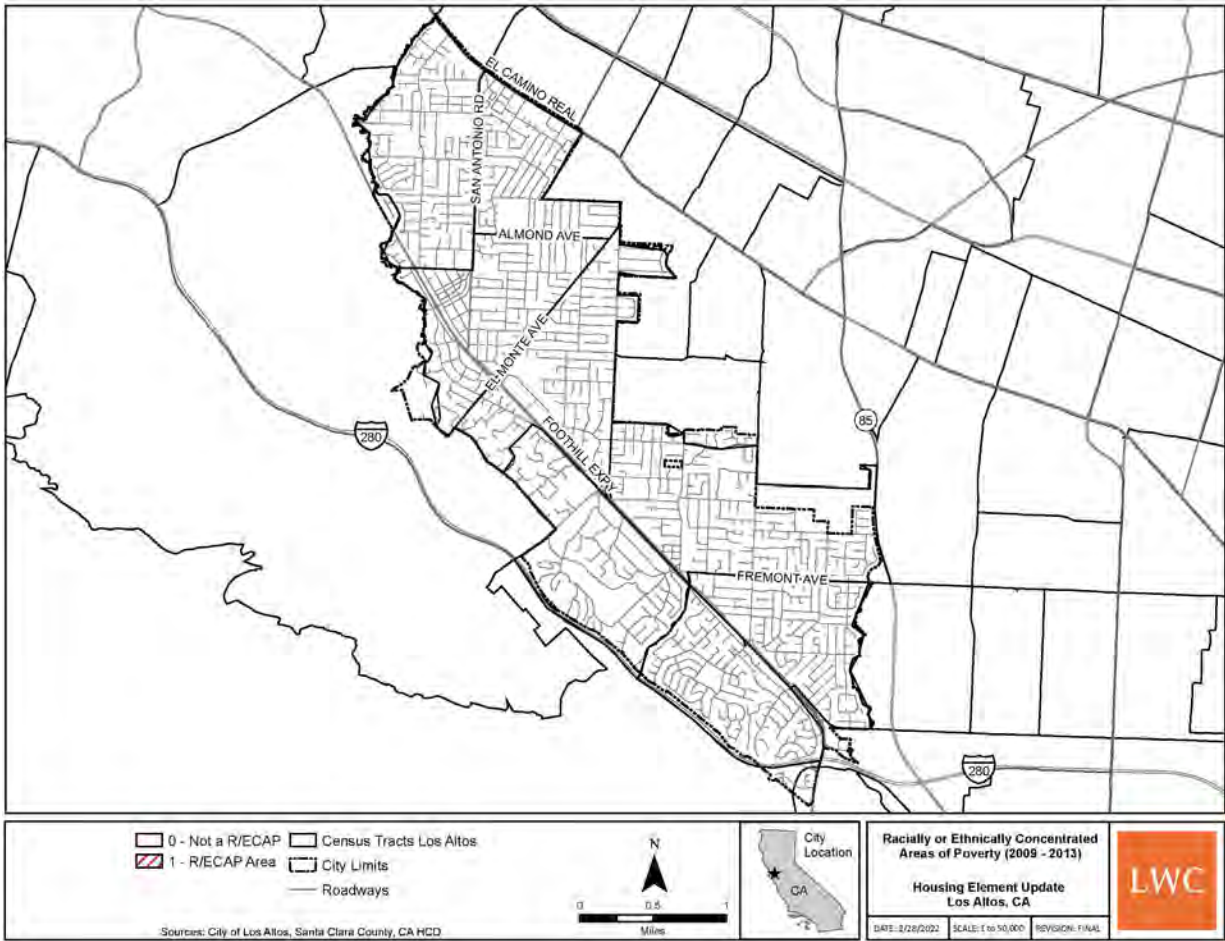
F.2.4 Racially or Ethnically Concentrated Areas of Poverty

Racially or Ethnically Concentrated Areas of Poverty (R/ECAPs)

Racially or Ethnically Concentrated Areas of Poverty (R/ECAP) are areas that exhibit both high racial/ethnic concentrations and high poverty rates. HUD defines R/ECAPs as census tracts with a majority non-white population (50 percent or more) and a poverty rate that exceeds 40 percent or is three times the average poverty rate for the county, whichever is lower.

R/ECAPs may indicate the presence of disadvantaged households facing housing insecurity and need. They identify areas whose residents may have faced historical discrimination and who continue to experience economic hardship, furthering entrenched inequities in these communities. According to Figure F-10, there are no R/ECAPs in Los Altos or in the surrounding area.

Figure F-10: Racially/Ethnicly Concentrated Areas of Poverty (2009-2013)



Source: HCD AFFH Spatial Data

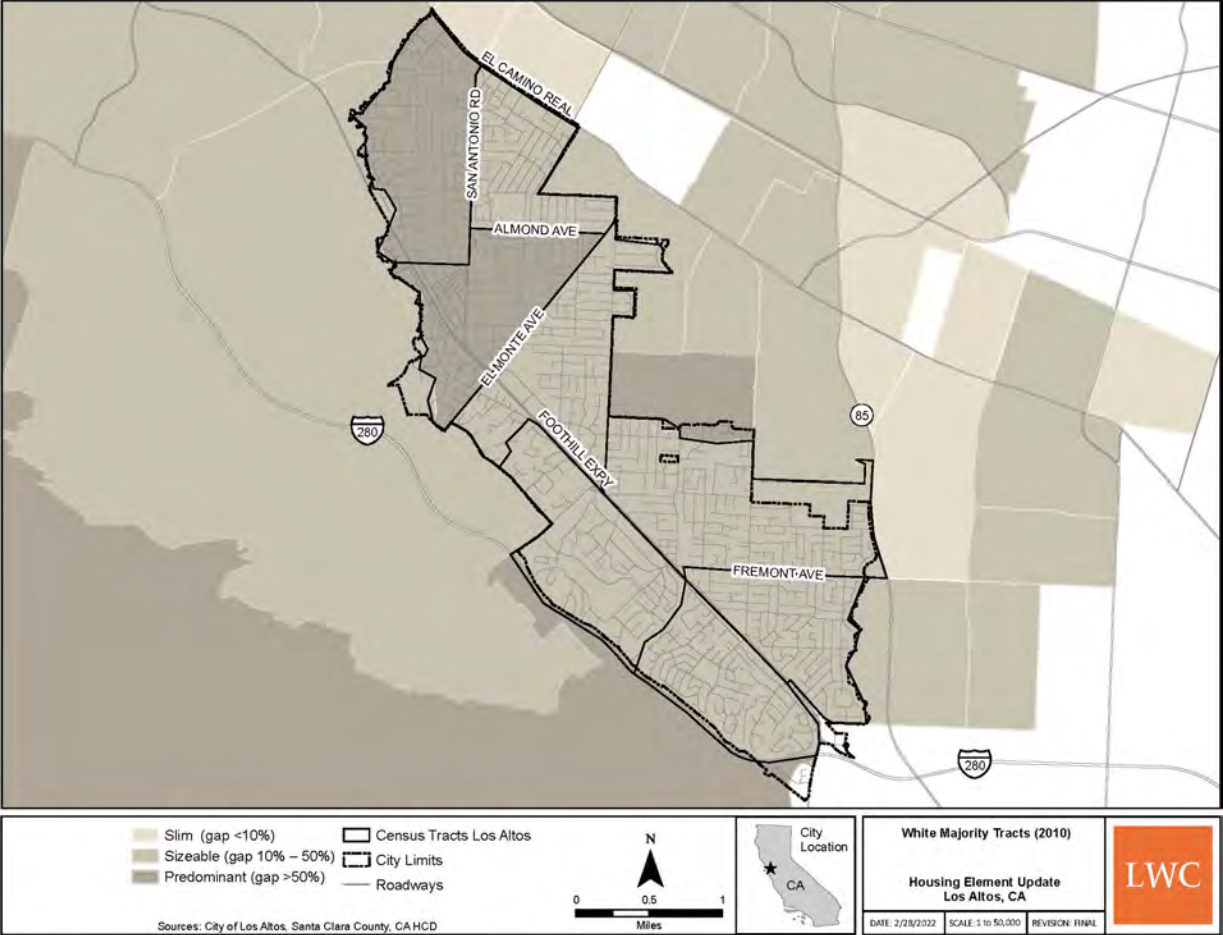
Racially or Ethnically Concentrated Areas of Affluence (RCAs)

Racially or Ethnically Concentrated Areas of Affluence (RCAs) are neighborhoods in which there are both high concentrations of non-Hispanic White households and high household income rates. Based on research from the University of Minnesota Humphrey School of Public Affairs, RCAs are defined as census tracts where 80 percent or more of the population is white, and the median household income is \$125,000 or greater (which is slightly more than double the national median household income in 2016).

However, HCD adjusted the RCA methodology to track more closely with California's higher levels of diversity by setting the white population threshold to 50 percent. According to 2010 data available from HCD (Figure F-11), Los Altos had two white-majority census tracts in the predominant category at about 52 percent each, with the remaining areas between 10 and 50 percent. Those two white-majority tracts have household incomes greater than \$125,000 and are therefore RCAs by the HCD criteria. One of these RCA tracts is situated between El Monte

Avenue and Almond Avenue and the other RCAA tract is located in the northwestern portion of the city to the west of San Antonio Road.

Figure F-11: White Majority Tracts (2010)



Source: HCD AFFH Spatial Data

F.2.5 Access to Opportunity

One important component of fair housing is a neighborhood’s access to opportunity, which correlates relative place-based characteristics of an area, such as education, employment, safety, and the environment, with critical life outcomes, such as health, wealth, and life expectancy. Ensuring access to opportunity means both investing in existing low-income and underserved communities, as well as supporting residents’ mobility and access to ‘high resource’ neighborhoods.

In February 2017, the Department of Housing and Community Development (HCD) and the California Tax Credit Allocation Committee (TCAC) convened the California Fair Housing Task Force to provide research and evidence-based policy recommendations to further HCD’s fair housing goals of (1) avoiding further segregation and concentration of poverty and (2)

encouraging access to opportunity through land use policy and affordable housing, program design, and implementation.

HCD and TCAC prepared opportunity maps to identify census tracts with the highest and lowest resources. High resource areas are areas with high index scores for a variety of opportunity indicators. Examples of indicators of high resources areas include high employment rates, low poverty rates, proximity to jobs, high educational proficiency, and limited exposure to environmental health hazards. High resources tracts are areas that offer low-income residents the best chance of a high quality of life, whether through economic advancement, high educational attainment, or clean environmental health. Census tracts in the city that are categorized as moderate resource areas have access to many of the same resources as the high resource areas but may have fewer job opportunities, lower performing schools, lower median home values, or other factors that lower their indexes across the various economic, educational, and environmental indicators.

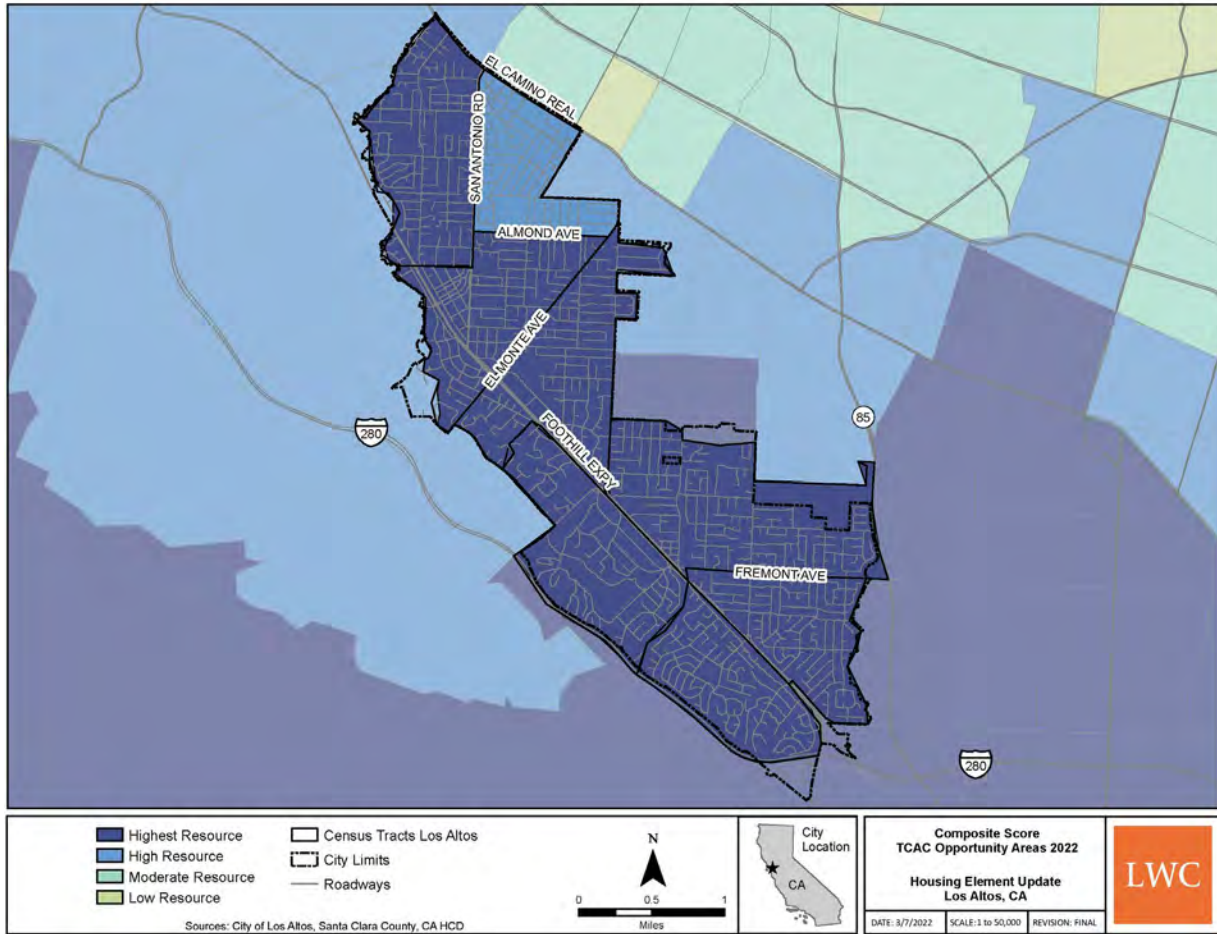
Low resources areas are characterized as having fewer opportunities to employment and education, or a lower index for other economic, environmental, and educational indicators. These areas have greater quality of life needs and should be prioritized for future investment to improve opportunities for current and future residents.

The opportunity maps inform TCAC, which oversees the Low-Income Housing Tax Credit (LIHTC) Program, to distribute funding more equitably for affordable housing in areas with the highest opportunity. The analysis evaluates total access to opportunity (e.g., high, moderate, low), but also individually assesses opportunity access across more specific indicators, such as education, transportation, economic development, and environment.

TCAC Opportunity Areas – Composite Score

The 2022 TCAC Opportunity Areas Composite Score provides an aggregate index of three domains: economic, education, and environmental. Census tracts with higher composite scores indicate higher resource areas overall. As shown in Figure F-12, most tracts in Los Altos are in the highest resource category. The northeastern tract, bordered by El Camino Real, San Antonio Road, and Almond Avenue, is a high resource area. Areas outside of the city to the north have lower composite scores which reflects the regional trend of generally lower scores in the north and eastern portions of the county. Lower composite scores outside of the city to the north along El Camino Real are mostly the result of much lower environmental and educational ratings with a low economic rating further reducing the composite score to low resource in one tract. Two factors likely contributing to the lower environmental scores in this area are higher traffic volumes and higher concentrations of commercial and industrial land use.

Figure F-12: TCAC Opportunity Areas 2022 - Composite Score

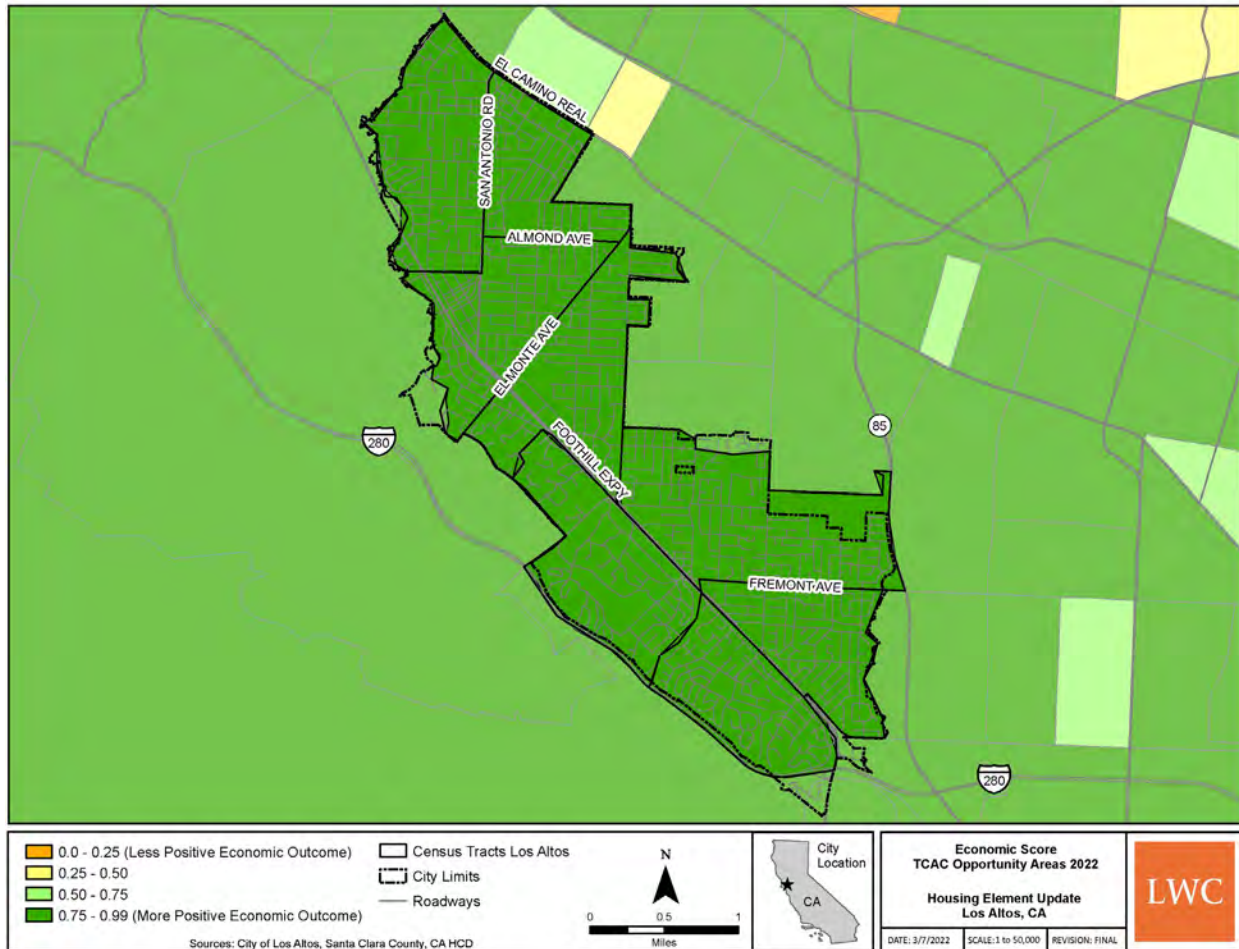


Source: HCD AFFH Spatial Data

Economic Score

The 2022 TCAC Opportunity Areas Economic Score for a census tract is based on poverty, adult education, employment, job proximity, and median home value indicators. The score is broken up by quartiles, with the highest quartile indicating more positive economic outcomes and the lowest score indicating least positive outcomes. The city's census tracts have the highest economic scores of 0.75 to 0.99 as shown in Figure F-13. Most of the surrounding areas also have the highest economic score except for the low resource area noted in the previous section.

Figure F-13: TCAC Opportunity Areas 2022 - Economic Score



Source: HCD AFFH Spatial Data

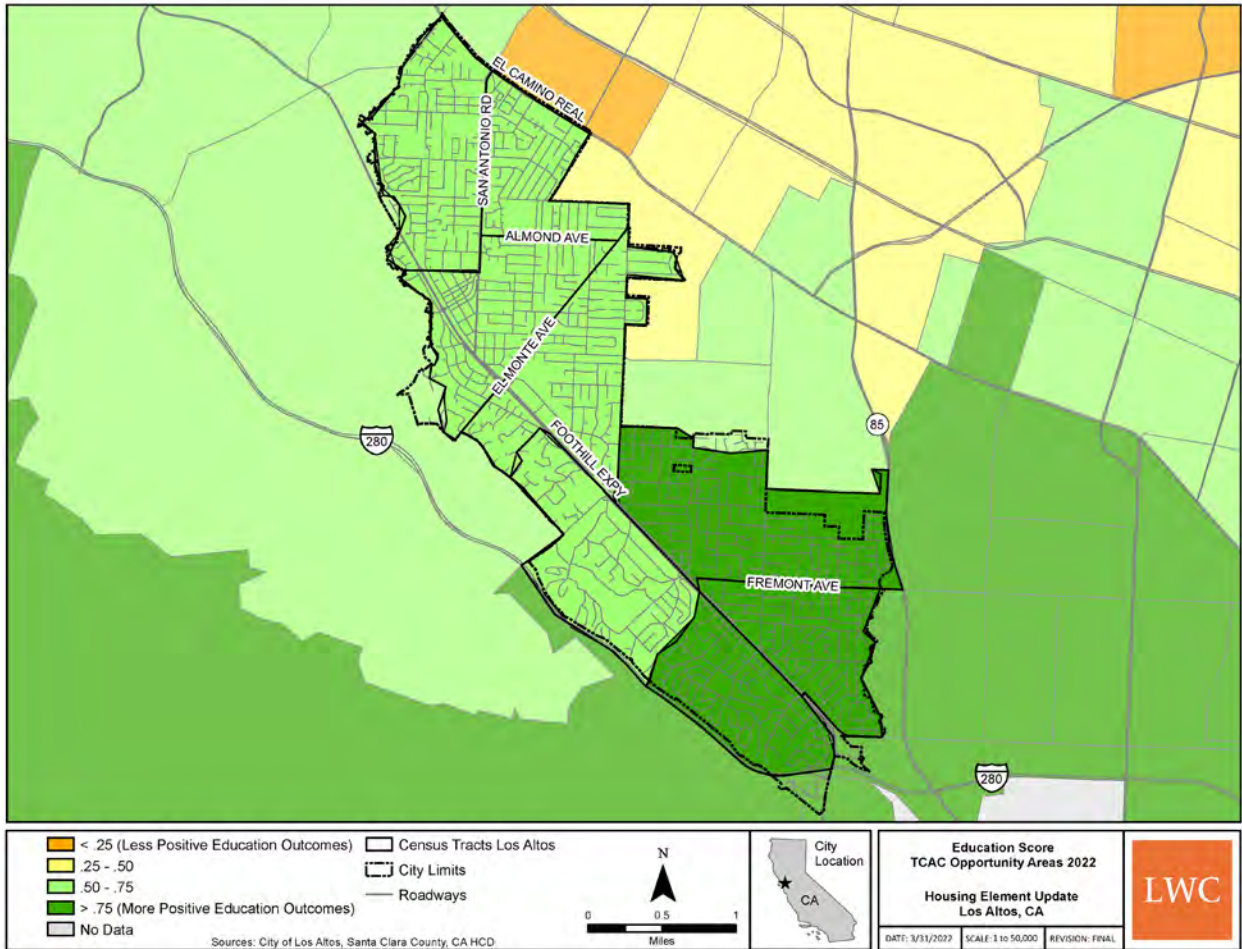
Education Score

The 2022 TCAC Opportunity Areas Education Score for a census tract is based on math and reading proficiency, high school graduation rate, and student poverty rate indicators. The score is broken up by quartiles, with the highest quartile indicating more positive education outcomes and the lowest quartile signifying less positive outcomes.

As shown in Figure F-14, most census tracts in the city have a good education score between 0.50 and 0.75. Three tracts in the south have scores greater than 0.75. These scores suggest that the city generally has positive educational outcomes for students.

Los Altos contains seven school enrolment zones in total with some of their boundaries partially overlapping the city. Six of the seven zones are within the 0.50 and 0.75 education score range. Only one Los Altos school, Oak Avenue School, located north of Fremont Avenue, is within the highest education score area for the city. The two other high education score tracts are outside of Los Altos school districts.

Figure F-14: TCAC Opportunity Areas 2022 - Education Score



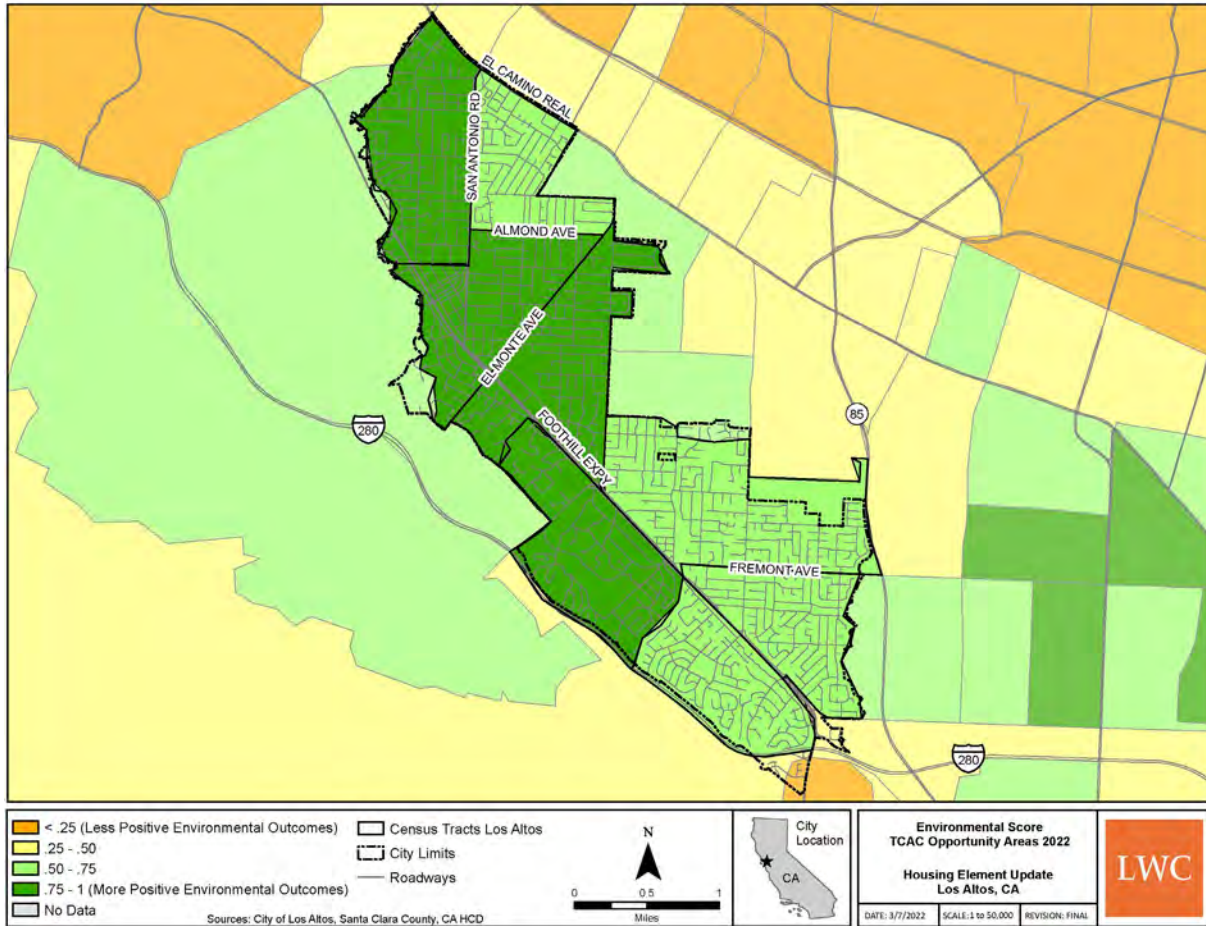
Source: HCD AFFH Spatial Data

Environmental Score

Environmental scores for census tracts presented in Figure F-15 are based on 2022. TCAC Opportunity Areas Environmental Scores that reflect environmental risk. The scores are divided into quartiles with higher scores representing more positive environmental outcomes and lower scores indicating least positive environmental outcomes for residents living there.

The city contains two ranges of high environmental scores indicating that residents have generally positive environmental conditions. As shown in Figure F-15, the highest environmental scores are mostly in the western portions of the city. These tracts also score higher than the surrounding areas. Environmental scores decrease to the north and east across Santa Clara County due in part to higher levels of traffic and air pollution within transportation corridors in more concentrated areas.

Figure F-15: TCAC Opportunity Areas 2021 - Environmental Score



Source: HCD AFFH Spatial Data

Jobs Proximity Index

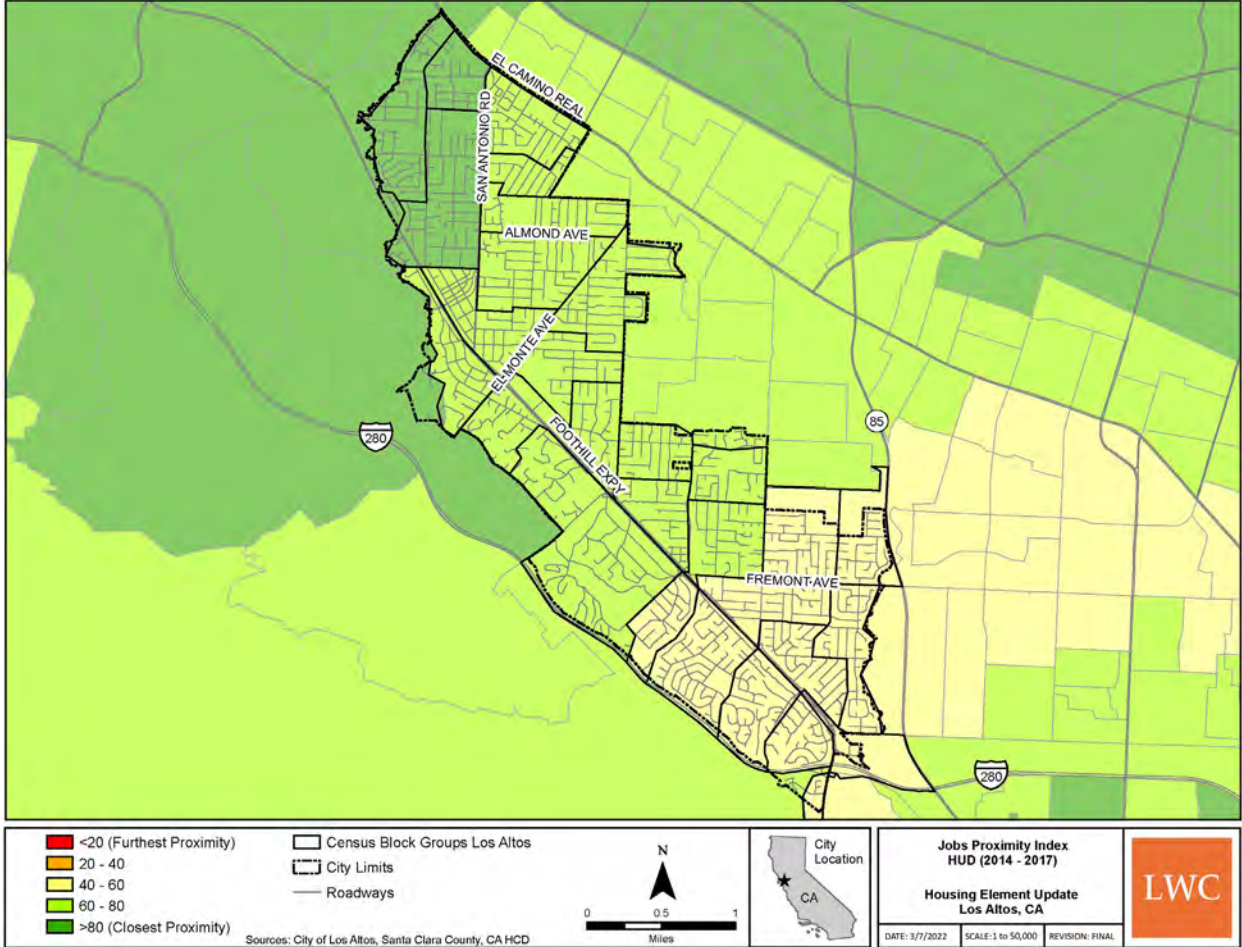
HUD's Jobs Proximity Index for a census tract measures the area's distance from employment. This index can be used as a proxy to indicate relative transportation needs in a community. The score is broken up by quintiles, with the highest quintile representing areas closest to job centers. The Jobs Proximity Index score is relatively high across Los Altos with most of the city in the 60 to 80 quintile range as shown in Figure F-16. Scores are highest in the north and lowest in the south. Scores are generally similar in adjacent tracts to the east and west outside of the city while they are lower to the north and south.

Approximately 769 people are both employed and live in Los Altos, which is 6.4 percent of employed Los Altos residents according to 2019 employment data⁶. The largest proportion of

⁶ Longitudinal Employer-Household Dynamics (LEHD), OnTheMap, 2019.

employed Los Altos residents work in the City of San Jose (19.5 percent), followed by the City of Mountain View (7.7 percent), the City of Sunnyvale (6.9 percent), and the City of Los Altos (6.4 percent).

Figure F-16: Jobs Proximity Index (HUD, 2014-2017)



Source: HCD AFFH Spatial Data

Disparities in Access to Opportunity for Persons with Disabilities

People with disabilities often experience challenges with accessibility, discrimination, and housing choice that make it difficult to find suitable housing to meet their needs. According to the Needs Assessment (Appendix A, Figure A-23), the most common types of disabilities in Los Altos in 2018 were ambulatory disabilities followed by hearing and independent living disabilities.

The California Department of Developmental Services (DDS) currently provides community-based services to approximately 350,000 persons with developmental disabilities and their families through a statewide system of regional centers, developmental centers, and community-based facilities. The San Andreas Regional Center serves individuals and families in Monterey, San Benito, Santa Clara, and Santa Cruz counties. DDS provides data on developmental

disabilities by age and type of residence. According to DDS and as shown in the Needs Assessment (Appendix A, Table A-7), there are about 95 residents with a development disability in Los Altos, with most of them (93) able to live in a home with their parent or guardian.

During the Housing Element process, a service provider for the San Andreas Regional Center described the heightened need for accessible units coupled with coordinated supportive services and access to public transit for people with developmental disabilities, who are more likely than the general population to have an accompanying physical disability.

There are a variety of housing types appropriate for people with disabilities, such as licensed and unlicensed single-family homes, group homes, and transitional and supportive housing. The design of housing-accessibility modifications, proximity to services and transit, and the availability of group living opportunities represent some of the types of considerations that are important in serving this need group. The Housing Constraints Appendix (Appendix C) discusses how the City permits various housing types, including the allowance for reasonable accommodations.

Additionally, the Santa Clara County Social Services Agency operates the In-Home Supportive Services (IHSS) program for low-income seniors or people with disabilities. This program provides support for individuals such as meal preparation, laundry, house cleaning, and personal care to enable them to live at home.

Disparities in Access to Transportation Opportunities

The HUD Low Transportation Cost Index is based on estimates of transportation costs for a family that meets the following description: a 3-person single-parent family with income at 50 percent of the median income for renters for the region. These estimates originate from the Location Affordability Index (LAI). Transportation costs are modeled for census tracts as a percent of income for renters in these households. Index values are inverted, and percentile ranked nationally, with values ranging from 0 to 100. Higher index values indicate lower transportation costs in that neighborhood. Transportation costs may be low within a tract for a range of reasons, including greater access to public transportation and the density of homes, services, and jobs in that area.

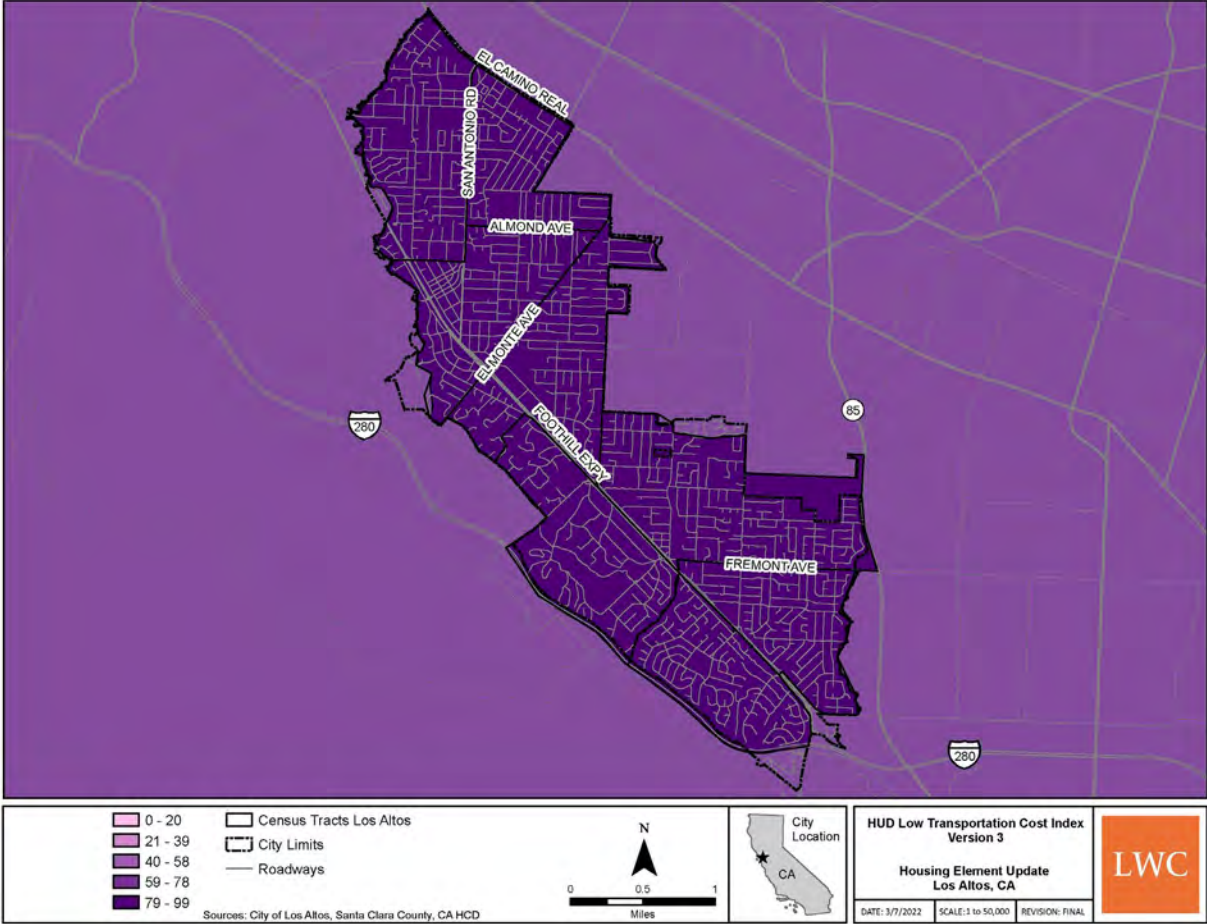
Figure F-17 displays the Transportation Cost Index ranges in Los Altos. The index values are at or above 89 across the city indicating that Los Altos has lower transportation costs than that percentage of the nation. Transportation costs are therefore estimated to be low for a 3-person single-parent family with income at 50 percent of the median income. Transportation costs for renters in the city and access to transportation opportunities are relatively even and closely match adjacent areas outside of the city.

Residents of Los Altos have access to various transit modes. The city contains part of the Santa Clara County bike path network, and some roads have bike lanes for cyclists. Bus routes within Los Altos include service along San Antonio Road, El Monte Road, and El Camino Real. Bus

routes connect Los Altos to the larger Santa Clara Valley Transportation Authority network and CalTrain.

Comments during the Housing Element process included focusing housing, particularly affordable housing, in areas with transit options and that are walkable with access to services. Also, several comments were received that requested that additional transportation services for seniors should be addressed.

Figure F-17: HUD Low Transportation Cost Index



Source: HUD Spatial Data

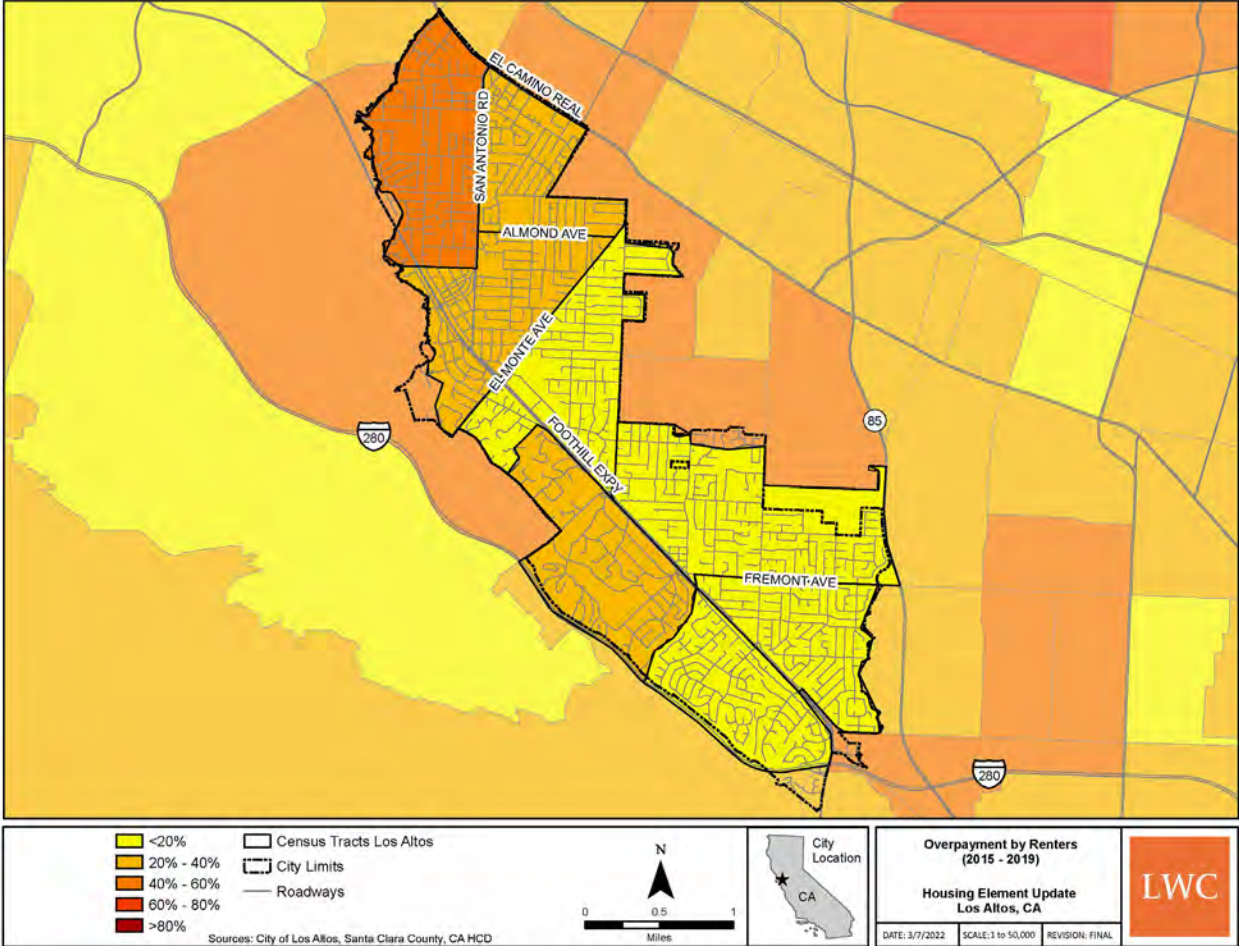
F.2.6 Disproportionate Housing Needs

Overpayment

HUD defines overpayment, or “housing cost burden”, as households paying 30 percent or more of their gross income on housing expenses, including rent or mortgage payments and utilities. Housing cost burden is considered a housing need because households that overpay for housing costs may have difficulty affording other necessary expenses, such as childcare, transportation, and medical costs.

Renters are typically more likely to overpay for housing costs than homeowners. The percentage of renter households exhibiting cost burden varies across the city from less than 20 percent to between 40 and 60 percent (Figure F-18). The highest renter overpayment percentage is located in the northwestern area of the city which is a high resource area that is designated as a RCAA and also contains the highest Jobs Proximity Index score in the city.

Figure F-18: Overpayment by Renters (2015 - 2019)



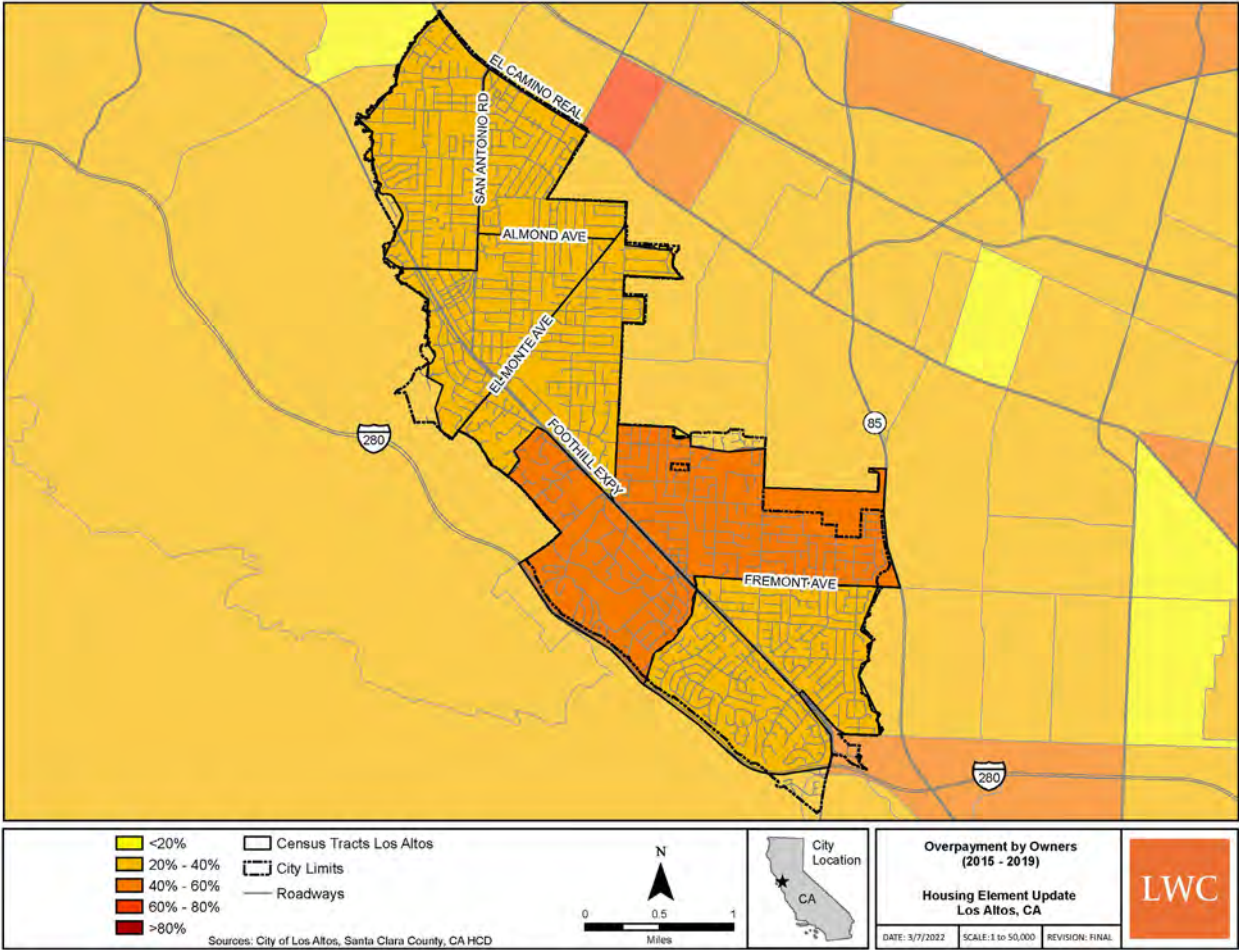
Source: HCD AFFH Spatial Data

Homeowners generally experience a lower rate of cost burden than renters. Figure F-19 shows the percentages of homeowners experiencing overpayment for the 2015 to 2019 time period. Percentages of homeowners with overpayment range from approximately 20 percent to 60 percent across the city, the same ranges as renters experiencing overpayment. The area with the highest percentages of homeowner overpayment are high resource areas with high education scores.

Although Los Altos has a lower proportion of cost-burdened households compared to the county and the Bay Area (Housing Needs Assessment, Appendix A, Section A.5.3), housing affordability

of housing was a key issue raised throughout the Housing Element update process. Housing in Los Altos is unaffordable to many households, including critical workers (e.g., teachers, firefighters, service industries, etc.), and not just lower income households. This was also reflected in responses to the community feedback form/questionnaire distributed to businesses and workers, where limited availability of affordable units, lack of resources to find affordable housing, and long waitlists were identified as barriers.

Figure F-19: Overpayment by Owners (2015 - 2019)



Source: HCD AFFH Spatial Data

Overcrowding

Overcrowding is defined by the Census as a unit in which more than one person occupies a room (excluding bathrooms and kitchens) while severe overcrowding occurs when more than 1.5 people occupy a room. Overcrowded households are an indicator of housing needs, as lower income families or individuals may choose to live together in smaller spaces to save money on housing costs.

In addition to the strain on residents’ mental and physical health, overcrowding can also lead to more rapid deterioration of the property due to increased usage. Overall 0.6 percent of households in Los Altos experienced overcrowding and 0.1 percent experienced severe overcrowding according to ACS 2019 five-year data. The city’s overcrowding rates are lower than Santa Clara County overcrowding and severe overcrowding rates of 5.2 and 4.7 percent, respectively (Table F-7). Overcrowding is more prevalent in renter households (see Housing Needs Assessment, Appendix A, Section A.3.2).

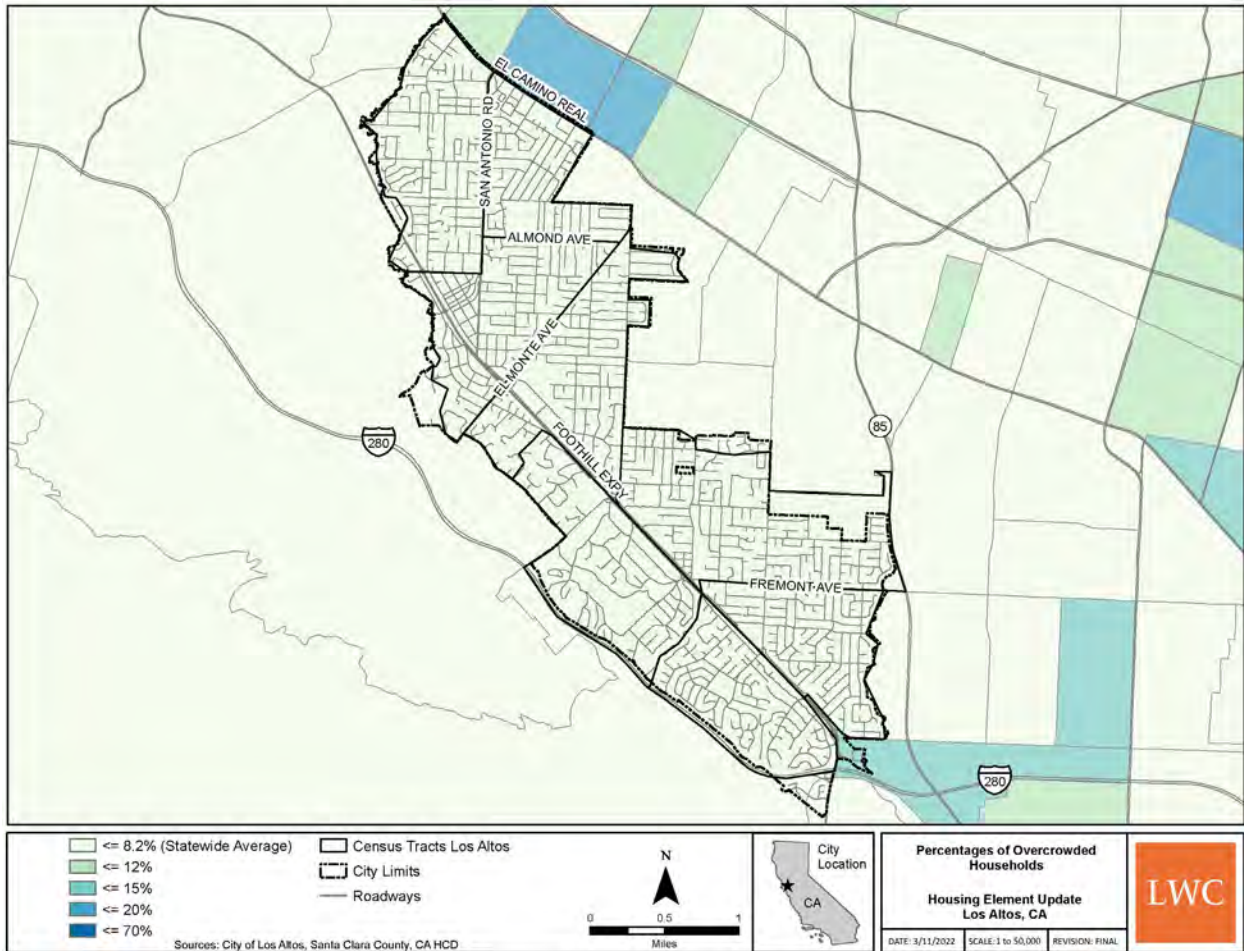
Table F-7: Overcrowding and Severe Overcrowding Rates

Occupants Per Room	Los Altos		Santa Clara County
	Units	Percentage	Percentage
1.01 to 1.5	68	0.6%	5.2%
1.51 or more	13	0.1%	2.9%
<i>Source: ACS 2019 5-Year Estimates, Table DP04</i>			

Estimated percentages of overcrowded households in Los Altos by census tract are shown in Figure F-20. The highest overcrowding percentage is about 2.5 percent and is found in the southernmost tract located south of Foothill Expressway. Half of the tracts contain overcrowding rates of zero percent. Overcrowding levels in adjacent areas are mostly similar to the city but are higher in some areas to the north and south.

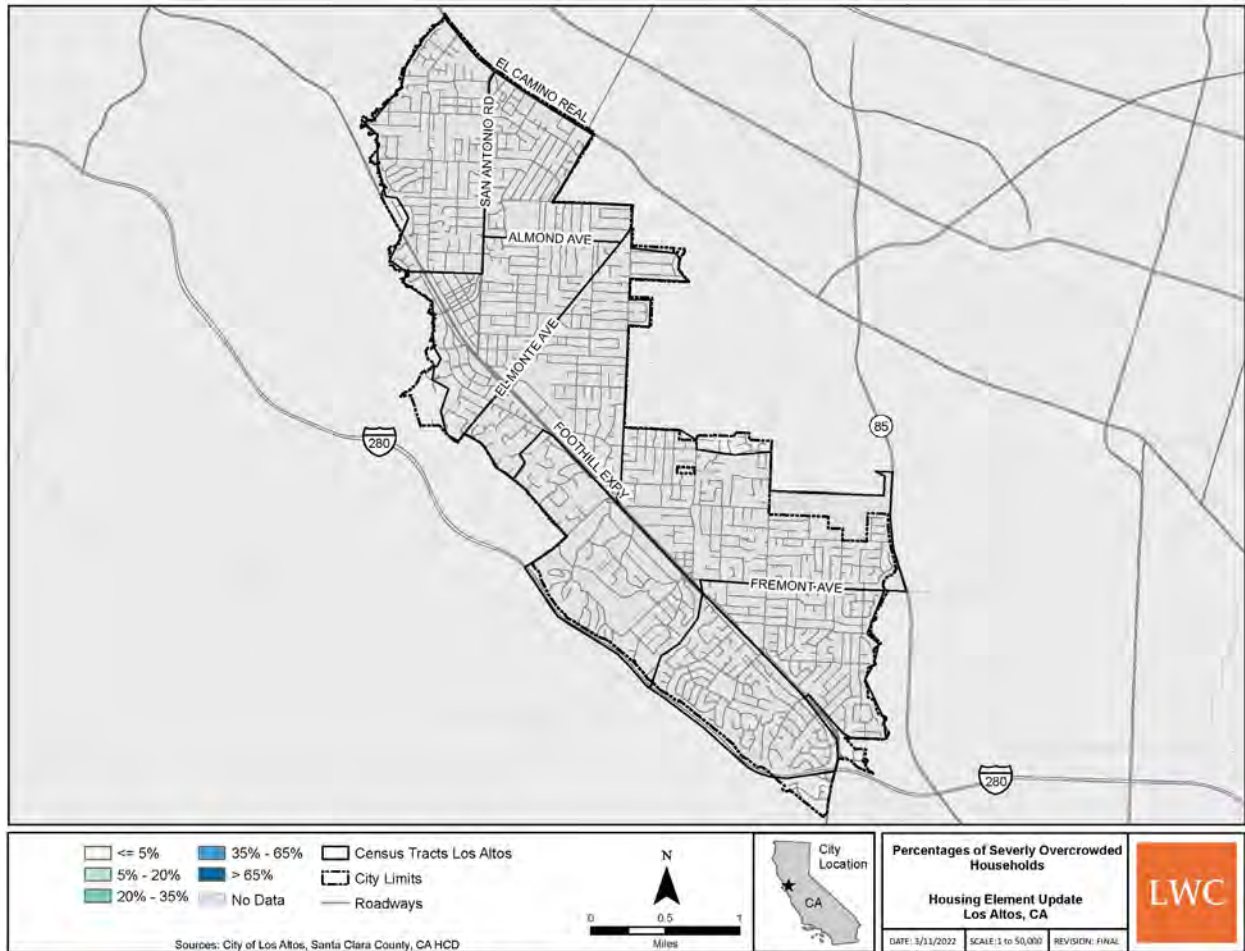
The statewide spatial data for severe overcrowding did not contain any values in the vicinity of Los Altos as shown in Figure F-21.

Figure F-20: Overcrowded Households HUD, CHAS, ACS (2020)



Source: HCD AFFH Spatial Data

Figure F-21: Severely Overcrowded Households HUD, CHAS, ACS (2020)



Source: HCD AFFH Spatial Data

In Los Altos, rates of overcrowding are highest for Hispanic households, followed by Asian households. As with disability status, age likely plays some role in explaining racial and ethnic disparities in overcrowding. Relatively younger adults, around the age of the median-age Hispanic households, are more likely to have minor children in their households, which, in turn, increases the likelihood of overcrowding. Conversely, older adults closer to the median-age of White households, are more likely to reside in one- or two-person households.

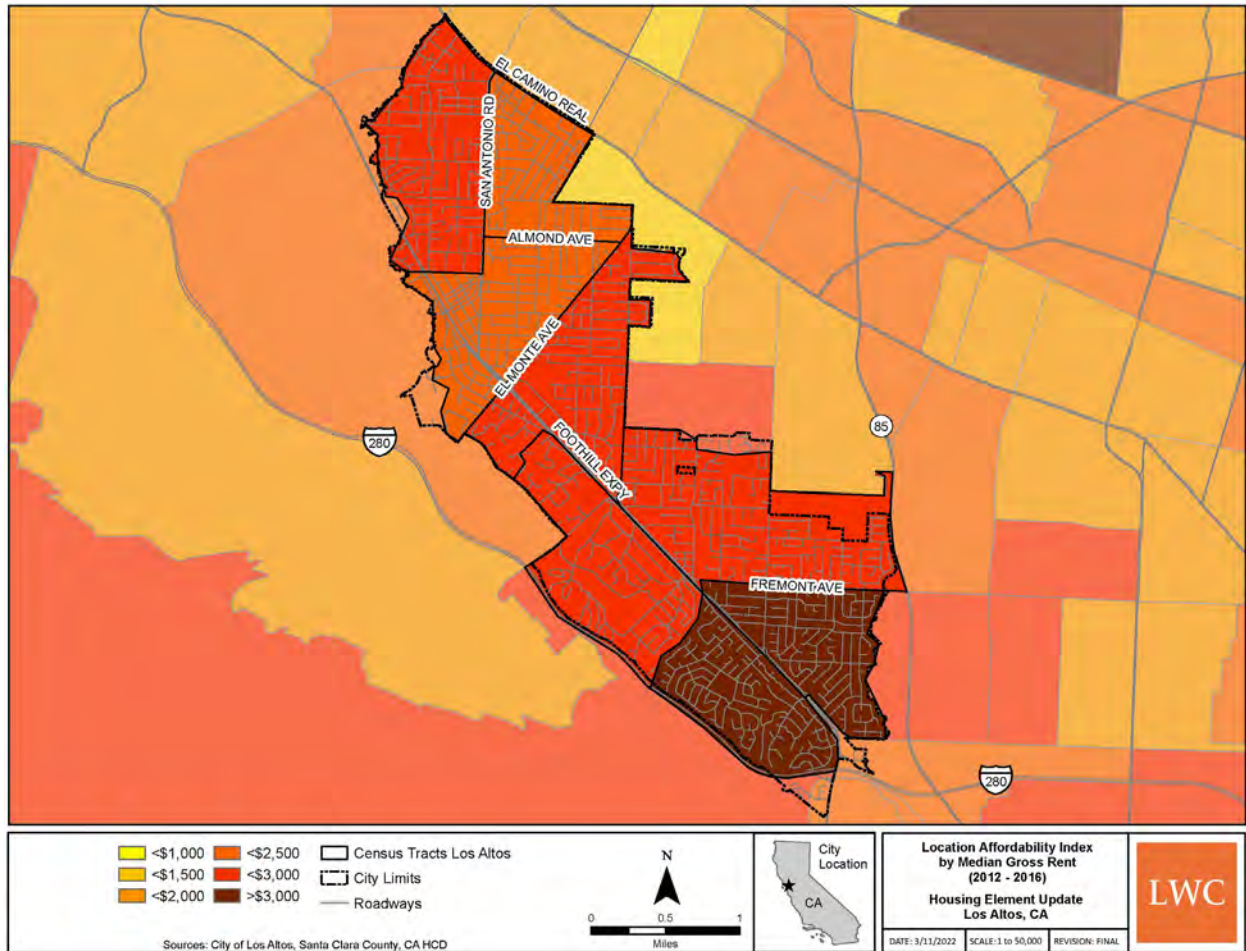
Table F-8: Occupants per Room for Households by Race and Ethnicity

Race or Ethnicity	Total Households	% in Overcrowded Units*
White Alone, Not Hispanic or Latino	6,903	0.3%
Black or African American Alone	40	0.0%
Asian Alone	3,111	1.4%
Hispanic or Latino (of any race)	334	2.4%
<p>* Overcrowded units defined as 1.01 or more occupants per room. <i>Source: Lawyer's Committee, Baird + Driskell Community Planning; ACS 2019 5-Year Estimates</i></p>		

Location Affordability Index

Figure F-22 shows HUD's Location Affordability Index for 2012 to 2016 in Los Altos. This index estimates household housing and transportation cost on a neighborhood-scale. As shown in this figure, the index in half of the tracts have values up to \$3,000 per month. The city contains higher index values (greater than \$3,000) in two census tracts in the southern portion of the city, south of Fremont Avenue. These tracts score highest for this index but are not the highest areas for overpayment, however. Adjacent tracts generally have lower Location Affordability Index scores than the city.

Figure F-22: Location Affordability Index HUD (2012 – 2016)



Source: HCD AFFH Spatial Data

Substandard Housing

Incomplete plumbing or kitchen facilities can be used as a proxy to indicate substandard housing conditions. According to the 2015 to 2019 ACS, 0.2 percent of Los Altos households lacked complete plumbing installations, which is slightly lower than Santa Clara County overall at 0.3 percent. The estimate of Los Altos households without complete kitchen facilities is 0.8 percent while the county estimate is at 0.9 percent.

Table F-9: Substandard Housing Rates

Substandard Housing	Los Altos		Santa Clara County
	Units	Percentage	Percentage
Lacking complete plumbing facilities	18	0.2%	0.3%
Lacking complete kitchen facilities	85	0.8%	0.9%

Source: ACS 2019 5-Year Estimates, Table DP04

The age of housing stock can also be an indicator of substandard housing. As homes get older, there is a greater need for maintenance and repair. If not properly addressed, an aging housing stock can result in poorer living standards, incur more expensive repair costs and, under certain conditions, lower overall property values. See Housing Needs Assessment (Appendix A, Section A.4.4) for additional information on housing stock age and condition.

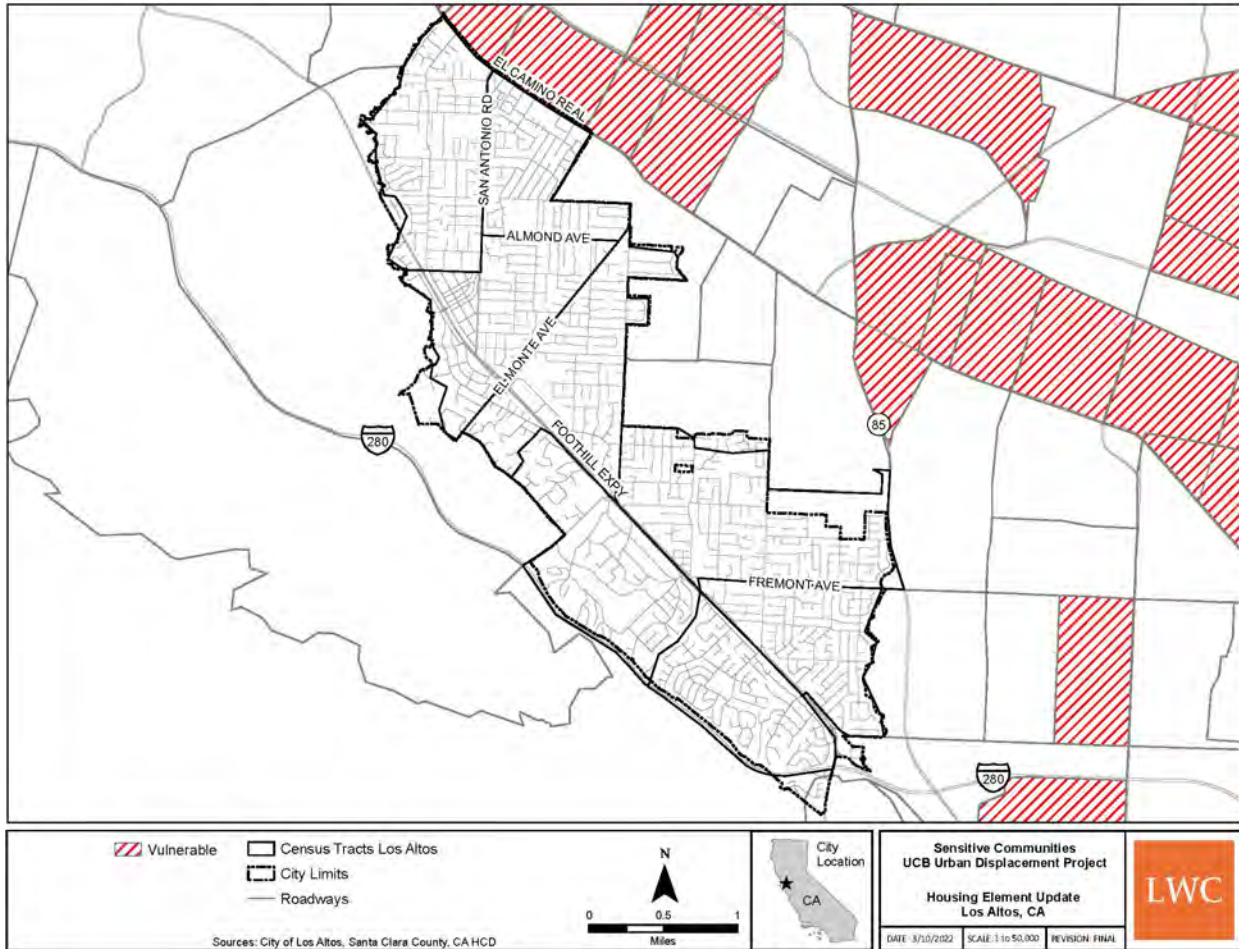
Displacement Risk

The University of California Berkeley’s Urban Displacement Project (UDP) uses data-driven research to produce maps identifying sensitive communities that are at-risk of displacement. UDP defines sensitive communities as currently having “populations vulnerable to displacement in the event of increased redevelopment and drastic shifts in housing cost”. Vulnerability was determined based on the following characteristics:

- The share of very low-income residents is above 20 percent;
AND
- The tract meets two of the following criteria:
 - Share of renters is above 40 percent
 - Share of people of color is above 50 percent
 - Share of very low-income households that are severely rent burdened households is above the county median
 - Percent change in rent is above county median rent increase
 - Rent gap, which is the difference between tract median rent and median rent for surrounding areas

UDP has not identified any vulnerable communities within the city (Figure F-23).

Figure F-23: Vulnerable Communities



Source: HCD AFFH Spatial Data

Homelessness

Information on homelessness and resources for persons experiencing homelessness in Los Altos is described in the Housing Needs Assessment (Appendix A, Section A.3.4, People Experiencing Homelessness).

Between 2017 and 2019, Los Altos saw its homeless population increase over tenfold, from six to 76 people. This is higher than the rate of increase in the county, 31 percent, during the same period (7,394 to 9,706 people experiencing homelessness). Los Altos' homeless population is less than one percent of the county's homeless population. While White residents represent the largest proportion of Santa Clara County residents experiencing homelessness, making up just under 44 percent of the homeless population, Black or African American and American Indian or Alaska Native residents are overrepresented – accounting for 18.8 and 8.1 percent of the homeless population while only making up 2.5 and 0.5 percent of the overall population of the county respectively.

Los Altos is part of the Santa Clara County Continuum of Care (CoC) in the Office of Supportive Housing, which is a regional planning body funded by HUD that coordinates housing and services funding across its partner jurisdictions.

F.2.7 Other Relevant Factors

Rates of Homeownership by Race and Ethnicity

The home ownership rate is about 81 percent in Los Altos compared to about 56 percent for Santa Clara County. The 2019 ACS data for percentages of occupied housing units by race is presented in Table F-10.

Not all racial and ethnic groups in Los Altos have a similar likelihood of owning a home. The rates of home ownership are lower than renting for Blacks, American Indians, residents of two or more races, and Latinos according to the ACS data. The ownership rate is similar to renting for other ethnic groups. Racial and ethnic groups that have much lower rates of homeownership are more at risk of being displaced due to rising rental prices.

Table F-10: Housing Tenure by Race/Ethnicity in Los Altos (2019)

Los Altos	Renter Occupied Units		Owner Occupied Units		Total Occupied Units
	Number	% of Total	Number	% of Total	
White alone, not Latino	1,254	62.0%	5,649	65.5%	7,166
Black or African American alone	31	1.5%	9	0.1%	40
American Indian and Alaska Native alone	7	0.3%	0	0.0%	7
Asian alone	496	24.5%	2,615	30.3%	3,111
Native Hawaiian/Other Pacific Islander alone	0	0.0%	0	0.0%	0
Some other race alone	10	0.5%	61	0.7%	71
Two or more races	103	5.1%	154	1.8%	257
Hispanic or Latino origin	149	7.4%	185	2.1%	334
TOTAL	2,050	19%	8,673	79%	10,986

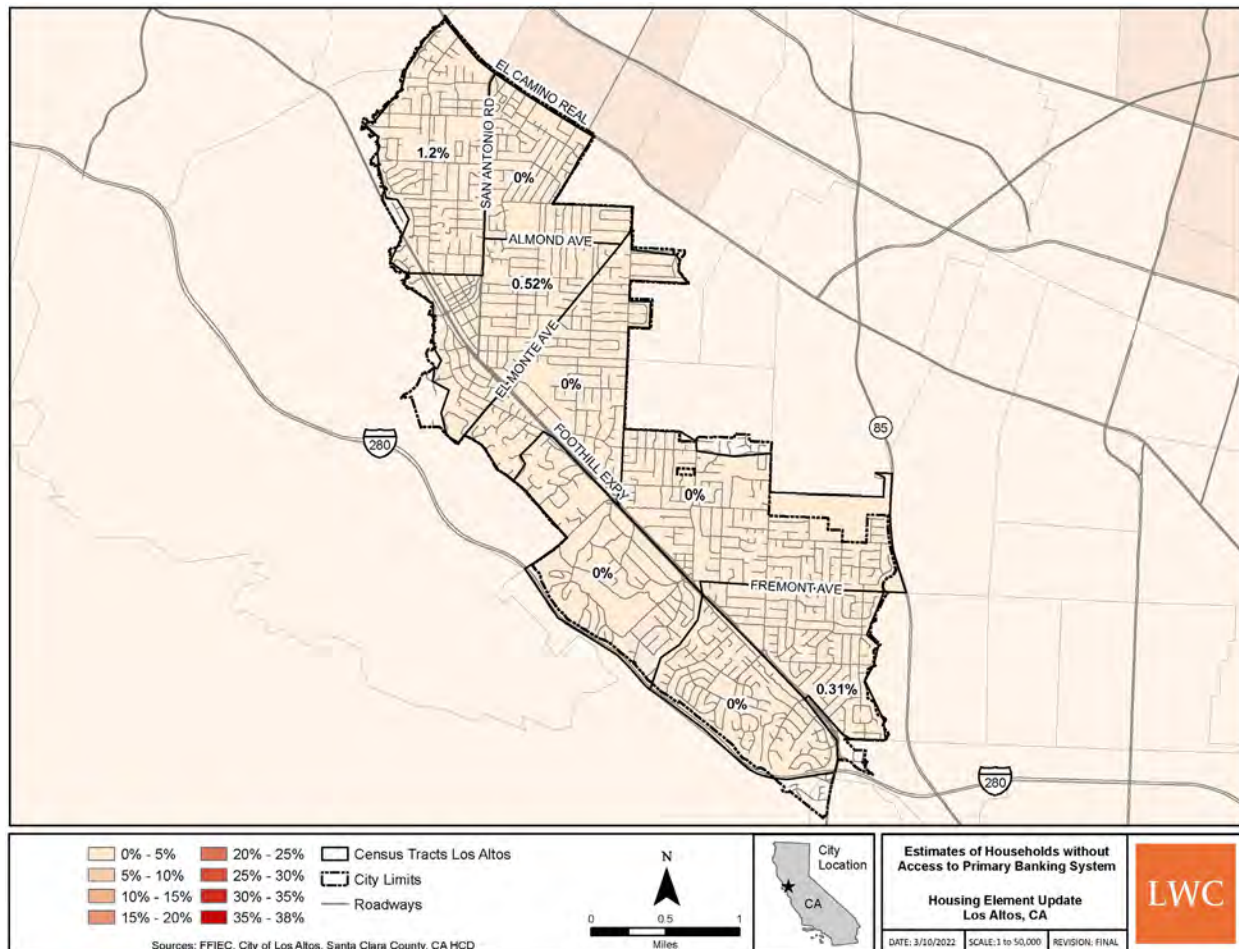
Source: ACS 2019 5-Year Estimates, Table S2502

One obstacle to home ownership is lack of access to the first tier of the financial system to obtain banking services and loans. The Federal Financial Institutions Examination Council's (FFIEC) provides the Community Reinvestment Act (CRA) July 2021 census tract spatial data known as CRAMap 2021 (www.ffiec.gov/cra). Included in the CRAMap 2021 spatial data is the Unbanked index (developed by RPM Consulting) which provides an estimate of households lacking access

to the primary banking system. This index estimates the likelihood of a household will lack both a savings and checking account with a bank, thrift, or credit union.

Figure F-24 presents estimates for the percentages of households that lack access to banking and credit from the CRAMap 2021 Unbanked index. Identifying areas with relatively higher levels of residents without access to the primary banking system can facilitate the process of providing them first-tier financial services. This may aid lower income residents in avoiding a dependency on second-tier services, particularly predatory lenders. Estimates for the percentages of households without access to primary banking and credit is very low across the city.

Figure F-24: Percentage of Households without Access to Banking or Credit



Source: FFIEC CRAMap 2021 Spatial Data

F.2.8 Summary of Fair Housing Issues

Access to opportunity in Los Altos is approximately evenly distributed across the city as evidenced by the relatively consistent TCAC scores citywide. However, the northwest area of the city, including Downtown, meets the criteria to be considered a Racially or Ethnically Concentrated Areas of Affluence (RCAA), evidence that some non-white residents may experience different

economic conditions than white residents. Black, American Indians, and residents of two or more races are more like to experience poverty and are less likely to own their home than other racial groups.

A citywide fair housing issue is overpayment by renters and homeowners, although homeowners are more cost burdened than renters. Almost 23 percent of renters (457 households) are cost burdened, compared to 28 percent of homeowners (2,416 households). The city also contains high to very high Location Affordability Index rates.

The primary fair housing issue in Los Altos is disproportionate housing needs because it is likely to affect the most residents and protected classes. The contributing factor to this primary issue is land use and zoning laws either limiting where multi-family housing can be built or procedures resulting in a protracted entitlement effort. This contributing factor is evident due to the high levels of overpayment by homeowners and renters within both higher and lower income households. The data indicates that higher and lower income households, encompassing various household sizes and characteristics, may choose more affordable housing if available.

The second fair housing issue is also disproportionate housing needs due to the contributing factor of a lack available affordable units in a range of sizes. A combination of very high Location Affordability Index rates and high levels of overpayment indicate the need for more affordable housing, which could be provided through smaller unit sizes and a mix of housing types. The number of cost-burdened households indicates that many residents are struggling to afford housing costs which can lead to increased homelessness rates for at-risk populations.

The third fair housing issue is segregation and integration because of community opposition to building more affordable housing in the city. This is evident in the development review process, which requires multiple review bodies and meetings (often with City Council approval) and cumbersome requirements (e.g., installation of story poles). Public comments expressed that the City's review process, ranging from accessory dwelling units to large projects, is a challenge to building housing in Los Altos.

The fourth fair housing issue is also segregation and integration due to the contributing factor of limited options for affordable housing, as clearly demonstrated by public comments throughout the Housing Element process. Comments identified that the availability of affordable housing is a critical issue, and housing affordable to low and moderate-income households, families, essential workers, and seniors is needed. New residential development throughout Los Altos would provide housing in high and highest resources areas, as well as in Racially or Ethnically Concentrated Areas of Affluence (RCAA). The RCAAs in Los Altos include Downtown, San Antonio Road, and the west portion of El Camino Real, where various housing sites are located.

Section F.3 Sites Inventory

AB 686 requires a jurisdiction's site inventory to be consistent with its duty to affirmatively further fair housing. This section evaluates the city's site inventory locations against various measures in the Assessment of Fair Housing that includes income level, racially and ethnically concentrated areas of poverty, access to opportunity, and environmental risk to determine any socio-economic patterns or implications.

F.3.1 Potential Effects on Patterns of Segregation

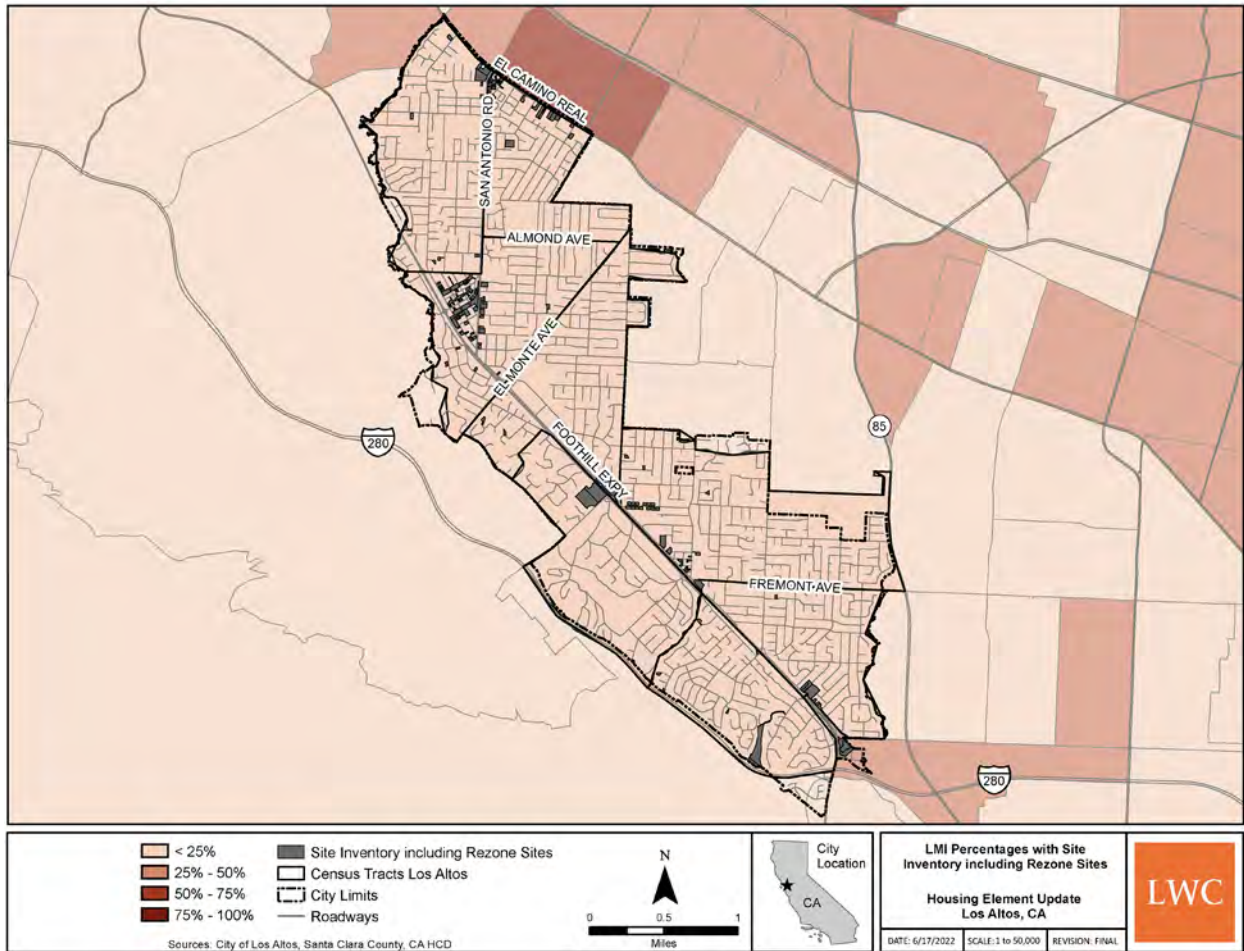
A comparison of a jurisdiction's site inventory against its LMI households and R/ECAP area can reveal if the city's accommodation of housing is exacerbating or ameliorating segregation and social inequity. Figure F-25 shows the locations of Los Altos' sites inventory relative to LMI concentrations, and Figure F-26 shows the distribution of sites area relative to the area of LMI concentrations.

The city contains two LMI percentage quartiles, less than 25 percent and 25 to 50 percent.

The city's lowest LMI percentage category of less than 25 percent covers almost all of the city. The amount city area within this area is 100 percent when rounded to the nearest whole percentage, and about 95 percent of the sites inventory area is in this category.

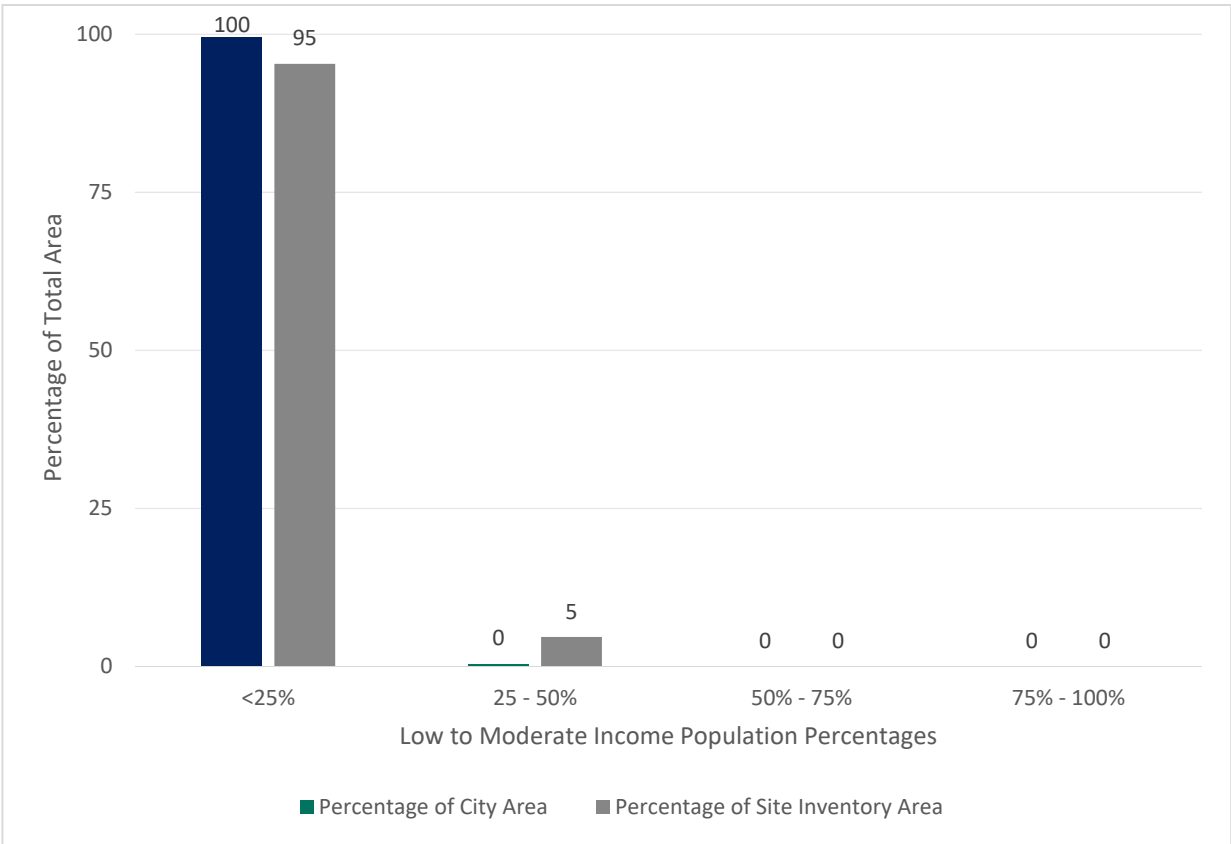
The other LMI category (25 to 50 percent) covers less than one percent of city area and is in the very southern portion of the city. This LMI category contains five percent of site inventory area.

Figure F-25: Site Inventory including Rezone Sites and LMI Households



Source: HCD AFFH Spatial Data and LWC

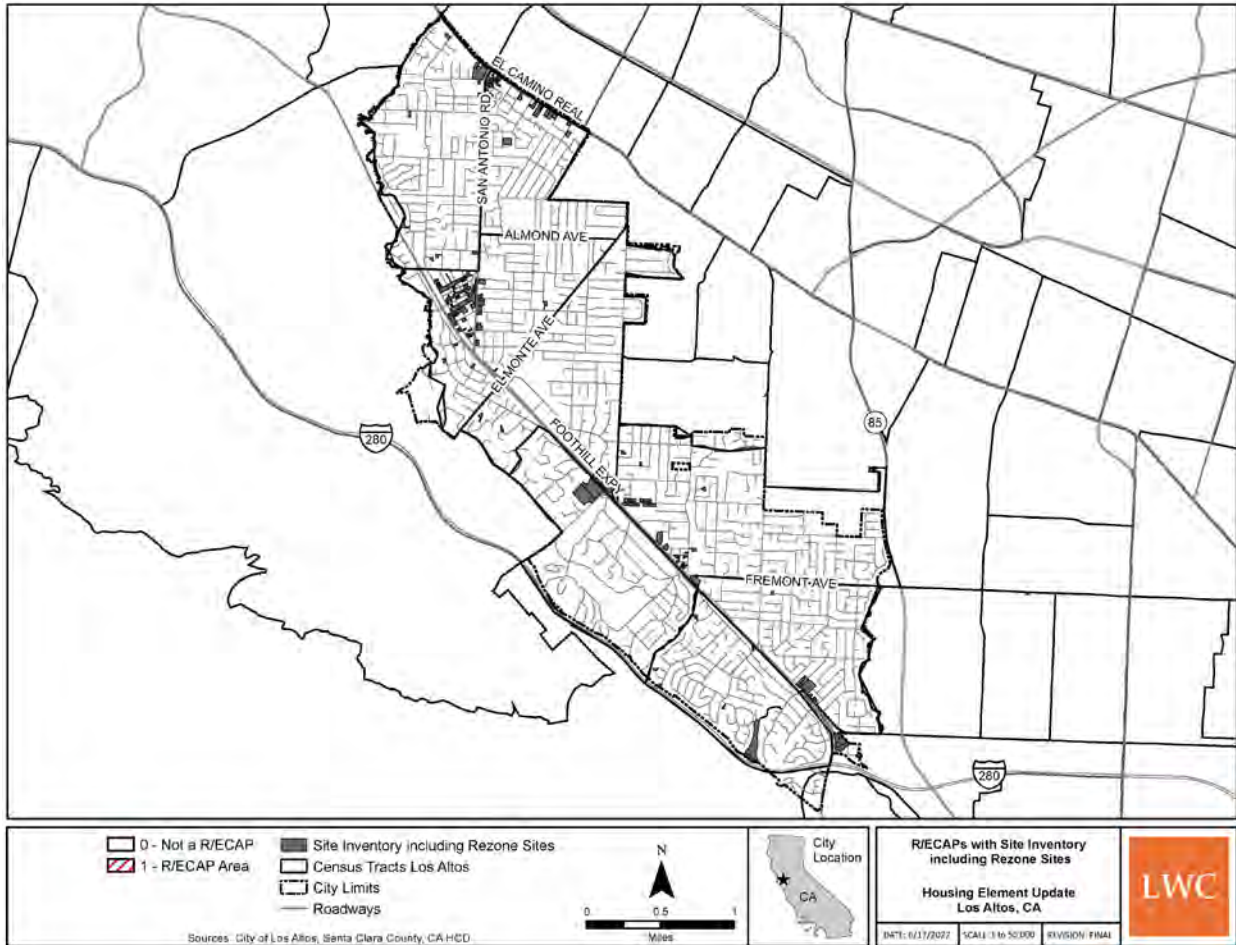
Figure F-26: Distribution of Site Inventory including Rezone Sites across LMI Population Percentages



Source: HCD AFFH Spatial Data and LWC

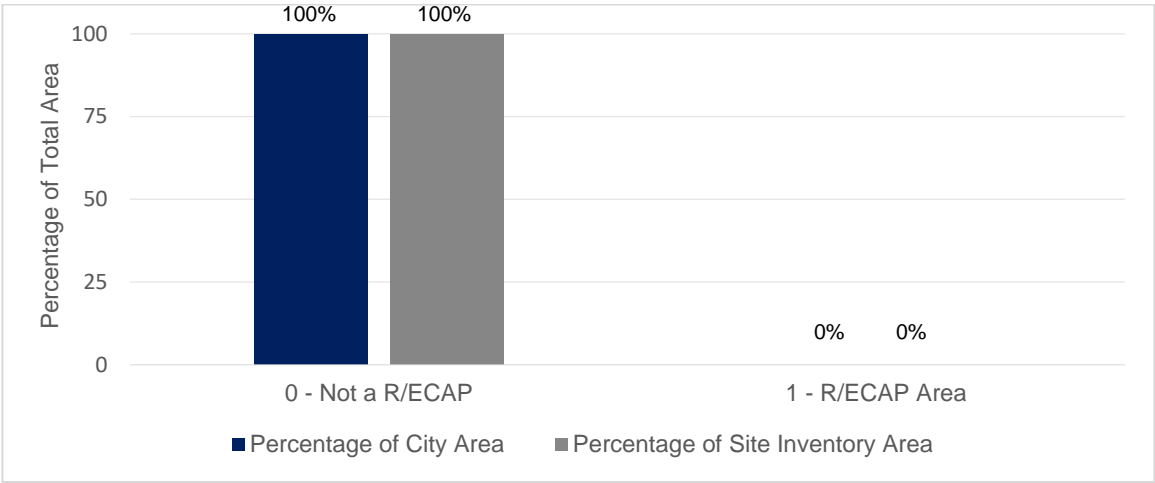
Figures F-27 and F-28 show the site inventory area associated with R/ECAPs. As previously noted, Los Altos does not have any R/ECAPs within its boundaries. The amount of city and site inventory areas not within a R/ECAP is therefore 100 percent.

Figure F-27: Site Inventory including Rezone Sites and R/ECAPs



Source: HCD AFFH Spatial Data and LWC

Figure F-28: Distribution of Site Inventory including Rezone Sites across R/ECAP

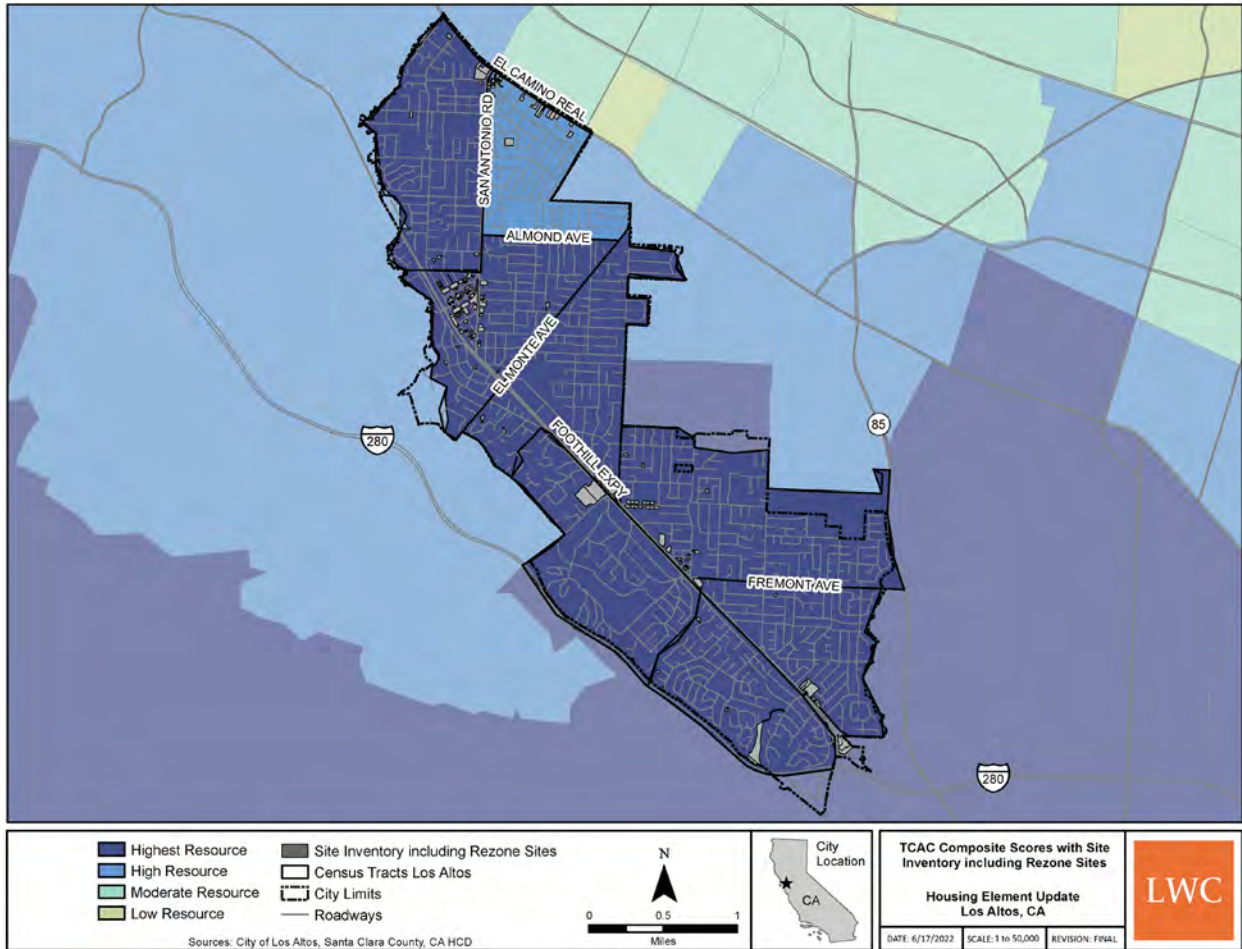


Source: HCD AFFH Spatial Data and LWC

F.3.2 Potential Effects on Access to Opportunity

Figure F-29 shows sites inventory locations across the city’s TCAC Opportunity Areas. As mentioned earlier, the city is categorized as either highest or high resource areas based on the TCAC Composite Score. These areas have been scored based on very good access to high quality schools, economic opportunities, and low environmental risk.

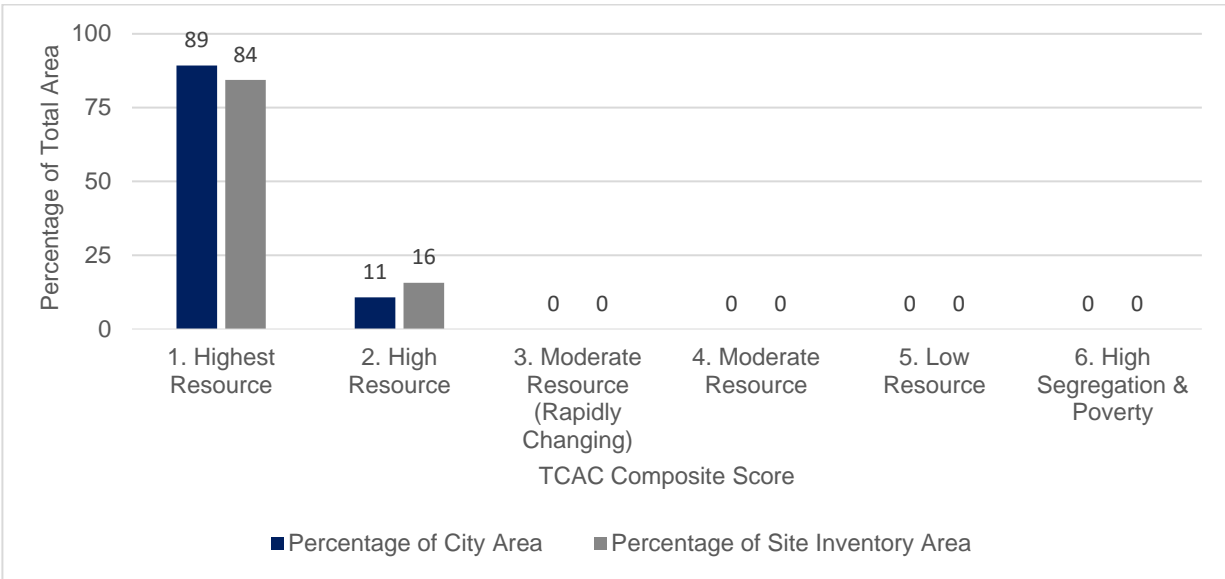
Figure F-29: Site Inventory including Rezone Sites and TCAC Composite Scores



Source: HCD AFFH Spatial Data and LWC

Figure F-30 shows the distribution of Los Altos sites across the TCAC Opportunity Area Composite Score categories. The city is comprised of two categories: highest resource (89 percent of the city) and high resource (11 percent of the city). The sites inventory area distribution is aligned with the city's Opportunity Areas. In this respect, the sites inventory is considered to mitigate fair housing concerns regarding access to opportunity because housing development potential in the city is equitably located in high resource neighborhoods overall.

Figure F-30: Distribution of Site Inventory including Rezone Sites across TCAC Opportunity Areas

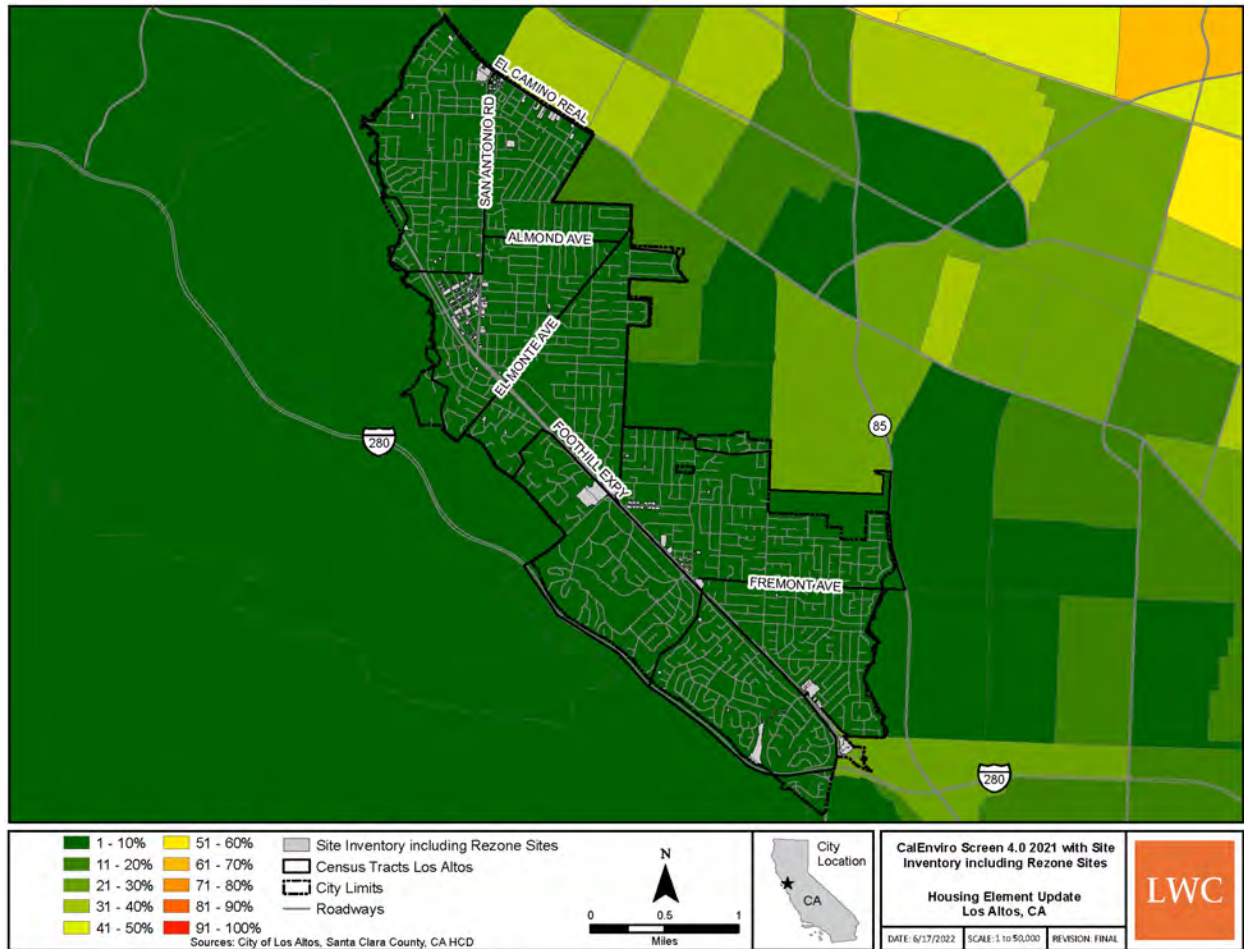


Source: HCD AFFH Spatial Data and LWC

Figure F-31 shows the sites inventory across the city’s CalEnviroScreen scores. The city contains two CalEnviroScreen scores ranging from the lowest one to 10 percent (first decile, lowest risk) and 21 to 30 percent (third decile, lower risk).

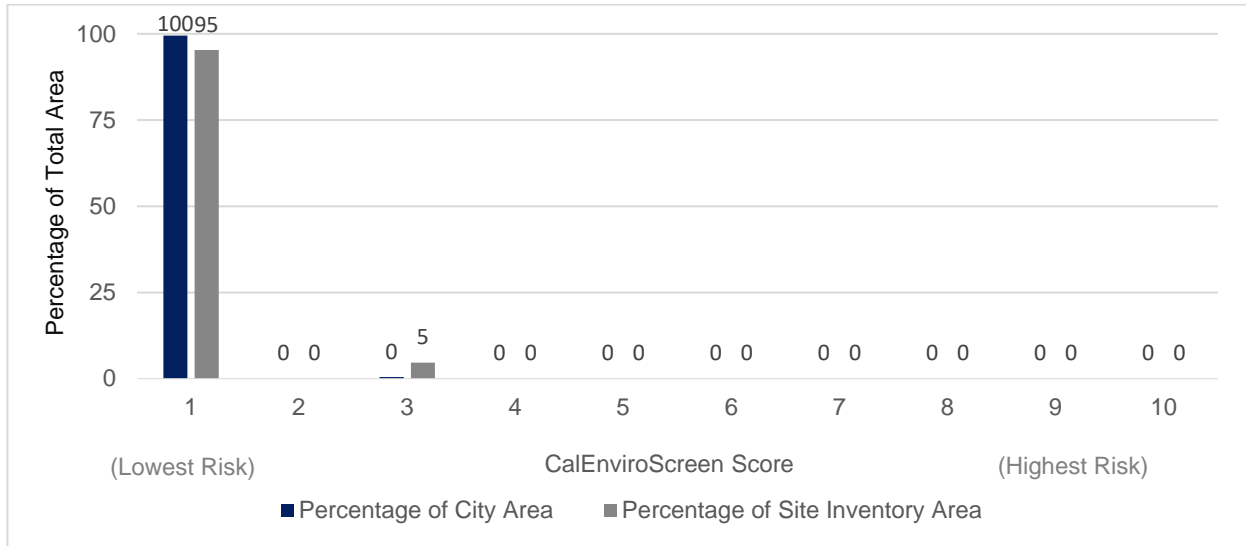
Figure F-27 shows the distribution of sites across the range of CalEnviroScreen scores presented as deciles in Los Altos. The city contains two decile scores: 1 and 3. The highest environmental risk to residents (score three) accounts for less than one percent of city area and makes up five percent of the sites inventory area.

Figure F-31: Site Inventory including Rezone Sites and CalEnviroScreen Scores



Source: HCD AFFH Spatial Data and LWC

Figure F-32: Distribution of Site Inventory including Rezone Sites across CalEnviroScreen Scores



Source: HCD AFFH Spatial Data and LWC

Note: CalEnviroScreen Score 3 represents less than 1% of total area within the city; therefore, is rounded to 0.

Section F.4 Contributing Factors and Meaningful Actions

Table F-11 lists the most prevalent fair housing issues and their corresponding contributing factors for the City of Los Altos, as prioritized through the findings from the City’s outreach efforts and the above assessment, as outlined in Section F.2.8.

Table F-11: Contributing Factors

Priority	Contributing Factor	Fair Housing Issue
1	Land use and zoning laws	Disproportionate Housing Needs
2	Availability of affordable units in a range of sizes	Disproportionate Housing Needs
3	Community opposition	Segregation and Integration
4	Location and type of affordable housing	Segregation and Integration

Table F-12 consists of proposed housing programs the City will pursue to specifically overcome identified patterns and trends from the above assessment and proactively affirmatively further fair housing in Los Altos. The programs are detailed metrics and milestones in Section IV of the Housing Element.

Table F-12: Meaningful Actions

Contributing Factor	AFFH Strategy	Housing Implementation Programs
Land use and zoning laws	New housing choices and affordability in areas of opportunity	1.A: Rezone for RHNA shortfall 1.C: Allow housing in the Office Administrative (OA) District 1.E: Update the Loyola Corners Specific Plan
Availability of affordable units in a range of sizes	New housing choices and affordability in areas of opportunity	1.B: Facilitate higher density housing in the Commercial Thoroughfare (CT) District 1.H Facilitate housing on City-owned sites 2.D: Encourage and streamline Accessory Dwelling Units (ADUs) 6.A: Assist residents with housing discrimination and landlord-tenant complaints
Community opposition	New housing choices and affordability in areas of opportunity	2.A: Continue to implement and enhance inclusionary housing requirements 3.F: Reduce Conditional Use Permit requirement for residential mixed-use and multi-family 3.H: Amend design review process and requirements
Location and type of affordable housing	New housing choices and affordability in areas of opportunity	1.D: Allow housing on certain Public and Community Facility District sites and facilitate housing on religious institution properties 6.B: Maintain and expand an inventory of affordable housing funding sources 6.C: Target housing development in highest resource areas 6.F: Affirmatively market physically accessible units
	Protect existing residents from displacement	5.A: Monitor condominium conversions 6.E: Prepare and distribute anti-displacement information
	Housing mobility strategies	4.J: Facilitate alternate modes of transportation for residents 5.B: Continue to work with Alta Housing to administer the City's affordable housing programs 6.D: Promote Housing Choice (Section 8) rental assistance program

Attachment: AFFH Segregation Report, Los Altos

AFFH SEGREGATION REPORT: LOS ALTOS

UC Merced Urban Policy Lab and ABAG/MTC Staff

Version of Record: March 06, 15:57:45



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1 INTRODUCTION

The requirement to Affirmatively Further Fair Housing (AFFH) is derived from The Fair Housing Act of 1968, which prohibited discrimination concerning the sale, rental, and financing of housing based on race, color, religion, national origin, or sex—and was later amended to include familial status and disability.¹ The 2015 U.S. Department of Housing and Urban Development (HUD) Rule to Affirmatively Further Fair Housing and California Assembly Bill 686 (2018) mandate that each jurisdiction takes meaningful action to address significant disparities in housing needs and access to opportunity.²³ AB 686 requires that jurisdictions incorporate AFFH into their Housing Elements, which includes inclusive community participation, an assessment of fair housing, a site inventory reflective of AFFH, and the development of goals, policies, and programs to meaningfully address local fair housing issues. ABAG and UC Merced have prepared this report to assist Bay Area jurisdictions with the Assessment of Fair Housing section of the Housing Element.

Assessment of Fair Housing Components

The Assessment of Fair Housing includes five components, which are discussed in detail on pages 22-43 of [HCD's AFFH Guidance Memo](#):

- A: Summary of fair housing enforcement and outreach capacity
- B: Integration and segregation patterns, and trends related to people with protected characteristics
- C: Racially or ethnically concentrated areas of poverty
- D: Disparities in access to opportunity
- E: Disproportionate housing needs, including displacement risk

1.1 Purpose of this Report

This report describes racial and income segregation in Bay Area jurisdictions. Local jurisdiction staff can use the information in this report to help fulfill a portion of the second component of the Assessment of Fair Housing, which requires analysis of integration and segregation patterns and trends related to people with protected characteristics and lower incomes. Jurisdictions will still need to perform a similar analysis for familial status and populations with disability.

This report provides segregation measures for both the local jurisdiction and the region using several indices. For segregation between neighborhoods within a city (intra-city segregation), this report **includes isolation indices, dissimilarity indices, and Theil's-H index**. The isolation index measures

¹ <https://www.justice.gov/crt/fair-housing-act-2>
² HCD AFFH Guidance Memo
³ The 2015 HUD rule was reversed in 2020 and partially reinstated in 2021.

segregation for a single group, while the dissimilarity index measures segregation between two groups. **The Theil’s H-Index** can be used to measure segregation between all racial or income groups across the **city at once**. **HCD’s AFFH guidelines require local jurisdictions to include isolation indices and dissimilarity indices** in the Housing Element. **Theil’s H index is provided in addition to these required measures**. For segregation between cities within the Bay Area (inter-city segregation), this report **includes dissimilarity indices at the regional level as required by HCD’s AFFH guidelines**. HCD’s AFFH guidelines also require jurisdictions to compare conditions at the local level to the rest of the region; and this report presents the difference in the racial and income composition of a jurisdiction relative to the region as a whole to satisfy the comparison requirement.

1.2 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. 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.

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.

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 (Trounstein 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).

1.3 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.**⁴ 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.

1.4 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).⁵ ABAG/MTC plans to issue a separate report detailing the existing land use policies that influence segregation patterns in the Bay Area.

⁴ For more information, see <https://belonging.berkeley.edu/most-segregated-cities-bay-area-2020>.

⁵ 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.

Definition of Terms - Geographies

Neighborhood: In this report, “neighborhoods” are approximated by tracts.⁶ Tracts are statistical geographic units defined by the U.S. Census Bureau for the purposes of disseminating data. In the Bay Area, tracts contain on average 4,500 residents. Nearly all Bay Area jurisdictions contain at least two census tracts, with larger jurisdictions containing dozens of tracts.

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.

⁶ Throughout this report, neighborhood level segregation measures are calculated using census tract data. However, the racial dot maps in Figure 1 and Figure 5 use data from census blocks, while the income group dot maps in Figure 8 and Figure 12 use data from census block groups. These maps use data derived from a smaller geographic scale to better show spatial differences in where different groups live. Census block groups are subdivisions of census tracts, and census blocks are subdivisions of block groups. In the Bay Area, block groups contain on average 1,500 people, while census blocks contain on average 95 people.

2 RACIAL SEGREGATION IN CITY OF LOS ALTOS

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.⁷ 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 race⁸

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”)⁹

2.1 Neighborhood Level Racial Segregation (*within* City of Los Altos)

Racial dot maps are useful for visualizing how multiple racial groups are distributed within a specific geography. The racial dot map of Los Altos in Figure 1 below offers a visual representation of the spatial distribution of racial groups within the jurisdiction. 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.

⁷ More information about the Census Bureau’s definitions of racial groups is available here: <https://www.census.gov/topics/population/race/about.html>.

⁸ 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.

⁹ 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.

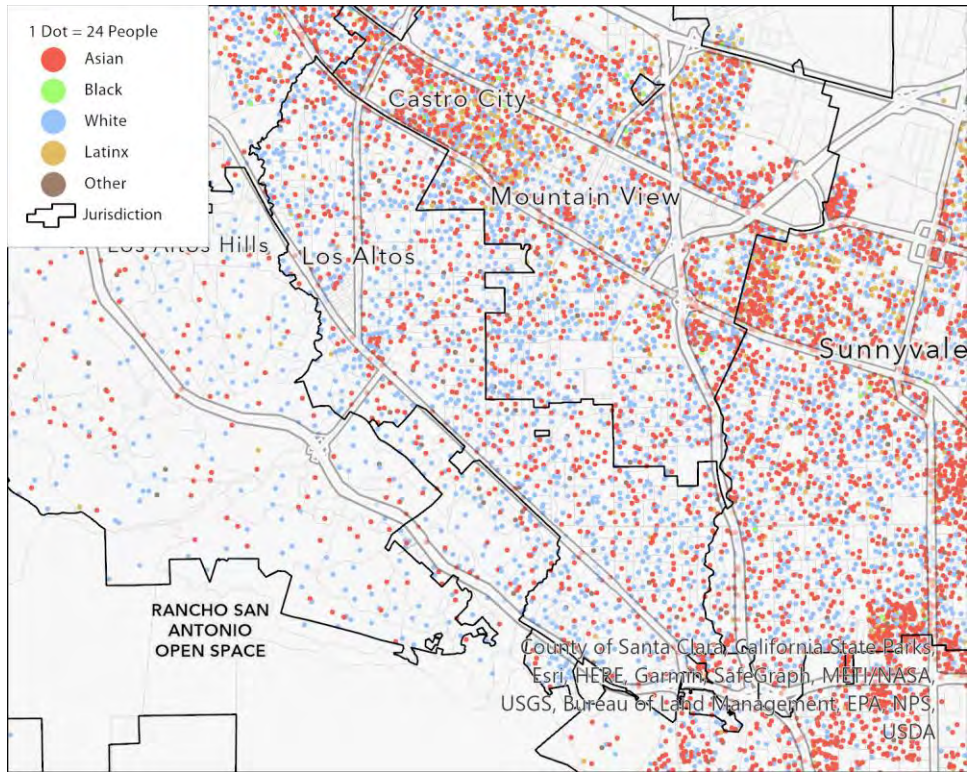


Figure 1: Racial Dot Map of Los Altos (2020)

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 City of Los Altos 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 City of Los Altos the **most isolated racial group is white residents. Los Altos’s isolation index of 0.530 for white residents** means that the average white resident lives in a neighborhood that is 53.0% 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 Los Altos 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 2020.¹⁰ 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 0.491, meaning that in the average Bay Area jurisdiction a white resident lives in a neighborhood that is 49.1% white.

Table 1: Racial Isolation Index Values for Segregation within Los Altos

Race	Los Altos			Bay Area Average
	2000	2010	2020	2020
Asian/Pacific Islander	0.167	0.247	0.358	0.245
Black/African American	0.005	0.005	0.008	0.053
Latinx	0.034	0.042	0.053	0.251
White	0.784	0.682	0.530	0.491

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 2 below shows how racial isolation index values in Los Altos compare to values in other 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 isolation index values among Bay Area jurisdictions. Additionally, the black line within each racial group notes the isolation index value for that group in City of Los Altos, and each dashed red line represents the Bay Area average for the isolation index for that group. Local staff can use this chart to contextualize how segregation levels for racial groups in their jurisdiction compare to other jurisdictions in the region.

¹⁰ This average only includes the 104 jurisdictions that have more than one census tract, which is true for all comparisons of Bay Area jurisdictions’ segregation measures in this report. The segregation measures in this report are calculated by comparing the demographics of a jurisdiction’s census tracts to the jurisdiction’s demographics, and such calculations cannot be made for the five jurisdictions with only one census tract (Brisbane, Calistoga, Portola Valley, Rio Vista, and Yountville).

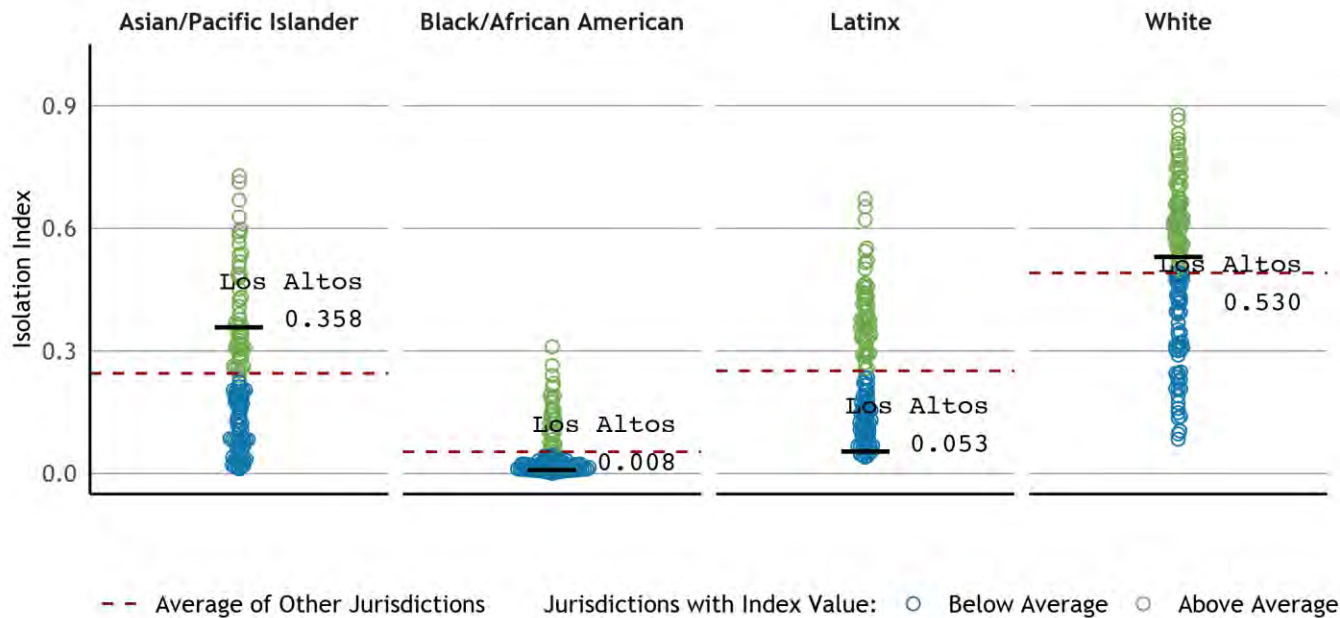


Figure 2: Racial Isolation Index Values for Los Altos Compared to Other Bay Area Jurisdictions (2020)

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 one 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 4), 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 City of Los Altos, the Latinx group is 4.9 percent of the population, and the Black/African American group is 0.6 percent of the population - so staff should be aware of this small population size when evaluating dissimilarity index values involving these groups.

Table 2 below provides the dissimilarity index values indicating the level of segregation in Los Altos 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 all dissimilarity index values are shown across three time periods (2000, 2010, and 2020).

In Los Altos the highest segregation is between Black and white residents (see Table 2). **Los Altos's** Black /white dissimilarity index of 0.124 means that 12.4% of Black (or white) residents would need to move to a different neighborhood to create perfect integration between Black residents and white residents. However, local jurisdiction staff should note that this dissimilarity index value is not a reliable data point due to small population size. See callout box above for more information.

The **"Bay Area Average"** column in this table provides 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 0.207, so on average 20.7% of Latinx (or white residents) in a Bay Area jurisdiction would need to move to a different neighborhood within the jurisdiction to create perfect integration between Latinx and white residents in that jurisdiction.

Table 2: Racial Dissimilarity Index Values for Segregation within Los Altos

Race	Los Altos			Bay Area Average
	2000	2010	2020	2020
Asian/Pacific Islander vs. White	0.126	0.086	0.068	0.185
Black/African American vs. White	0.177*	0.144*	0.124*	0.244
Latinx vs. White	0.138*	0.120*	0.089*	0.207
People of Color vs. White	0.113	0.080	0.064	0.168

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.

Figure 3 below shows how dissimilarity index values in City of Los Altos compare to values in other Bay Area jurisdictions. In this chart, each dot represents a Bay Area jurisdiction. For each racial group pairing, the spread of dots represents the range of dissimilarity index values among Bay Area jurisdictions. Additionally, the black line within each racial group pairing notes the dissimilarity index value in Los Altos, and each dashed red line represents the Bay Area average for the dissimilarity index for that pairing. Similar to Figure 2, local staff can use this chart to contextualize how segregation levels between white residents and communities of color in their jurisdiction compare to the rest of the region. However, staff should be mindful of whether a racial group in their jurisdiction has a small population (approximately less than 5% of the jurisdiction’s population), as the dissimilarity index value is less reliable for small populations.

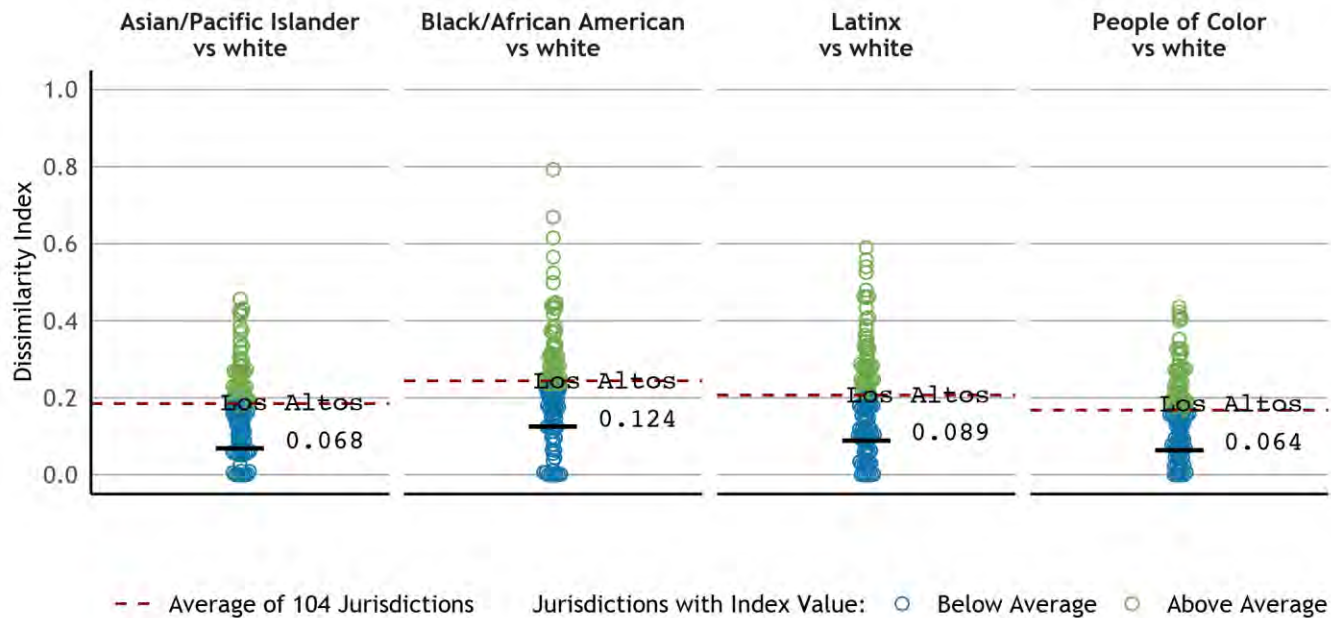


Figure 3: Racial Dissimilarity Index Values for Los Altos Compared to Other Bay Area Jurisdictions (2020)

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.

Note: 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. ABAG/MTC recommends that when cities have population groups that are less than 5% of the jurisdiction’s population (see Table 4), jurisdiction staff could focus on the isolation index or Thiel’s H-Index to gain a more accurate understanding of neighborhood-level racial segregation in their jurisdiction.

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 Los Altos 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 Los Altos 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 Los Altos

was lower than the average value for Bay Area jurisdictions, indicating that neighborhood level racial segregation in Los Altos is less than in the average Bay Area city.

Table 3: Theil’s H Index Values for Racial Segregation within Los Altos

Index	Los Altos			Bay Area Average
	2000	2010	2020	2020
Theil's H Multi-racial	0.012	0.009	0.006	0.042

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 4 below shows how Theil’s H index values for racial segregation in Los Altos compare to values in other Bay Area jurisdictions in 2020. In this chart, each dot represents a Bay Area jurisdiction. Additionally, the black line notes the Theil’s H index value for neighborhood racial segregation in Los Altos, and the dashed red line represents the average Theil’s H index value across Bay Area jurisdictions. Local staff can use this chart to compare how neighborhood racial segregation levels in their jurisdiction compare to other jurisdictions in the region.

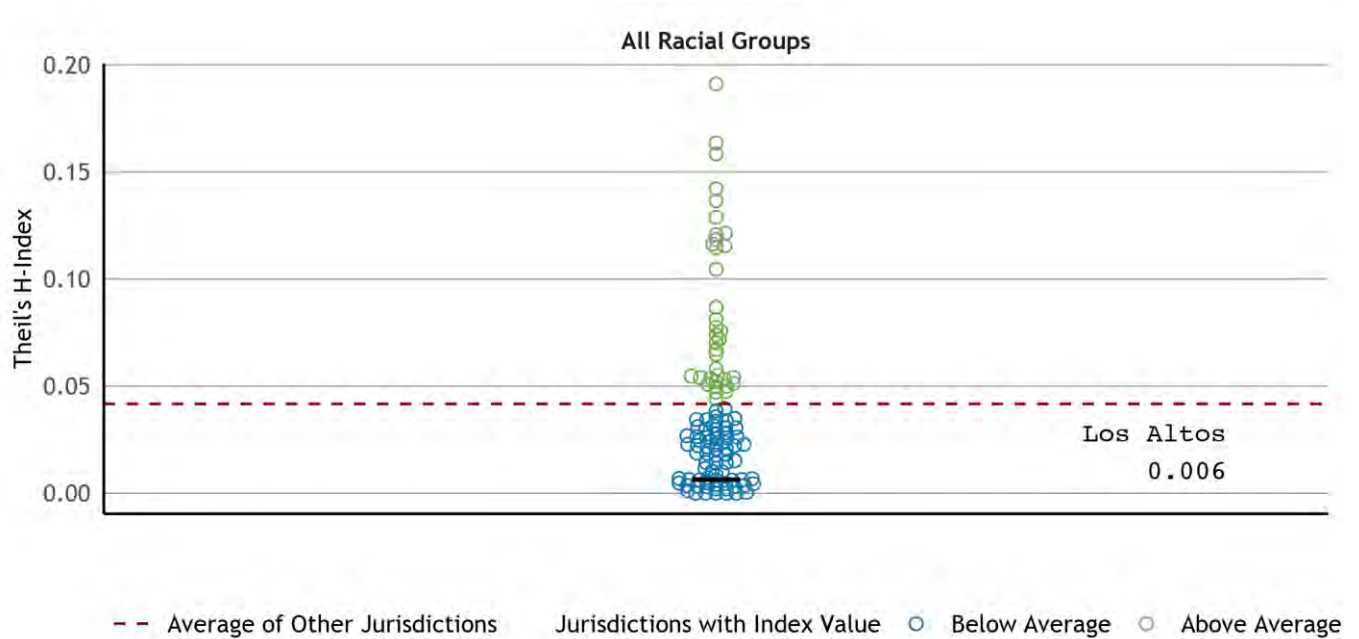


Figure 4: Theil’s H Index Values for Racial Segregation in Los Altos Compared to Other Bay Area Jurisdictions (2020)

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.

2.2 Regional Racial Segregation (between Los Altos 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 5 below presents a racial dot map showing the spatial distribution of racial groups in Los Altos as well as in nearby Bay Area cities.

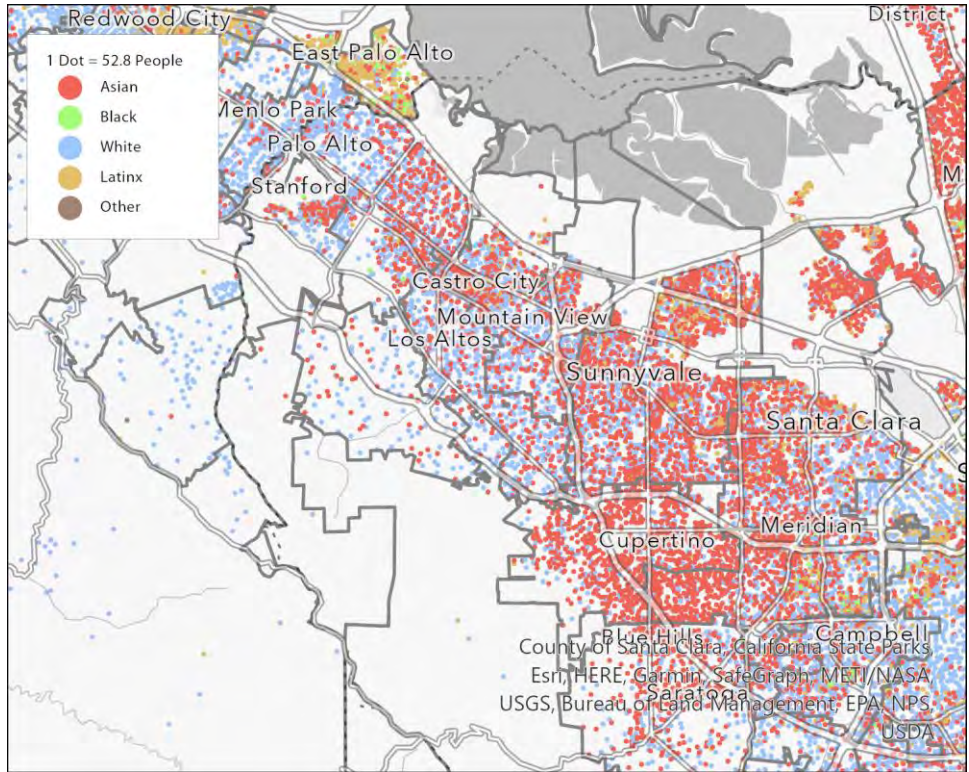


Figure 5: Racial Dot Map of Los Altos and Surrounding Areas (2020)

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 City of Los Altos 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 Los Altos 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, Los Altos has a higher share of white residents than the Bay Area as a whole, a lower share of Latinx residents, a lower share of Black residents, and a higher share of Asian/Pacific Islander residents.

Table 4: Population by Racial Group, Los Altos and the Region

Race	Los Altos			Bay Area
	2000	2010	2020	2020
Asian/Pacific Islander	15.4%	23.6%	35.4%	28.2%
Black/African American	0.5%	0.5%	0.6%	5.6%
Latinx	3.0%	3.9%	4.9%	24.4%
Other or Multiple Races	3.0%	4.2%	6.6%	5.9%
White	78.2%	67.8%	52.6%	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 6 below compares the racial demographics in Los Altos to those of all 109 Bay Area jurisdictions.¹¹ 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 City of Los Altos represented by that group and how that percentage ranks among all 109 jurisdictions. Local staff can use this chart to compare the representation of different racial groups in their jurisdiction to **those groups’ representation in other jurisdictions in the region, which can indicate the extent of segregation between this jurisdiction and the region.**

¹¹ While comparisons of segregation measures are made only using the 104 jurisdictions with more than one census tract, this comparison of jurisdiction level demographic data can be made using all 109 jurisdictions.

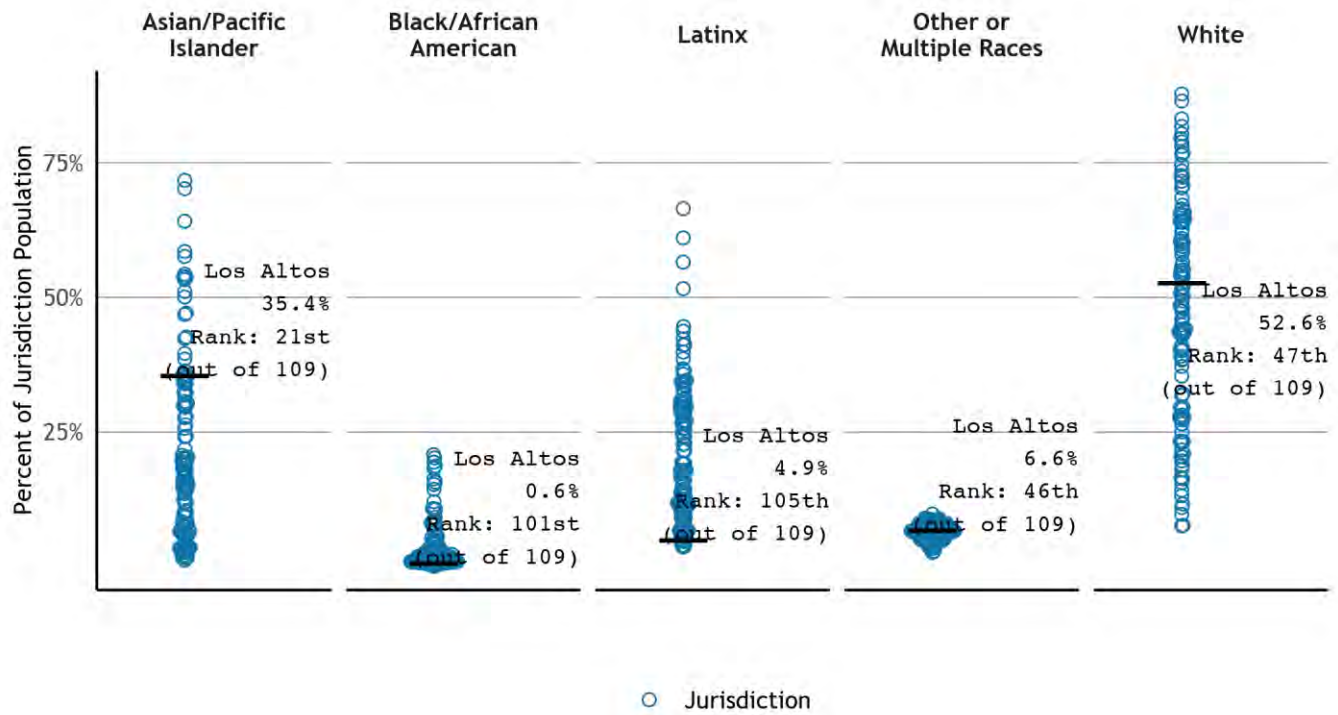


Figure 6: Racial Demographics of Los Altos Compared to All Bay Area Jurisdictions (2020)

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 7 below also illustrates regional racial segregation between Los Altos and other jurisdictions. This map demonstrates how the percentage of people of color in Los Altos 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.

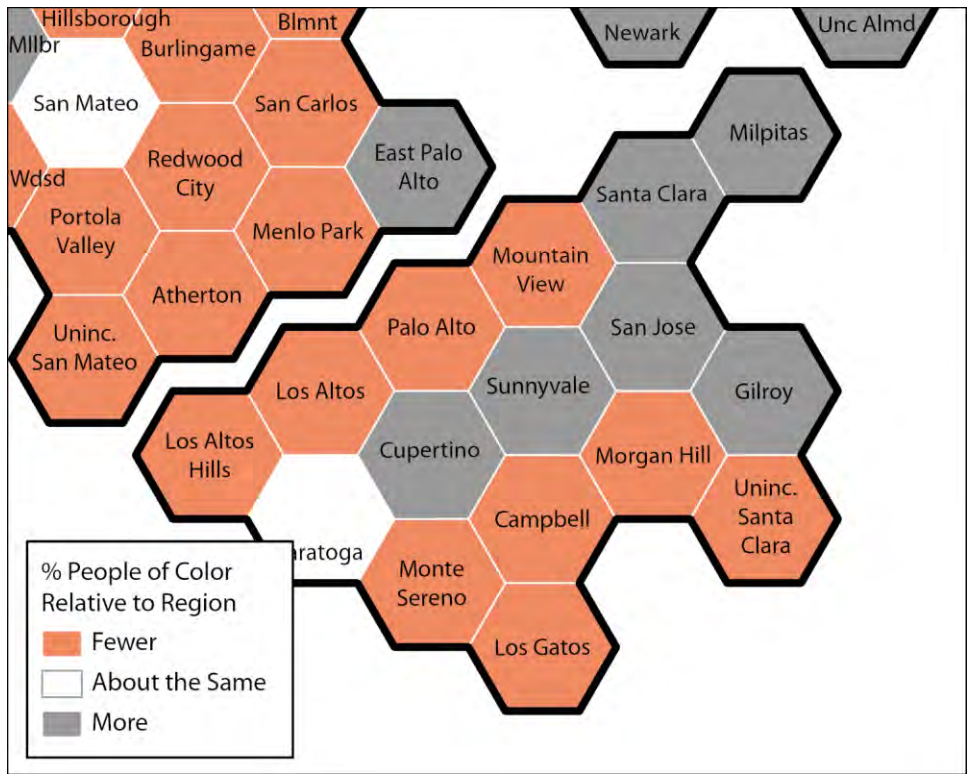


Figure 7: Comparing the Share of People of Color in Los Altos and Vicinity to the Bay Area (2020)

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.**¹² **The regional value for the Theil’s H index measures how**

¹² For more information on HCD’s recommendations regarding data considerations for analyzing integration and segregation patterns, see page 31 of the AFFH Guidance Memo.

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.

3 INCOME SEGREGATION IN CITY OF LOS ALTOS

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.

3.1 Neighborhood Level Income Segregation (*within* Los Altos)

Income segregation can be measured using similar indices as racial segregation. Income dot maps, similar to the racial dot maps shown in Figures 1 and 5, are useful for visualizing segregation between multiple income groups at the same time. The income dot map of Los Altos in Figure 8 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.

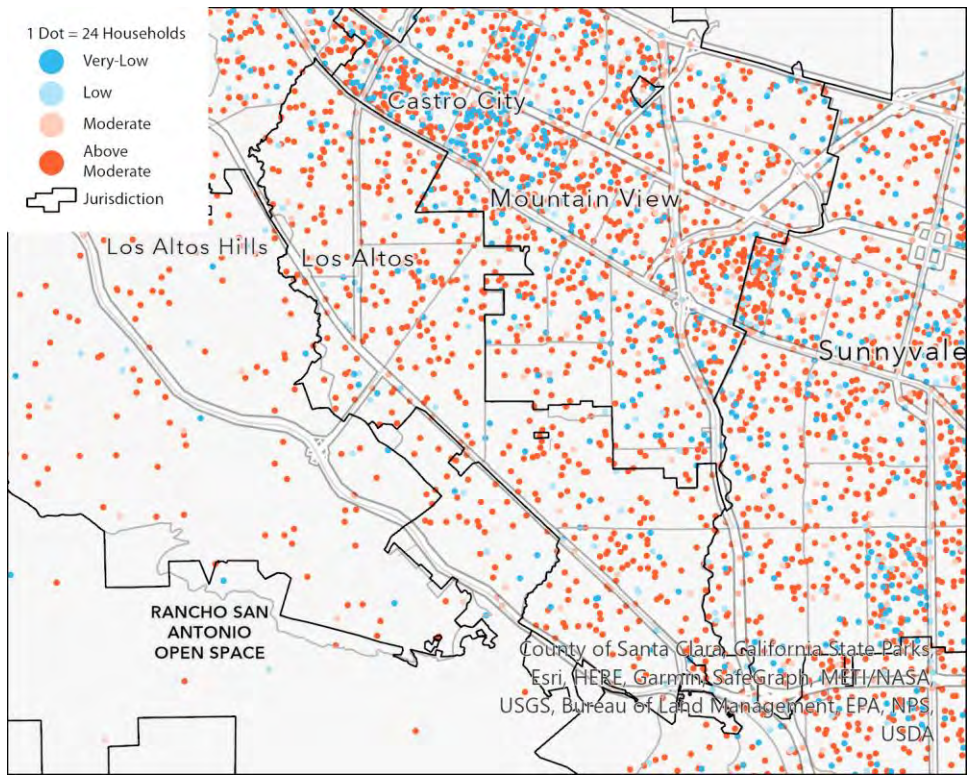


Figure 8: Income Dot Map of Los Altos (2015)

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 City of Los Altos and vicinity. Dots in each block group are randomly placed and should not be construed as actual placement of individuals.

The isolation index values for all income groups in Los Altos for the years 2010 and 2015 can be found in Table 6 below.¹³ Above Moderate-income residents are the most isolated income group in Los Altos. **Los Altos’s isolation index of 0.758 for these residents means that the average Above Moderate-income resident in Los Altos lives in a neighborhood that is 75.8% Above Moderate-income. Among all income groups, the Above Moderate-income population’s isolation index has changed the most over time, becoming less 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 0.269,

¹³ 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](#).

meaning that in the average Bay Area jurisdiction a very low-income resident lives in a neighborhood that is 26.9% very low-income.

Table 6: Income Group Isolation Index Values for Segregation within Los Altos

Income Group	Los Altos		Bay Area Average
	2010	2015	2015
Very Low-Income (<50% AMI)	0.090	0.099	0.269
Low-Income (50%-80% AMI)	0.058	0.053	0.145
Moderate-Income (80%-120% AMI)	0.090	0.109	0.183
Above Moderate-Income (>120% AMI)	0.803	0.758	0.507

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 9 below shows how income group isolation index values in Los Altos 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 Los Altos, and each dashed red line represents the Bay Area average for the isolation index for that group. Local staff can use this chart to contextualize how segregation levels for income groups in their jurisdiction compare to the rest of the region.

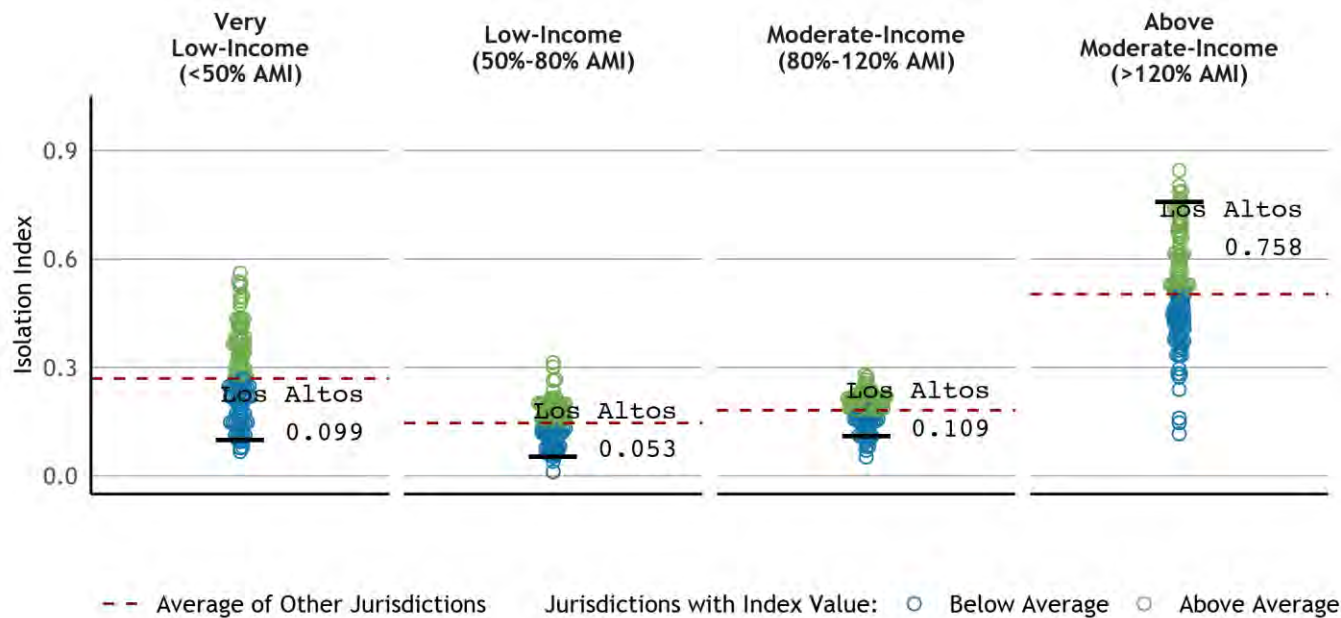


Figure 9: Income Group Isolation Index Values for Los Altos Compared to Other Bay Area Jurisdictions (2015)

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 Los Altos 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.¹⁴ Segregation in Los Altos 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 0.198, so on average 19.8% 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.

¹⁴ For more information, see page 32 of HCD’s AFFH Guidance Memo.

In 2015, the income segregation in Los Altos between lower-income residents and other residents was lower than the average value for Bay Area jurisdictions (See Table 7). This means that the lower-income residents are less segregated from other residents within Los Altos compared to other Jurisdictions in the region.

Table 7: Income Group Dissimilarity Index Values for Segregation within Los Altos

Income Group	Los Altos		Bay Area Average
	2010	2015	2015
Below 80% AMI vs. Above 80% AMI	0.201	0.120	0.198
Below 50% AMI vs. Above 120% AMI	0.187	0.152	0.253

*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 10 below shows how dissimilarity index values for income segregation in Los Altos 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 index values among Bay Area jurisdictions. Additionally, the black line within each income group pairing notes the dissimilarity index value in Los Altos, and each dashed red line represents the Bay Area average for the dissimilarity index for that pairing. Local staff can use this chart to contextualize how segregation levels between lower-income residents and wealthier residents in their jurisdiction compared to the rest of the region.

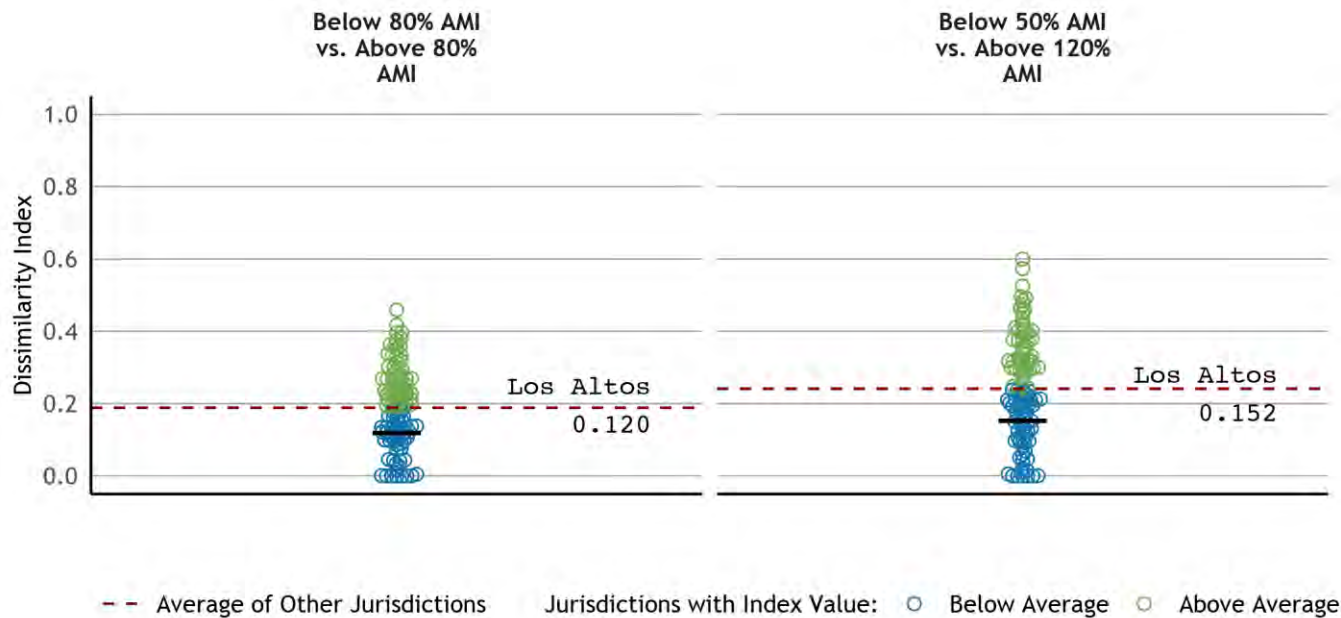


Figure 10: Income Group Dissimilarity Index Values for Los Altos Compared to Other Bay Area Jurisdictions (2015)

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 Los Altos 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 Los Altos was less than it had been in 2010. In 2015, the Theil’s H Index value for income group segregation in Los Altos was lower than the average value for Bay Area jurisdictions, indicating there is less neighborhood level income segregation in Los Altos than in the average Bay Area city.

Table 8: Theil’s H Index Values for Income Segregation within Los Altos

Index	Los Altos		Bay Area Average
	2010	2015	2015
Theil's H Multi-income	0.029	0.012	0.043

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 11 below shows how Theil's H index values for income group segregation in Los Altos 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 Los Altos, and the dashed red line represents the average Theil's H index value across Bay Area jurisdictions. Local staff can use this chart to compare how neighborhood income group segregation levels in their jurisdiction compare to other jurisdictions in the region.



Figure 11: Income Group Theil's H Index Values for Los Altos 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.

3.2 Regional Income Segregation (between Los Altos 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 12 below presents an income dot map showing the spatial distribution of income groups in Los Altos as well as in nearby Bay Area jurisdictions.

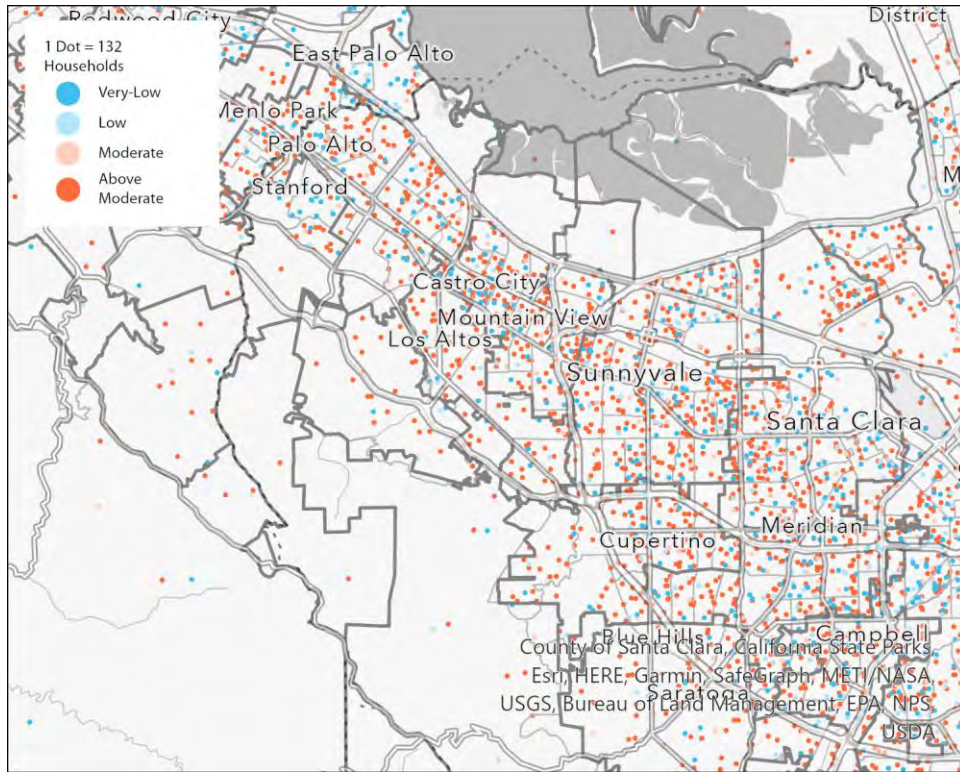


Figure 12: Income Dot Map of Los Altos and Surrounding Areas (2015)

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 City of Los Altos 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 Los Altos differs from the region. The income demographics in Los Altos 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, Los Altos 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, Los Altos and the Region

Income Group	Los Altos		Bay Area
	2010	2015	2015
Very Low-Income (<50% AMI)	7.86%	9.3%	28.7%
Low-Income (50%-80% AMI)	4.4%	4.84%	14.3%
Moderate-Income (80%-120% AMI)	7.96%	10.43%	17.6%
Above Moderate-Income (>120% AMI)	79.78%	75.42%	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 13 below compares the income demographics in Los Altos to other Bay Area jurisdictions.¹⁵ Like the chart in Figure 3, 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 Los Altos population represented by that group and how that percentage ranks among other jurisdictions. Local staff can use this chart to compare the representation of different income groups in their jurisdiction to those groups’ representation in other jurisdictions in the region, which can indicate the extent of segregation between this jurisdiction and the region.

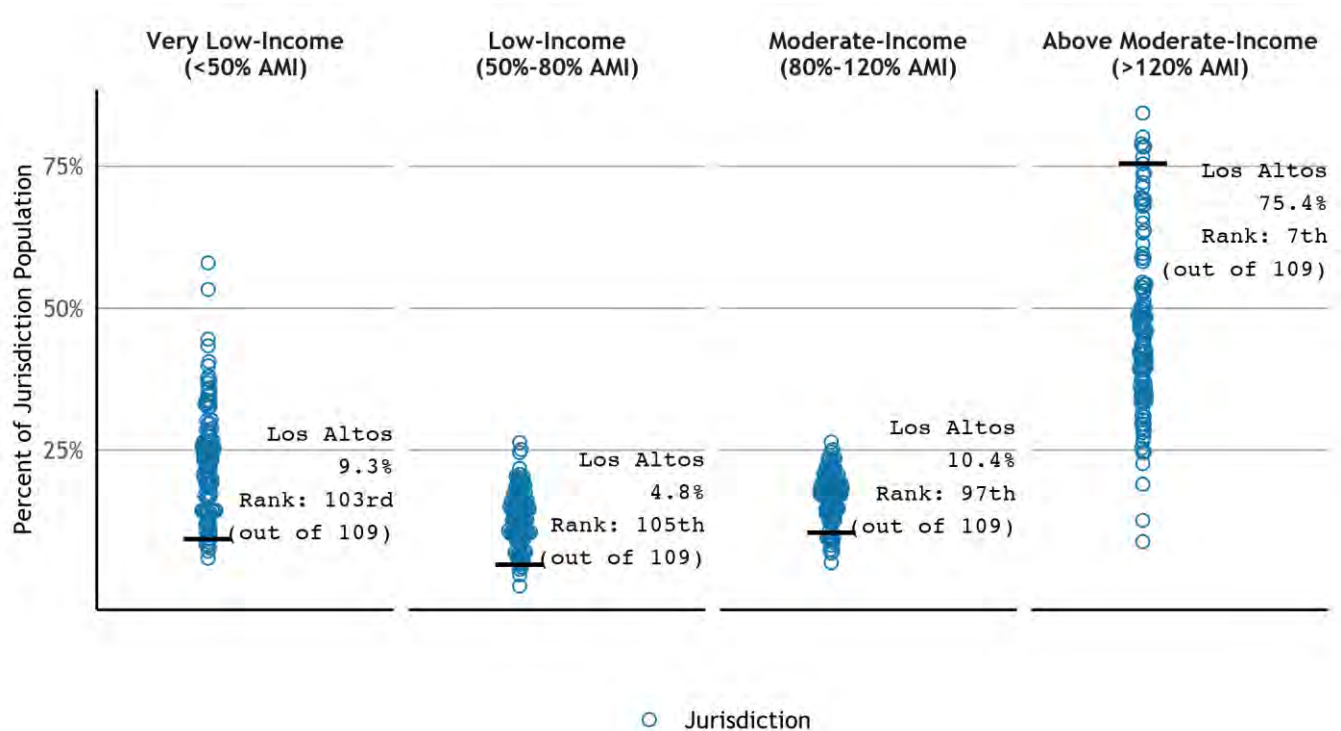


Figure 13: Income Demographics of Los Altos Compared to Other Bay Area Jurisdictions (2015)

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.

¹⁵ While comparisons of segregation measures are made only using the 104 jurisdictions with more than one census tract, this comparison of jurisdiction level demographic data can be made using all 109 jurisdictions.

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 APPENDIX 1: SUMMARY OF FINDINGS

4.1 Segregation in City of Los Altos

- The isolation index measures the segregation of a single group, and the dissimilarity index measures segregation between two **different groups**. **The Theil’s H-Index** can be used to measure segregation between all racial or income groups across the city at once.
- As of 2020, white residents are the most segregated compared to other racial groups in Los Altos, as measured by the isolation index. White residents live in neighborhoods where they are less likely to come into contact with other racial groups.
- **Among all racial groups, the white population’s isolation index value has changed the most over time, becoming less segregated from other racial groups between 2000 and 2020.**
- According to the dissimilarity index, within Los Altos the highest level of racial segregation is between Black and white residents.¹⁶ However, local jurisdiction staff should note that this dissimilarity index value is not a reliable data point due to small population size.
- **According to the Theil’s H-Index**, neighborhood racial segregation in Los Altos declined between 2010 and 2020. Neighborhood income segregation declined between 2010 and 2015.
- Above Moderate-income residents are the most segregated compared to other income groups in Los Altos. Above Moderate-income residents live in neighborhoods where they are less likely to encounter residents of other income groups.
- Among all income groups, the Above Moderate-income **population’s segregation measure has** changed the most over time, becoming less segregated from other income groups between 2010 and 2015.
- According to the dissimilarity index, segregation between lower-income residents and residents who are not lower-income has decreased between 2010 and 2015. In 2015, the income segregation in Los Altos between lower-income residents and other residents was lower than the average value for Bay Area jurisdictions.

4.2 Segregation Between City of Los Altos and Other jurisdictions in the Bay Area Region

- Los Altos has a higher share of white residents than other jurisdictions in the Bay Area as a whole, a lower share of Latinx residents, a lower share of Black residents, and a higher share of Asian/Pacific Islander residents.

¹⁶ 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**. **ABAG/MTC recommends that when cities have population groups that are less than 5% of the jurisdiction’s population (see Table 15 in Appendix 2), jurisdiction staff could focus on the isolation index or Thiel’s H-Index to gain a more accurate understanding of neighborhood-level racial segregation in their jurisdiction.**

- Regarding income groups, Los Altos has a lower share of very low-income residents than other jurisdictions in 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.

5 APPENDIX 2: SEGREGATION DATA

Appendix 2 combines tabular data presented throughout this report into a more condensed format. This data compilation is intended to enable local jurisdiction staff and their consultants to easily reference this data and re-use the data in the Housing Element or other relevant documents/analyses.

Table 11 in this appendix combines data from Table 1, Table 2, and Table 3 in the body of the report. Table 12 in this appendix combines data from Table 6, Table 7, and Table 8 in the body of the report. Table 13 represents a duplication of Table 5 in the body of the report; Table 14 represents a duplication of Table 10 in the body of the report; Table 15 in this appendix represents a duplication of Table 4 in the body of the report, while Table 16 represents a duplication of Table 9 in the body of the report.

Table 11: Neighborhood Racial Segregation Levels in Los Altos

Index	Race	Los Altos			Bay Area Average
		2000	2010	2020	2020
Isolation	Asian/Pacific Islander	0.167	0.247	0.358	0.245
	Black/African American	0.005	0.005	0.008	0.053
	Latinx	0.034	0.042	0.053	0.251
	White	0.784	0.682	0.530	0.491
Dissimilarity	Asian/Pacific Islander vs. White	0.126	0.086	0.068	0.185
	Black/African American vs. White	0.177*	0.144*	0.124*	0.244
	Latinx vs. White	0.138*	0.120*	0.089*	0.207
	People of Color vs. White	0.113	0.080	0.064	0.168
Theil's H Multi-racial	All	0.012	0.009	0.006	0.042

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. 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.

Table 12: Neighborhood Income Segregation Levels in Los Altos

Index	Income Group	Los Altos		Bay Area Average
		2010	2015	2015
Isolation	Very Low-Income (<50% AMI)	0.090	0.099	0.269
	Low-Income (50%-80% AMI)	0.058	0.053	0.145
	Moderate-Income (80%-120% AMI)	0.090	0.109	0.183
	Above Moderate-Income (>120% AMI)	0.803	0.758	0.507
Dissimilarity	Below 80% AMI vs. Above 80% AMI	0.201	0.120	0.198
	Below 50% AMI vs. Above 120% AMI	0.187	0.152	0.253
Theil's H Multi-racial	All	0.029	0.012	0.043

Universe: Population.

Source: Income 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.

Table 13: 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.

Table 14: 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.

Table 15: Population by Racial Group, Los Altos and the Region

Race	Los Altos			Bay Area
	2000	2010	2020	2020
Asian/Pacific Islander	15.35%	23.64%	35.36%	35.8%
Black/African American	0.46%	0.47%	0.56%	5.6%
Latinx	2.97%	3.91%	4.86%	28.2%
Other or Multiple Races	3.02%	4.19%	6.63%	24.4%
White	78.2%	67.79%	52.58%	5.9%

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. Data for 2000 is standardized to 2010 census tract geographies and is from U.S. Census Bureau, Census 2000, Table P004.

Table 16: Population by Income Group, Los Altos and the Region

Income Group	Los Altos		Bay Area
	2010	2015	2015
Very Low-Income (<50% AMI)	7.86%	9.3%	28.7%
Low-Income (50%-80% AMI)	4.4%	4.84%	14.3%
Moderate-Income (80%-120% AMI)	7.96%	10.43%	17.6%
Above Moderate-Income (>120% AMI)	79.78%	75.42%	39.4%

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.

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Appendix G: Housing Resources

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Section G.1 Financial and Administrative Resources

G.1.1 Local Resources



Below Market Rate (BMR) Housing Rental Program

Alta Housing administers the City of Los Altos' Below Market Rate (BMR) Housing Rental Program, a program that provides rental apartments in Los Altos for low and moderate-income households. BMR rental units are leased at rates below prevailing market rents, and rent increases are subject to certain limitations. BMR renters are selected from a waiting list and must meet special income and other eligibility requirements. There are currently 51 BMR rental units managed by Alta Housing for the City.

Inclusionary Housing Program

Multi-family projects that propose five or more market-rate units in Los Altos must include some affordable housing units under the City's Zoning Code (Municipal Code Chapter 14.28); this is the primary source of affordable housing in Los Altos. Affordable housing units are deed restricted to moderate, low, and very low-income levels. The City has 54 BMR ownership units, for a total of 105 deed restricted BMR units, including the 51 rental units (noted above), managed by Alta Housing for the City.

G.1.2 Regional Resources

Santa Clara County

- **Measure A:** In November 2016, Santa Clara County voters approved Measure A – the \$950 million affordable housing bond. The housing bond provides the County with an unprecedented opportunity to partner with cities, residents, and the affordable and supportive housing community to significantly address the housing needs of the community's poorest and most vulnerable residents. It will provide affordable housing for vulnerable populations including veterans, seniors, the disabled, low and moderate-income individuals or families, foster youth, victims of abuse, the homeless and individuals suffering from mental health or substance abuse illnesses. The bond proceeds would contribute to the creation and/or preservation of approximately 4,800 affordable housing units. As of March 31, 2021, \$607.85 million has been allocated to various Measure A programs, including \$570.95 million toward 46 housing projects throughout Santa Clara County (no Measure A housing projects have currently been approved for Los Altos). \$25 million has been committed to the first-time homebuyer loan program, and \$11.9 million has been committed to a supportive housing fund for predevelopment loans. As of March 2021, \$342.15 million approved by Measure A has yet to be allocated. Eligible applicants include non-profit organizations, tax-credit limited partnerships, or limited liability

corporations, mission aligned for-profit affordable housing developers, public agencies, other local jurisdictions, and joint ventures of the above.

- **Empower Homebuyers County of Santa Clara Program:** Empower Homebuyers SCC is a program of the County of Santa Clara administered by Housing Trust Silicon Valley. It provides down payment assistance loans to first-time homebuyers in the county and is funded by the 2016 Measure A Affordable Housing Bond. The program is aimed at assisting low to moderate income County residents – including employees at nonprofit organizations, teachers, healthcare professionals, County employees and others. The loan can be for up to 17 percent of a home’s purchase price – which means an additional three percent from a first-time homebuyer would reach a down payment of 20 percent. Regardless of the amount borrowed, there are no monthly payments or interest with an Empower Homebuyers loan. The Empower loan plus a share of the appreciation on the home is repaid when the loan matures, or the homeowner decides to sell or refinance the mortgage.
- **HomeFirst Homeless Helpline:** HomeFirst’s Outreach team provides access to emergency shelter, showers, laundry, meals, medical services, case management, and employment training in Santa Clara County.
- **Housing and Community Development Asset Management:** The Santa Clara County Department of Office of Supportive Housing, Housing and Community Development Asset Management team oversees and monitors the operation and financial performance of the affordable and multifamily rental projects that have been developed with financial and other forms of support from the County of Santa Clara. These projects serve a variety of low-income populations: families, seniors, disabled individuals, veterans, chronically homeless people, transition-age youth, and people with HIV/AIDS, among others. The Asset Management Team’s primary responsibility is to service loans and grants provided for these projects to various non-profit and for-profit organizations. The Team is also responsible for monitoring the compliance of each project with a host of obligations that borrowers and grantees agreed to as a condition of County’s financing/support.
- **Santa Clara County’s Mortgage Credit Certificate (MCC) Program:** This program provides income eligible first-time home buyers the opportunity to reduce the amount of federal income tax they owe each year they own and live in their home. The Mortgage Credit Certificate (MCC) assists a family in qualifying for a higher first mortgage with no effect on monthly expenses. Refinanced Mortgage Credit Certificates (RMCC) are also available when the homeowner refinances their original MCC Loan. A RMCC must be issued for each refinance for the homeowner to continue receiving their federal tax credit. The estimated number of MCCs to be issued from the March 20, 2019, CDLAC allocation was 16. Funding for this program is provided by the California Debt Limit Allocation Committee (CDLAC).

- **Santa Clara County Shelter List:** The County maintains a list of shelters for families with children, shelters for adults without children, and shelters for veterans on its Office of Supportive Housing website.
- **Warming and Cooling Center Information:** The County of Santa Clara Office of Supportive Housing works with service providers to open warming/cooling centers during inclement weather episodes (such as rain events, or extreme cold or heat events). In the event of an emergency, inclement weather episodes and shelter availability, or housing-related issues, the Office of Supportive Housing has arranged with the County Office of Emergency Services to be able to send text messages to the homeless, service providers, and anyone else who has requested to receive the messages. The County Library located in Los Altos (13 South San Antonio Road) is identified as a warming center during regular Library business hours.

Santa Clara County Housing Authority

- **Section 8 Chronically Homeless Direct Referral Program:** SCCHA’s Chronically Homeless Direct Referral (CHDR) program is a locally designed voucher referral program for the chronically homeless population in Santa Clara County. A partnership between SCCHA and the County of Santa Clara ensures that chronically homeless families who receive vouchers are connected to supportive programs and case management services.
- **Section 8 Family Unification Program:** The Family Unification Program (FUP) is a partnership between SCCHA and Santa Clara County through its Social Services Agency, Department of Family and Children Services (DFCS). FUP provides rental assistance for families whose lack of adequate housing is a primary factor in the placement of their children in out-of-home care or in the delay of their children returning home. SCCHA administers FUP Housing Choice Vouchers (HCV) rental assistance. DFCS refers FUP-eligible families to SCCHA and provides case management and supportive services before and after the family is housed.
- **Section 8 Family Self-Sufficiency:** The Family Self Sufficiency (FSS) program provides case management and advocacy to current program participants in order to help them attain self-sufficiency goals. Families enroll and sign a five-year contract to participate in the program. After enrolling in the program, participants set goals such as finishing their education, obtaining job training, and/or employment. During the contract term, participants who increase their earned income can receive cash bonuses. When the family reports an increase in earned income, SCCHA calculates a monthly bonus amount that is deposited into an ‘escrow’ account which the family can receive upon program graduation.
- **Section 8 Homeownership Program:** The Homeownership program is an optional U.S. Department of Housing and Urban Development (HUD) program that permits housing authorities to assist Housing Choice Voucher (Section 8) households in the purchase of their first homes. Participants in this program receive housing assistance payments to use

toward their homeownership expenses. SCCHA administers this program for current participants but no longer accepts new applications.

- **Section 8 Housing Choice Voucher Program:** The Housing Choice Voucher (Section 8) program is SCCHA's largest rental assistance program with about 17,000 participants. The "housing choice voucher" is a 100 percent federally funded rental subsidy for low-income households living in privately owned rental units. SCCHA voucher holders in the Moving to Work (MTW) program pay 32 percent of their gross income toward rent (or a minimum rent of \$50, whichever is higher), and the agency pays the balance of the rent directly to the landlords on behalf of the families. Voucher holders are also required to pay that portion of their lease contract rent that is above SCCHA's payment standard for their unit size. Currently, there are six households in Los Altos participating in the Section 8 Housing Choice Voucher Program¹.
- **Section 8 Mainstream Voucher Program:** The Mainstream Voucher program provides vouchers for low-income households that include a person(s) with disabilities. The program is designed to help tenants with disabilities live independently in the community.
- **Section 8 Moderate Rehabilitation Program:** The Moderate Rehabilitation (Mod Rehab) program attaches Housing Choice Voucher (HCV) rental assistance to privately owned units that are rehabilitated. Under the Mod Rehab program, SCCHA enters into a Housing Assistance Payments contract with the property owner for a specified unit and for a specified term. Mod Rehab assistance is tied to the unit, as opposed to the tenant. A family who moves from a Mod Rehab unit is not eligible to receive tenant-based HCV assistance. SCCHA administers this program for current Mod Rehab properties but no longer accepts new/additional units under this program.
- **Section 8 Non-Elderly Disabled Program:** The Non-Elderly Disabled (NED) program provides assistance to non-elderly persons with disabilities who are currently residing in long-term care facilities. This voucher program is intended to help participants leave the long-term care facility and live independently. The NED program is a partnership between SCCHA and the Silicon Valley Independent Living Center (SVILC). SVILC provides NED program applicant referrals, case management, and supportive services.
- **Section 8 Project-Based Voucher Program:** The Project Based Voucher (PBV) program attaches the rental assistance voucher to private (including SCCHA-owned/operated) housing units. Under the PBV program, SCCHA enters into a Housing Assistance Payments contract with the property owner for specified units and for a specified term. PBV units are leased to eligible low-income tenants from SCCHA's PBV Waiting List or in some cases referred by the property owner. PBV rental assistance is contractually tied to

¹ Santa Clara County Housing Authority, email correspondence with Ricardo Alvarez, Housing Programs Manager (March 14, 2022).

the unit, as opposed to the tenant. A family who moves from the project-based unit may be eligible to receive HCV (tenant-based) assistance, if available.

- **Section 8 VASH Program:** The HUD-VASH program provides assistance to homeless veterans by combining rental assistance with case management and clinical services. The HUD-VASH program is a partnership between the Veterans Affairs Palo Alto Health Care System (VA Palo Alto) and SCCHA. The VA Palo Alto refers homeless veterans to the HUD-VASH program and provides case management, while SCCHA administers rental assistance to eligible veterans.

G.1.3 State Resources

- **Affordable Housing and Sustainable Communities Program (AHSC):** Administered by the Strategic Growth Council, this program provides grants and/or loans to fund land-use, housing, transportation, and land preservation projects that support infill and compact development that reduce greenhouse gas emissions.
- **CalHome:** HCD provides grants to local public agencies and non-profit housing developers to assist first-time homebuyers become or remain homeowners through deferred-payment loans. Funds can also be used to assist in the development of multiple-unit homeownership programs.
- **California Emergency Solutions and Housing (CESH):** This program provides funds for a variety of activities to assist persons experiencing or at risk of homelessness, such as housing relocation and stabilization services (including rental assistance), operating subsidies for permanent housing, flexible housing subsidies, emergency housing operating support, and homeless delivery systems.
- **California Housing Finance Agency (CalHFA):** CalHFA offers a variety of low-cost loan programs to support the development of affordable multi-family rental housing, mixed-income housing, and special needs housing.
- **California Housing Finance Agency (CalHFA), Mortgage Credit Certificate Program:** The MCC program is a homebuyer assistance program designed to help lower-income families afford home ownership. The program allows home buyers to claim a dollar-for-dollar tax credit for a portion of mortgage interest paid per year, up to \$2,000. The remaining mortgage interest paid may still be calculated as an itemized deduction.
- **California Self-Help Housing Program (CSHHP):** Provides grants for sponsor organizations that provide technical assistance for low and moderate-income families to build their homes with their own labor.
- **Elderlink:** A senior care referral service licensed by the Department of Public Health. This organization provides independent and free personalized senior care placement services to fully screened and approved nursing home, board and care, and assisted living facilities.

- **Golden State Acquisition Fund (GSAF):** This \$93 million fund provides low-cost financing aimed at supporting the creation and preservation of affordable housing across the state. GSAF makes up to five-year loans to developers for acquisition or preservation of affordable housing.
- **Homekey:** Homekey provides grants to acquire and rehabilitate a variety of housing types, such as hotels and residential care facilities, to serve people experiencing homelessness or who are also at risk of serious illness from COVID-19.
- **Housing for a Healthy California (HHC) Program:** This program provides funding to deliver supportive housing opportunities to developers using the federal National Housing Trust Funds (NHTF) allocations for operating reserve grants and capital loans. The HHC program is intended to create supportive housing for individuals who are recipients of or eligible for health care provided through the California Department of Health Care Services' Medi-Cal program.
- **Housing Navigator's Program:** This grant program allocates funding to counties for the support of housing navigators to help young adults aged 18 to 21 years secure and maintain housing, with priority for individuals in the foster care system.
- **Infill Infrastructure Grant Program (IIG):** This program promotes infill housing development by providing grant funding, in the form of gap assistance, for infrastructure improvements required for qualifying multi-family or mixed-use residential development.
- **Joe Serna, Jr. Farmworker Housing Grant (FWHG) Program:** This program provides deferred payment loans for both owner-occupied and rental housing for agricultural workers, with a priority for lower income households.
- **Local Housing Trust Fund (LHTF) Program:** This program provides matching funds to local or regional housing trust funds for the creation, preservation, and rehabilitation of affordable housing, transitional housing, or emergency shelters.
- **Mills Act:** The Mills Act is an economic incentive programs for the restoration and preservation of qualified historic buildings by private property owners. It grants local governments the authority to enter into contracts with owners of qualified historic properties who actively participate in the restoration and maintenance of their historic properties while receiving property tax relief. Los Altos administers a Mills Act program, which furthers housing affordability by reducing property taxes and preserving existing housing stock.
- **Mobilehome Park Rehabilitation and Resident Ownership Program (MPRRP):** This program provides financing to support the preservation of affordable mobilehome parks through conversion of the park to ownership or control by resident organizations, nonprofit housing sponsors, or local public entities.

- **Multifamily Housing Program (MHP):** This program provides deferred payment loans for the construction, preservation, and rehabilitation of permanent and transitional rental housing for lower-income households.
- **No Place Like Home Program:** This program invests in the development of permanent supportive housing for persons who are in need of mental health services and are experiencing homelessness, chronic homelessness, or who are at risk of chronic homelessness.
- **National Housing Trust Fund:** This program provides deferred payment or forgivable loans for the construction of permanent housing for extremely low-income households. The required affordability covenant is for 55 years.
- **Permanent Local Housing Allocation (PLHA) Program:** This program provides a permanent source of funding to all local governments in California to help cities and counties implement plans to increase affordable housing stock. Funding for this program is provided through a \$75 recording fee on real estate transactions.
- **Predevelopment Loan Program (PDLP):** This program provides financing to cover pre-development costs to construct, preserve, or rehabilitate assisted housing.
- **Supportive Housing Multifamily Housing Program (SHMHP):** This program provides low interest deferred loan payments to developers building affordable rental housing that contain supportive housing units.
- **Transit-Oriented Development (TOD) Housing Program:** This program provides low-interest loans as gap financing for higher density affordable rental housing within one-quarter mile of transit stations. Grants are also available to localities and transit agencies for infrastructure improvements necessary for the development of specified housing developments or to facilitate connections between these developments and the transit station. The maximum total award amount for a single project is \$15 million.
- **Transitional Housing Program (THP):** This program provides funding to counties for child welfare services agencies to help young adults aged 18 to 25 years find and maintain housing, with priority given to those formerly in the foster care or probation systems.
- **Veterans Housing and Homelessness Prevention Program (VHHP):** This program supports the acquisition, construction, rehabilitation, and preservation of affordable multi-family housing for veterans and their families.

G.1.4 Federal Resources

- **Community Development Block Grant (CDBG):** The Community Development Block Grant (CDBG) Program was created by the Housing and Community Development (HCD) Act of 1974. In the County of Santa Clara, the CDBG Program is operated by the Office of Supportive Housing. The County CDBG Program is federally funded by the United States Department of Housing and Urban Development (HUD) to assist lower-income and special needs persons to address housing and community development needs. The County of Santa Clara administers CDBG on behalf of the Unincorporated Areas of Santa Clara County and the Cities of Campbell, Los Altos, Los Altos Hills, Los Gatos, Monte Sereno, Morgan Hill, and Saratoga, also known as the Urban County Program.
- **Continuum of Care (CoC) Program:** The Continuum of Care (CoC) Program is designed to promote communitywide commitment towards ending homelessness. It provides funding to nonprofits, state, and local governments to provide shelter and services to people experiencing homelessness.
- **Emergency Solutions Grants (ESG) Program:** This program provides funding for cities, counties, and states to engage homeless individuals and families living on the street; improve the number and quality of emergency shelters for homeless individuals and families; help operate these shelters; provide essential services to shelter residents; rapidly rehouse homeless individuals and families; and prevent families/individuals from becoming homeless.
- **Home Investment Partnerships Program (HOME Program):** The Home Investment Partnerships Program ("HOME Program") is federally funded by the United States Department of Housing and Urban Development (HUD). Participating jurisdictions may use HOME funds for a variety of housing activities, according to local housing needs. Eligible uses of funds include tenant-based rental assistance; housing rehabilitation; assistance to homebuyers; and new construction of housing. HOME funding may also be used for site acquisition, site improvements, demolition, relocation, and other necessary and reasonable activities related to the development of non-luxury housing. Funds may not be used for public housing development, public housing operating costs, or for Section 8 tenant-based assistance, nor may they be used to provide non-federal matching contributions for other federal programs, for operating subsidies for rental housing, or for activities under the Low-Income Housing Preservation Act. The HOME Program is administered by the County of Santa Clara Office of Supportive Housing on behalf of the Urban County cities and the Cities of Cupertino, Gilroy, and Palo Alto.
- **Low-Income Housing Preservation and Residential Home Ownership Act (LIHPRHA):** This program requires all eligible HUD Section 236 and Section 221(d) projects at risk of conversion to market-rate rentals from mortgage pre-payments be

subject to LIHPRHA incentives, which include subsidies to guarantee an eight percent annual return on equity.

- **Low-Income Housing Tax Credit:** Administered through the California Tax Credit Allocation Committee (TCAC), the Low-Income Housing Tax Credit (LIHTC) subsidizes the acquisition, construction, and rehabilitation of affordable housing by providing a tax credit to construct or rehabilitate affordable rental housing for low-income households.
- **Section 108 Loan Guarantee Program:** Allows CDBG entitlement jurisdictions to leverage their annual grant allocations to access low-cost financing for capital improvement projects. Eligible activities include housing, economic development, public facility, and infrastructure. This program is often used to catalyze private investment in underserved communities or as gap financing.
- **Section 202 Supportive Housing for the Elderly Program:** Provides an interest-free capital advance to cover the costs of construction, rehabilitation, or acquisition of very low-income senior housing. The program is available to private, nonprofit sponsors; public sponsors are not eligible for the program.
- **Section 811 Project Rental Assistance:** HUD offers long-term project-based rental assistance through a NOFA published by the California Housing Finance Agency (CalHFA).
- **U.S. Department of Agriculture (USDA) Housing Programs:** These programs provide homeownership opportunities for individuals and below market-rate loans/grants to public and nonprofit organizations for new construction, preservation, or rehabilitation of farmworker/rural multi-family rental housing.
- **Veterans Affairs Supportive Housing (VASH) Program:** HUD-VASH is a collaborative program between HUD and VA combines HUD housing vouchers with VA supportive services to help veterans who are homeless and their families find and sustain permanent housing.

Section G.2 Opportunities for Energy Conservation

The cost of energy can greatly impact housing affordability, as energy costs can constitute a significant portion of total housing costs. High energy costs also particularly impact low-income households that are less likely to have the ability to cover increased expenses.

The City encourages energy conservation in all projects consistent with the California Building Code (CBC) and Municipal Code Chapters 12.22 and 12.26 (Energy Code and California Green Building Standards Code, respectively). The City’s website includes green building resources and informational handouts. Additionally, in 2013, the City adopted its Climate Action Plan (CAP). The CAP responds to the impacts of climate change through local actions that promote adaptation

and resilience by reducing greenhouse gas (GHG) emissions. This will be done by implementing policies that relate to transportation, energy use, resource conservation, green communities, and municipal operations. Moreover, the City is currently modifying its CAP to prepare a Climate Action and Adaptation Plan (CAAP) to update its greenhouse gas inventory and evaluate its sources of impact in order to determine implementation actions to reduce emissions.

The City promotes various energy conservation programs, including the Bay Area Regional Energy Network (BayREN) and Property Assessed Clean Energy (PACE) Financing. BayREN is a collaboration of the nine counties that comprise the San Francisco Bay Area. BayREN provides regional-scale energy efficiency programs, services, and resources. BayREN is funded by utility ratepayer funds through the California Public Utilities Commission and other sources. PACE is a mechanism for property owners to finance renewable energy, energy efficiency, and water conservation improvements to their properties and repay the loan via an annual assessment on the owner's property tax bill. This allows the financing to be extended over multiple years and also allows a home to be sold with that assessment assigned to the new owner. Unlike traditional forms of credit that are dependent on individual credit rating, PACE financing is primarily based on a property owner's equity in the building.

G.2.1 Silicon Valley Clean Energy Resources

Silicon Valley Clean Energy (SVCE) is a public, not-for-profit community choice aggregation (CCA) electricity provider that serves 13 communities within Santa Clara County, including Los Altos. SVCE provides residential and commercial electricity customers with clean, carbon-free electricity options at competitive prices from sources like solar, wind, and hydropower. SVCE sources the electricity, while PG&E delivers it over existing utility lines, and provides maintenance, billing, and customer service. SVCE has several programs designed to serve low-income customers, including:

- **Arrearage Management Plan (AMP):** The AMP is a 12-month program that provides up to \$8,000 of bill forgiveness to each eligible customer that owes at least \$500 on their electricity bill (or \$250 for gas-only customers) for more than 90 days. To be eligible for AMP, customers must also be enrolled in California Alternative Rates for Energy (CARE) or Family Electric Rate Assistance (FERA).
- **CARE (California Alternate Rates for Energy):** The CARE program provides a 20 percent discount or more on monthly bills for qualified low- or fixed-income households and housing facilities. Qualifications are based on the number of people living in the home and total annual household income.
- **FERA (Family Electric Rate Assistance):** Family Electric Rate Assistance provides an 18 percent discount on electricity bills for large households of three or more people with low- to middle-income. Qualifications are based on household income guidelines.

- **On-Bill Credit: COVID-19 Customer Relief:** SVCE provides a \$100 credit for residential customers enrolled under California Alternative Rates for Energy (CARE) and Family Electric Rate Assistance as of May 10, 2020.
- **Medical Baseline Allowance:** SVCE Medical Baseline customers do not incur the typical Power Charge Indifference Adjustment (PCIA), a fee charge by PG&E, and therefore receive over 15 percent savings on their monthly electric bill. To qualify for Medical Baseline, a California-licensed physician must certify that a full-time resident in the home has a serious medical condition such being dependent on life-support equipment while at home.

G.2.2 Pacific Gas and Electric Resources

Pacific Gas and Electric (PG&E) also provides electricity service for Los Altos. PG&E assists low-income, disabled, and senior citizen customers through several programs and community outreach projects, including:

- **CARE (California Alternate Rates for Energy):** See CARE under Silicon Valley Clean Energy Resources, above.
- **FERA (Family Electric Rate Assistance):** See FERA under Silicon Valley Clean Energy Resources, above.
- **Energy Partners Program:** The Energy Partners Program provides qualified low-income customers free weatherization measures and energy-efficient appliances to reduce gas and electricity usage.
- **Medical Baseline Allowance:** See Medical Baseline Allowance under Silicon Valley Clean Energy Resources, above.
- **Relief for Energy Assistance through Community Help (REACH):** This is a one-time energy-assistance program sponsored by PG&E and administered through the Salvation Army from 170 offices in Northern and Central California. Those who have experienced an uncontrollable or unforeseen hardship may receive an energy grant of up to \$300. Generally, recipients can receive REACH assistance only once within a 12-month period, but exceptions can be made for seniors, the physically challenged, and the terminally ill.

G.2.3 State Energy Resources

- **California Department of Community Services & Development Programs Low-Income Weatherization Program (LIWP):** California's Low-Income Weatherization Program (LIWP) provides low-income households with solar photovoltaic (PV) systems and energy efficiency upgrades at no cost to residents. LIWP is the only program of its kind in California that focuses exclusively on serving low-income households with solar

PV and energy efficiency upgrades at no cost. The program reduces greenhouse gas emissions and household energy costs by saving energy and generating clean renewable power. LIWP currently operates three program components: Multi-Family, Community Solar, and Farmworker Housing. According to CDS's Nov. 2020 Low-Income Weatherization Program Impact Report, LIWP has received \$212 million from the Greenhouse Gas Reduction Fund since 2014. Note: The multi-family energy efficiency and renewables program component is estimated to end in June 2022.

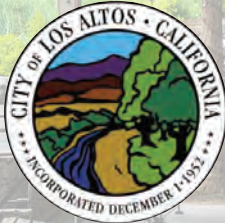
- **California Public Utilities Commission Energy Savings Assistance Program (ESA):** ESA provides no-cost weatherization services to low-income households who meet the CARE income guidelines. Services provided include attic insulation, energy efficient refrigerators, energy efficient furnaces, weatherstripping, caulking, low-flow showerheads, water heater blankets, and door and building envelope repairs which reduce air infiltration.

G.2.4 Federal Energy Resources

- **Federal Housing Administration Energy Efficient Mortgage Program (EEM):** This program helps families save money on their utility bills by enabling them to finance energy efficient improvements with their FHA-insured mortgage. The EEM program recognizes that an energy-efficient home will have lower operating costs, making it more affordable for the homeowners. Cost-effective energy improvements can lower utility bills and make more income available for the mortgage payment.
- **Low-Income Home Energy Assistance Program (LIHEAP):** The program is funded by the federal government and the State Department of Community Services & Development (CSD) administers LIHEAP. The federal Department of Health and Human Services distributes funds to states annually to assist with energy bills and offset heating and/or cooling energy costs for eligible low-income households. California's annual share is approximately \$89 million which CSD distributes to contracted community energy service providers. Active. During March 2020, the CARES Act allocated California an additional \$49 million to supplement its LIHEAP program, which totaled \$203 million for Federal Fiscal Year 2019-2020.



LOS ALTOS HOUSING ELEMENT





PUBLIC CORRESPONDENCE

The following is public correspondence received by the City Clerk’s Office after the posting of the original agenda. Individual contact information has been redacted for privacy. This may *not* be a comprehensive collection of the public correspondence, but staff makes its best effort to include all correspondence received to date.

To send correspondence to the City Council, on matters listed on the agenda please email PublicComment@losaltosca.gov

From: [Jim Wing](#)
To: [Public Comment](#)
Subject: PublicComment-Agreda07-07-12-2022
Date: Saturday, July 2, 2022 7:07:46 PM

Los Altos Mayor Enander and Distinguished Council Members,

Council 07/12/2022 Meeting Agenda Item 07 Sixth Cycle Housing Element 2022-2031 Draft

Remove or revise Program 5.8 [Page 37] to allow Los Altos staff to work with any consultant who can do best job / best cost. Alta Design should not be the only consultant Los Altos is allowed to work with.

Please request staff to revise underreported Draft Housing Element Vacant Residential Parcels Maps / Summary to include the many acres of land that have not or could be subdivided. Algorithm and limited site visits caused consultant to underreport vacant lots [at least 9.54 acres] since they used only parcel numbers with improvements and Santa Clara County only assigns parcel numbers after subdivision. Following are examples of underreporting that should be added to Figures B-1, B-2, B-3 starting on page 134.

- Draft Housing Element Vacant Residential Parcels Map Figure B-3 [page 136] does not include vacant lot [3.5 acres] at end of Dover Court and Phase 2 of Manresa PUD lots [1.5 acre]. These lots were granted for possible future development when Jesuit Retreat and Event Center [50 acres] was annexed to Los Altos in 1986. Santa Clara County Assessor Map 175-30 does not show subdivision noted in annexation documents because property owner has not applied for subdivision.
- 479 Los Altos Ave [2.3 acres]
- 531 Rosita Ave [1.4 acres]
- El Monte / Fremont [Los Altos owned Lot, approximately 0.19 acre]
- Woodstock [Two Los Altos owned Lots; one 0.34 acre other 0.31acre]

In addition to vacant lots, Los Altos Gardens [6.338 acres, Parcel Map 167-16-51] is an existing low density / low income housing complex that could be increased to high density / low income housing. Almost 20 years ago, Planning Commission discussed increasing density by making units two story to save the trees.

In my opinion, potential housing can be added to following vacant sites:

- Jesuit Retreat / Event Center and Manresa Phase 2 – Planned Unit Development [PUD] with style and density of Creekside Oaks that includes 10% affordable units.
- 479 Los Altos Ave. – PUD with style and density of Creekside Oaks that includes 10% affordable units
- 531 Rosita Ave. – Subdivide to 10,000 ft² lots and split lots.
- El Monte / Fremont – one affordable unit.
- Woodstock – If fire damaged trees on north lot do not survive, split lot for two affordable units. In past years homeless have used these lots.

Thank you for your consideration! Jim Wing, Milverton Road, Los Altos

From: [Paul Baker](#)
To: [Public Comment](#)
Cc: [REDACTED]
Subject: Agenda Item 7, July 12, 2022 - Housing Element Draft
Date: Sunday, July 3, 2022 6:10:31 PM

Dear Mayor Enander and Members of the City Council,

The release of the Draft Housing Element is a big step forward for the City of Los Altos. The document is comprehensive and will serve as an excellent plan to improve the quality of life in Los Altos. Congratulations to the City Council for leading the production of this plan.

The rezoning plans for the downtown core, including permitting mixed use (housing above the shops), allowing housing on the other side of San Antonio and planned use of parking plazas for housing will permit the construction of a more lively and walkable downtown. If the City can commit to building the 100+ housing units on the parking plazas in the Housing Element we can be more certain that it will actually happen. Dealing with parking requirements for these units (either by reducing the requirements per unit or permitting parking spots that are not directly connected to the units) will be important for actually allowing these units to be built. One of the great things about living downtown would be that a car might not be needed most of the time - if this could be achieved, it would reduce congestion and pollution, so would be a big win for the City.

Rezoning Altos Oaks, Rancho and adjusting the Loyola Corners plans to permit more and better integrated housing is a great idea, I'm glad to see it in the plan. I am also very supportive of including housing on church properties in the City. Although some church owned parcels are noted on the parcel list, the zoning proposals don't include zoning these parcels for multi-family housing. This would make these parcels much easier to use for housing. Tiny houses or ADUs on church properties would also be a way to add housing on these sites.

The Housing Element includes planned City decisions that will make building more housing in Los Altos possible. Once the zoning changes are complete, it should be possible to make the planning commission the group that ensures that development conforms to the plan, reducing the City Council's work load and speeding the approval process. Other process changes suggested in the Housing Element are also positive steps towards reducing time and cost for development.

The Housing Element Draft is excellent work, once it is approved I look forward to advocating for more inclusive housing in Los Altos.

Thank you,

Paul Baker
Los Altos resident since 1981

From: [Paul Baker](#)
To: [Public Comment](#)
Subject: Draft Housing Element
Date: Sunday, July 3, 2022 6:10:53 PM

Dear Chair Doran and Members of the Planning Commission,

The release of the Draft Housing Element is a big step forward for the City of Los Altos. The document is comprehensive and will serve as an excellent plan to improve the quality of life in Los Altos.

The rezoning plans for the downtown core, including permitting mixed use (housing above the shops), allowing housing on the other side of San Antonio and planned use of parking plazas for housing will permit the construction of a more lively and walkable downtown. If the City can commit to building the 100+ housing units on the parking plazas in the Housing Element we can be more certain that it will actually happen. Dealing with parking requirements for these units (either by reducing the requirements per unit or permitting parking spots that are not directly connected to the units) will be important for actually allowing these units to be built. One of the great things about living downtown would be that a car might not be needed most of the time - if this could be achieved, it would reduce congestion and pollution, so would be a big win for the City.

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The Housing Element includes planned City decisions that will make building more housing in Los Altos possible. Once the zoning changes are complete, it should be possible to make the planning commission the group that ensures that development conforms to the plan, reducing the City Council's work load and speeding the approval process. Other process changes suggested in the Housing Element are also positive steps towards reducing time and cost for development.

The Housing Element Draft is excellent work, once it is approved I look forward to advocating for more inclusive housing in Los Altos.

Thank you,

Paul Baker
Los Altos resident since 1981



July 5, 2022

Chair Doran and Members of the Planning Commission
City of Los Altos
1 N. San Antonio Road
Los Altos, CA 94022

Re: Agenda Item Draft Housing Element, Planning Commission meeting July 7th

Dear Chair Doran and Members of the Planning Commission:

The League continues to support a comprehensive plan to address housing that follows State law, and we thank the Staff and LWC for a Draft Housing Element that provides bold steps towards a compliant Housing Element. That said, we have some major concerns.

First, regarding the Site Inventory, we would like to see street addresses along with APN#s as these are easier for the public to understand; likewise, we would like the downtown parking plazas to be identified with their Lot numbers as they are in the Downtown Vision. Second, we are pleased to see that a large buffer has been proposed. However, we think this buffer could rapidly disappear if the recommended rezonings and programs are not put in place.

In addition, many sites listed are unlikely to be developed. For example, all the downtown parking plazas are listed. It is unrealistic to think that all will be developed with housing as the City will want to retain some surface parking and one parcel has already been designated for a potential theater. Therefore, the projected number of units on each lot is unrealistic. However, perhaps the total projected number for all the lots (138) could be a goal for one or two of the lots, better explained as part of Program 1.H. Also, for any of these sites to be attractive to affordable housing developers, as is discussed in Programs, the density/height must be increased, and the City will need to provide financial resources.

Other sites such as Draegers have been recently remodeled, making it unlikely they will be developed with housing during the next Housing Element cycle. Spokespeople for the two churches designated have stated they have no interest in building housing. Foothill Crossing, projected for 80 units, recently signed a long-term lease with a major new tenant and has expressed no interest. We suggest that these sites and others be more vigorously vetted before they are included in the site inventory.

We applaud many of the programs. We especially like Program 1.H with its specific timeline for developing affordable housing on at least one downtown parking plaza. But without some City financing and upzoning, this program is unrealistic.

Another program the City should include is an Affordable Housing Overlay Zone for the downtown parking lots as well as other areas of the City. The City should meet with developers to see what needs to be included in order to encourage housing, i.e., height, density, fees, setbacks, etc.)

We also commend the following programs: 1.B re the CT District, 1.C re the OA District, 1.E re Loyola Corners and 1.F re Village Court. However, we would like to see specifics, such as allow an additional story, rather than “increase building heights” (1.B), and, again, specific proposed modifications for density and height (1.E).

Program 1.I to incentivize Downtown lot consolidation is also commendable, and we recommend that lot consolidation be encouraged for other areas such as Sherwood Triangle, but there is a lack of commitment to measurable success criteria. This program and others should have metrics-based objectives.

We have long advocated that the City adopt a commercial linkage fee as envisioned by an enabling ordinance adopted four years ago (Muni Code 3.49.070, Ord. No. 2018-444), but don’t understand why this should take till the end of 2025. Re ADUs, we strongly support providing permit ready standard ADU plans (2.D), but don’t like the verbiage “consider permit fee waivers...”as once again this reflects a lack of commitment.

All the programs listed under Goal 3 to Remove constraints to the development of housing should be included, but we especially recommend updating the parking requirements (3.A) and Amending design review process (3.H). Some specific changes to parking requirements could be promised in the Housing Element based upon the draft parking ordinance approved by the Planning Commission in 2018, such as reducing the width of parking spaces, and lane dimensions, creating a program with in-lieu parking fees, along with reducing parking for senior and deed-restricted units, and specific requirements for buildings with mechanical lifts. A parking in-lieu fee program would allow development on smaller lots downtown where the owners cannot provide the required parking on site and would generate funds to expand and enhance the parking supply. The Design Review process will be improved by eliminating the DRC as a separate body and by eliminating story poles and ensuring that all design standards are objective. Programs 3.B and 3.C are necessary for some of the sites listed in the inventory to be developed.

Program 5.B re the City’s contract with Alta Housing should be updated to reflect the recent Council discussion with Alta and the possibility that another administrative agency might be retained at the end of Alta’s contract next year.

Finally, we would urge the City to commit to providing some safe parking for vehicle-dwellers, whether on City-owned property or by working with faith-based institutions. As the Housing Element notes, several of the churches have large parking lots; similar lots are being used for safe parking in other nearby communities.

In summary, we hope all the programs proposed in the Draft Housing Element will be adopted with some additions and changes to make the programs and timelines more specific.

(Please send any questions about this email to housing@lwvlamv.org)

Karin Bricker, President LWV of Los Altos/Mountain View Area
Cc: Gabe Engeland. Nick Zornes Angel Rodriguez

From: [Los Altos Affordable Housing Alliance](#)
To: [Public Comment](#); [City Council](#)
Cc: [Gabriel Engeland](#)
Subject: Public Comment Agenda Item #7: Sixth Cycle Housing Element 7/12/22
Date: Wednesday, July 6, 2022 4:59:59 PM
Attachments: [LAAHA Letter #1 about Draft HE 2022 \(for CC\).pdf](#)

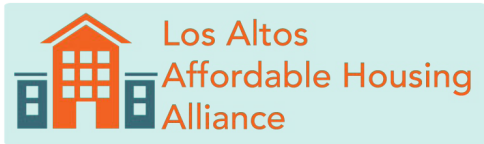
Hello City Council members,

Please find attached a letter from LAAHA regarding the Draft Housing Element.

Thank you,
Daphne Ross

--

Los Altos Affordable Housing Alliance
To educate and inspire the Los Altos community to build housing that is affordable for our workforce.



July 5, 2022

To Mayor Enander, Vice Mayor Meadows, and Councilmembers,

The Los Altos Affordable Housing Alliance congratulates the City’s planning staff in working with our consultants on the huge task of completing our draft Housing Element. In reading the draft Housing Element this week, we were very excited to see many of the proposed programs. We appreciate the City showing that we’re serious about our commitment to diversifying our housing stock, removing barriers to development, and creating an environment in which we can feasibly reach our RHNA targets. We would particularly like to commend the inclusion of the following:

- Programs 1A, 1B, and 1C, specifically that the OA zone will be rezoned to allow multi-family housing. The area of San Antonio Road east of downtown is a transit-friendly and logistically practical area to develop housing.
- Program 1E, which updates the Loyola Corners specific plan. This is necessary to create a thriving neighborhood hub.
- Program 2B, creating an in-lieu fee and a commercial linkage fee so that we can bring our City in line with other cities and also so that we have funding for affordable housing in the future.
- Program 2D regarding streamlining of ADUs. We applaud the decision to hire additional staff for this purpose.

Further considerations:

1. We advocated for and enthusiastically support *Program 1.B: To continue to facilitate housing in the CT District, the City will remove the density maximum and increase the height allowed in the CT District.* Because the housing plan is relying heavily on the CT District, for almost 500 new units in addition to the pipeline, **we urge the City to clarify the height increase, by stating clearly that the City will increase the height allowance to permit at least one more story than is currently allowed.** That would allow five story buildings before a Density Bonus, and six story buildings after a density bonus. As the Draft Housing Element states, this change would align Los

Altos' development with the buildings being built in neighboring cities along the El Camino corridor.

2. All of the arguments about increasing allowable height in the CT District also apply to the Sherwood Triangle area - the CN District bound by Sherwood Avenue, El Camino Real and San Antonio Road. It is along the El Camino corridor; the City is proposing to allow more height in neighboring CT parcels; and the new mixed use district just across El Camino in Mountain View allows six story buildings and even higher ones. The city has long wanted to see development in the Sherwood Triangle, evidenced by the fact that 19 parcels in Sherwood Triangle were included in 5th Cycle Housing Element Site Inventory, all of them holdovers from the 4th Cycle Site Inventory. Currently, base zoning in the Sherwood Triangle allows two stories with the first being commercial, or a very tight three stories squeezed into 30 feet of height. These constraints, out of step with the surrounding area, are development constraints. Only one project was approved in Sherwood Triangle during this cycle.

To facilitate development in the Sherwood Triangle, **we urge the City to increase the allowable height in Sherwood Triangle to allow three stories (four stories with a density bonus).**

Moreover, for parcels not fronting El Camino or San Antonio, the City should allow all-residential buildings, as the interior parcels are not ideal for commercial use. Relaxing the zoning in this way could induce owners to build, as we've heard from at least one developer.¹ The city should also consider lot consolidation in this area as there is fragmented ownership and some small lots.

3. We are delighted to see one of our favorite proposals, housing on city-owned parking plazas, in Program 1H. **The Housing Element Site Inventory projects 138 units of housing on the parking plazas, and we urge the city to make a firm commitment to developing all 138 units.** We do not advocate developing all of the parking plazas for housing, and we do not believe it is necessary to choose which or how many parking plazas will be developed before the City adopts the Housing Element. However, regarding economies of scale, it perhaps makes sense to locate these 138 units on two parcels, instead of dividing the units over, say, six parcels.
4. We also believe that the Housing Element should commit to specific action steps regarding parking analysis. *Program 3.A: Prepare a Downtown parking plan and update parking requirements* is vague, and we know that HCD favors specificity and time limits. **The Housing Element should commit to a parking restriping program and an in-lieu parking option by the end of 2023. It should also commit to creating lower parking requirements for smaller units by the end of 2024, as well as assessing the parking usage at existing multi-family buildings and amending the requirements based on those findings.**

¹ Mircea Voskerician

Overall, the draft Housing Element for the 6th cycle is very promising, and we are excited about how the proposed programs will affect the direction of housing and development in our city.

Respectfully,
The Los Altos Affordable Housing Alliance Steering Committee

Los Altos Affordable Housing Alliance
Committed to educating and inspiring the Los Altos community to build housing that is affordable for those who live and work in Los Altos
<https://losaltosaffordablehousing.org/>

From: [Elaine Haight](#)
To: [Public Comment](#)
Cc: [REDACTED]
Subject: Housing Element
Date: Thursday, July 7, 2022 9:57:43 AM

Dear Mayor Enander and Members of the City Council,

Thank you very much for your draft housing element. It shows that you are taking this legal process seriously, and that you truly intend to add to the very limited housing stock here in Los Altos. I am writing to address your intention to emphasize alternative transportation in your Housing Element.

It would be great if you state have **concrete changes** that would make the use of alternative transportation more desirable and convenient in Los Altos. As you probably know, people around here ride expensive bikes and bike theives are rampant. Here are some measures that would encourage cyclists to use their bikes for everyday transportation:

1) Every time there is a “happening” in downtown, there should be a bike valet where the bikes could be parked and watched. Greentown provided this service for a Los Altos fair last year, and the Silicon Valley Bicycle Coalition does it regularly for other venues. Note that it is not helpful to offer a bike valet if you don’t advertise it prominently on any and all promotional materials. People will not ride their bikes to a venue if you don’t tell them upfront that there will be a safe place to park them.

2) Any new multi-family housing development must have a highly secure bike room designed into it from the start. Bike rooms are difficult to find convenient space for, and tricky to secure after the building has been built. These rooms are obviously huge targets for bike thieves. A bike room where residents can secure their bikes must be constructed at the time that the building is constructed.

3) Charge for parking spaces in multi-family housing developments. The family decision to use a second car vs. a bicycle must have an economic price to it. If neighbors are afraid that too many cars will park overnight on city streets for free, then a neighborhood parking permit plan can be put in place.

I’m sure you understand that the more cars Los Altos accomodates (or requires parking for), the fewer housing units the city can provide. Los Altos is a wonderful place for bicycles, and with a little planning we can take advantage of this fact to allow more people to live here. Please add to the housing element a **commitment to specific measures** that encourage residents, workers and visitors to use alternative transportation.

Sincerely,
-Elaine Haight, Lisa Court, Los Altos



PUBLIC CORRESPONDENCE

The following is public correspondence received by the City Clerk’s Office after the posting of the original agenda. Individual contact information has been redacted for privacy. This may *not* be a comprehensive collection of the public correspondence, but staff makes its best effort to include all correspondence received to date.

To send correspondence to the City Council, on matters listed on the agenda please email PublicComment@losaltosca.gov

From: [Roberta Phillips](#)
To: [Public Comment](#); [City Council](#)
Subject: Public Comment Housing Element July 12 Item #7
Date: Saturday, July 9, 2022 10:10:12 AM

Dear Council Members

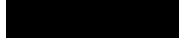
I disagree with a section I found in the draft for HCD in the Housing Element document. The City Council should have the decision making power to approve or disapprove housing projects. You are the elected officials. The Planning Commission and Staff are not. I understand that you are trying to speed up the process, but most delays are caused by incomplete applications from developers. They do not make requested changes by the Commission nor Peer review. It is only when Council gets involved that needed modifications are made or negotiated.

Also the idea of consolidating Planning Commission with Design review is not wise. In the past, the Planning Commission has had so much on their plate that when they were responsible for transportation, they did not have the bandwidth to address the issues. Putting more on their plate will slow things down.

Please see the section that I am referring to below.

It appears that this might be a power grab on the part of the Planning Commission and the Planning Department to take away the decision making power from the City Council and give the power to themselves. It is very bad optics.

Sincerely
Roberta Phillips



30	Consolidate the Design Review Commission and Planning Commission into one body. Modify design review process so Council serves only as the decision-making authority for appeal of design review decisions. Eliminate requirement for story poles
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From: [Pat and Jerry Brodkey](#)
To: [Public Comment](#)
Cc: [REDACTED]
Subject: Agenda Item 7, July 12, 2022
Date: Saturday, July 9, 2022 11:40:34 AM

Dear Mayor Enander and Members of the City Council,
Congratulations to all who have worked so hard on the Housing Element.
I am so pleased to see as a city we are willing to change to make our town an even better place. The plans to develop in the downtown area with the parking plaza and development along San Antonio are outstanding.

Change can be difficult and it is great that as a community we are willing to step up and do our part to increase the supply of housing.

All the best,

Pat Brodkey
120 Los Altos Ave
28 year resident

From: [Pat Marriot](#)
To: [Public Comment](#)
Subject: PUBLIC COMMENT ITEM 7 JULY 12, 2022 HOUSING ELEMENT UPDATE
Date: Saturday, July 9, 2022 5:41:19 PM

Council Members:

PDF page 30 and page 173 Program 3.H: Amend design review process and requirements.

The City’s Design Review Commission and Planning Commission had previously been consolidated into one commission, which was again separated into two commissions in recent years.

I think this is an error. It was the Planning & Transportation Commission that was split a few years ago.

The City will consolidate the Design Review Commission and Planning Commission into one body comprised of a maximum of seven appointed residents.

This is a bad idea if the consultants really mean the Design Review Commission. Reviewing single-family homes is quite different from reviewing multifamily, mixed use, commercial. Different criteria. Planning Commission has to consider many more complicated issues.

The City’s design review process and applicability thresholds will be modified so that City Council serves only as the decision-making authority for appeal of design review decisions.

Another bad idea. Council has learned a lot regarding SB35 and understands the need to use only OBJECTIVE standards. The Planning Commission is a group of residents that makes recommendations to Council. I want my elected representatives involved in reviewing major projects, not just looking at appeals.

Pat Marriott Los Altos

From: [Roberta Phillips](#)
To: [City Council](#); [Public Comment](#)
Subject: Housing Element Council meeting July 12.2022
Date: Sunday, July 10, 2022 10:36:00 AM

Dear Council Members

I was reading the draft for Tuesday's meeting and found an error.

The report says:

Program 3.H: Amend design review process and requirements. The City’s Design Review Commission and Planning Commission had previously been consolidated into one commission, which was again separated into two commissions in recent years. The current structure of the Design Review Commission is a five-person body appointed by the City Council, while the Planning Commission is a seven-person body. Recent changes in State law drastically reduced the Design Review Commission’s purview, and the City’s well developed objective design standards for a variety of development types (adopted in 2021) effectively created an Administrative Design Review that has been well implemented by City staff. The City will consolidate the Design Review Commission and Planning Commission into one body comprised of a maximum of seven appointed residents. The City’s design review process and applicability thresholds will be modified so that City Council serves only as the decision-making authority for appeal of design review decisions. Additionally, housing developments and emergency shelters will only be subject to objective design standards consistent with State law, and the requirement for the installation of story poles will be eliminated"

This is factually incorrect

The Planning Commission and Design Review Commission were never joined as one and then separated out. The Planning Commission was once the Planning and Transportation Commission, but then the transportation part was separated out and the Complete Streets Commission was formed. Council made that decision with the Planning Commissions as the planning Commission did not pay attention and were happy to get it off their plate.

Factually incorrect statements do not belong in the report.

It is a bad idea to join the Planning and Design review Commission into one Commission and restrict City Council from reviewing proposed buildings . City Council are elected officials . They need to maintain responsibility and accountability.

From: [Pamela Schreiber](#)
To: [Public Comment](#)
Subject: Fw: Public Comment Agenda Item # 7 for meeting 7/12/2022 2100 Woods Lane Los Altos Parcel 1, APN 34204078 Parcel 2, APN 34204089
Date: Sunday, July 10, 2022 8:00:03 PM

Dear Council,

I would like to respectfully provide feedback on the proposed development which is in proximity to the Toyon Farm community. My husband and I have been resident homeowners at Toyon Farm for over 15 years. It is a wonderful place to live for many reasons. One key reason is the community and land has been well cared for. I have grave concerns in the push to build more dwellings that this would negatively impact those of us who call Toyon Farm home. Please see a list of concerns below as it relates to these parcels of land. I stand with our neighbors in raising these concerns.

1. Parcel 1, APN 34204078, has a lot size of 1.12 acres, with a maximum 5 units and a realistic number of 1 unit. This is the smallest parcel close to 280. It has no ingress or egress and is at the back of parcel 2 (APN 34204089).

2. Parcel 2, APN 34204089, has a lot size of 7.97 acres, with a maximum 35 units and a realistic number of 10 units. Parcel 2 has a riparian watershed through the center of the property, 2 dams and the Woods Lane road. The Woods Lane road is the only ingress and egress for Toyon Farm residents living on Woods Lane, Citation Drive and for the 2100 Woods Lane property.

The concerns expressed by residents for Parcel 2 (APN 34204089) include:

1. Future development of the riparian watershed area has to be approved by the SF Bay Water Quality Board, CA Fish and Wildlife and US Army Corps of Engineers.
2. Toyon Farm could be flooded if the 2 dams are removed, damaged or blocked during development. The 2 dams serve as reservoirs to protect TFHOA property and homes on Woods Lane and Farm Road from flooding during heavy rains. It is also questionable if the 2 dams could hold back the additional run-off water from any new development upstream.
3. An increase in Woods Lane traffic will impact Toyon Farm residents, visitors, pedestrians, bikers and vehicular traffic. This is a safety issue as there are no sidewalks and residents of Toyon Farm enjoy walking in the wooded areas and along the roads that were never designed to carry frequent car traffic.
4. Woods Lane is a narrow and winding private lane. It is an ingress and egress for Toyon residents living on Woods Lane and Citation Drive and the only ingress and egress to the 2100 Woods Lane property. It is bounded by a steep hill and on the other side by vegetation and water/pond
5. Woods Lane may not be able to safely accommodate an increase in traffic from Toyon Farm and a development on the 2100 Woods Lane property during an emergency or wildfire.

Thank you so very much for considering these issues. Toyon Farm is our home and one that we want to live in for a long time to come.

Pamela Schreiber-Carey

Pamela Schreiber-Carey



July, 2022

Mayor Enander and Members of the City Council
City of Los Altos
1 N. San Antonio Road
Los Altos, CA 94022

Re: Agenda Item #7 – Sixth Cycle Housing Element, Council Meeting July 12th

Dear Mayor Enander and Members of the City Council:

The League continues to support a comprehensive plan to address housing that follows State law, and we thank the Staff and LWC for a Draft Housing Element that provides bold steps towards a compliant Housing Element. We appreciate Staff providing street addresses along with APN#s as these are easier for the public to understand. That said, we have some major concerns.

First, we would like the downtown parking plazas to be identified with their Lot numbers as they are in the Downtown Vision. Second, although we are pleased to see that a large buffer has been proposed, we think this buffer could rapidly disappear if the recommended rezonings and programs are not put in place.

In addition, many sites listed are unlikely to be developed. For example, all the downtown parking plazas are listed; it is unrealistic to think that all will be developed with housing as the City will want to retain some surface parking and one parcel has already been designated for a potential theater. Therefore, the projected number of units on each lot is unrealistic. However, perhaps the total projected number for all the lots (138) could be a goal for one or two of the lots, better explained as part of Program 1.H. Also, for any of these sites to be attractive to affordable housing developers, as is discussed in Programs, the density/height must be increased, and the City will need to provide financial resources.

Other sites such as Draegers have been recently remodeled, making it unlikely they will be developed with housing during the next Housing Element cycle. Spokespeople for the two churches designated have stated they have no interest in building housing. Foothill Crossing, projected for 80 units, recently signed a long-term lease with a major new tenant and has expressed no interest. We suggest that these sites and others be more vigorously vetted before they are included in the site inventory.

We applaud many of the programs. We especially like Program 1.H with its specific timeline for developing affordable housing on at least one downtown parking plaza. But without some City financing and upzoning, this program is unrealistic.

Another program the City should include is an Affordable Housing Overlay Zone for the downtown parking lots as well as other areas of the City. The City should meet with developers to see what needs to be included in order to encourage housing, i.e., height, density, fees, setbacks, etc.)

We also commend the following programs: 1.B re the CT District, 1.C re the OA District, 1.E re Loyola Corners and 1.F re Village Court. However, we would like to see specifics, such as allow an additional story, rather than “increase building heights” (1.B), and, again, specific proposed modifications for density and height (1.E).

Program 1.I to incentivize Downtown lot consolidation is also commendable, and we recommend that lot consolidation be encouraged for other areas such as Sherwood Triangle., but there is a lack of commitment to measurable success criteria. This program and others should have metrics-based objectives.

We have long advocated that the City adopt a commercial linkage fee as envisioned by an enabling ordinance adopted four years ago (Muni Code 3.49.070, Ord. No. 2018-444), but don’t understand why this should take till the end of 2025. Re ADUs, we strongly support providing permit ready standard ADU plans (2.D), but don’t like the verbiage “consider permit fee waivers...”as once again this reflects a lack of commitment.

All the programs listed under Goal 3 to Remove constraints to the development of housing should be included, but we especially recommend updating the parking requirements (3.A) and Amending design review process (3.H). Some specific changes to parking requirements could be promised in the Housing Element based upon the draft parking ordinance approved by the Planning Commission in 2018, such as reducing the width of parking spaces, and lane dimensions, creating a program with in-lieu parking fees, along with reducing parking for senior and deed-restricted units, and specific requirements for buildings with mechanical lifts. A parking in-lieu fee program would allow development on smaller lots downtown where the owners cannot provide the required parking on site and would generate funds to expand and enhance the parking supply. The Design Review process will be improved by eliminating the DRC as a separate body and by eliminating story poles and ensuring that all design standards are objective. Programs 3.B and 3.C are necessary for some of the sites listed in the inventory to be developed.

Program 5.B re the City’s contract with Alta Housing should be updated to reflect the recent Council discussion with Alta and the possibility that another administrative agency might be retained at the end of Alta’s contract next year.

Finally, we would urge the City to commit to providing some safe parking for vehicle-dwellers, whether on City-owned property or by working with faith-based institutions. As the Housing Element notes, several of the churches have large parking lots; these are being used for safe parking in other nearby communities.

In summary, we hope all the programs proposed in the Draft Housing Element will be adopted with some additions and changes to make the programs and timelines more specific.

(Please send any questions about this email to [REDACTED])

Karin Bricker, President LWV of Los Altos/Mountain View Area
Cc: Gabe Engeland. Nick Zornes Angel Rodriguez

From: [Monica Waldman](#)
To: [Public Comment](#)
Subject: [External Sender]PUBLIC COMMENT AGENDA ITEM 7 for 7/12/22
Date: Monday, July 11, 2022 11:23:59 AM

Dear Mayor Enander and Members of the City Council,

I have some concerns about the Public Review Draft of the 6th Cycle Housing Element 2023-2031 by Lisa Wise Consulting, Inc. to be discussed during the 7/12/22 meeting:

1. Some verbiage placed into the draft as nice to have:

-Page 30-34 “Goal 4: Create housing opportunities for people with special needs” Includes many programs with “Funding Source: General Fund.” Los Altos has a smaller tax base than neighboring cities such as Mountain View and Palo Alto, where is the money from the “General Fund” going to come from to fund these programs?

-Page 29 “The Zoning Code will also be amended to allow large residential care facilities (seven or more persons) in all residential zones without discretionary review (i.e., subject only to objective standards). Residential care facilities will not be limited to individuals of 60 years of age or over, and a barrier-free definition of “family” that encompasses unrelated individuals living together as a single residential unit will be added consistent with State law.”

I had a family member in a residential care facility with more than six individuals living in a house in a residential portion of Menlo Park. The facility created excess cars on the street belonging to staff and visitors which included family, friends, delivery vehicles and County staff. Occasionally residents exited the facility, causing police intervention and lock downs of nearby homes. I ask that Los Altos not allow large facilities, often run by private equity firms (<https://middlemarketgrowth.org/the-round-alcohol-and-drug-treatment-centers-draw-private-equity-backing/>), to be permitted in residential areas.

-Page 31 says “The Zoning Code does not address low barrier navigation centers (LBNCs), defined as Housing First, low-barrier, service enriched shelters focused on moving people into permanent housing that provide temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing (Government Code §65660). State law requires LBNCs to be permitted by-right in areas zoned for mixed-use and nonresidential zones permitting multifamily uses provided they satisfying the provisions established by AB 101 (see Government Code §65662). This would allow LBNCs in the CD/R3, CN, CD, CRS, CT, and CRS-OAD districts. The City will amend its Zoning Code to explicitly allow LBNCs as provided by State law.”

Government Code §65662 (<https://law.justia.com/codes/california/2020/code-gov/title-7/division-1/chapter-3/article-12/section-65662/>) says “A local jurisdiction shall permit a Low Barrier Navigation Center development provided that it meets the following requirements:
(a) It offers services to connect people to permanent housing through a services plan that identifies services staffing. [...]”

At this time Los Altos does not have any Low Barrier Navigation Center(s) nor do we have a plan to offer services to connect people to permanent housing. The suggestion should be taken out of the Housing Element.

-Page 165 says “State law requires local governments to treat licensed residential care facilities (sometimes called group homes) with six or fewer residents as a residential use and subject to the same development standards as a single-family dwelling. Furthermore, no conditional use permit, zoning variance, or other zoning clearance shall be required of a residential facility that serves six or fewer persons that is not required of a family dwelling of the same type in the same zone. The residents and operators of a residential care facility shall be considered a family for the purposes of any law or zoning ordinance that relates to the residential use of property. However, “six or fewer persons” does not include the operator, operator’s family, or persons employed as staff.

No State law is cited. Please have the document updated to include the State law we need to comply with.

2. ADUs

Page 23-24 If the City is serious and wants to encourage ADUs than the City’s ADU rules should be revisited:

2A The Los Altos ADU regulations include “a detached ADU that does not exceed eight hundred fifty (850) square feet in size nor sixteen (16) feet in height” (https://www.losaltosca.gov/sites/default/files/fileattachments/community_development/page/49094/accessory_dwelling_unit_handout_12.29.21.pdf) should be revisited to allow for taller ADUs built on top of detached garages and other dwelling units.

2B Gas is a less expensive energy choice than electric. Exempting ADUs from the REACH codes and allowing gas cooking, heating and appliance options would help low income residents who want to rent ADUs in our community. Update Goal 7 on page 136 to echo this.

2C Allow exemptions to ADU height requirements for homes with detached garages less than 10 feet from the property line.

Page 119-120 If the City really wants to encourage and streamline the review process for ADUs, they should loosen the rules governing ADU building before January 2027. Waiving fees and “local financing programs for ADUs, etc.” are not going to create more ADUs in Los Altos.

Monica Waldman
Los Altos Resident



PUBLIC CORRESPONDENCE

The following is public correspondence received by the City Clerk’s Office after the posting of the original agenda. Individual contact information has been redacted for privacy. This may *not* be a comprehensive collection of the public correspondence, but staff makes its best effort to include all correspondence received to date.

To send correspondence to the City Council, on matters listed on the agenda please email PublicComment@losaltosca.gov

From: [Kim Stewart](#)
To: [Public Comment](#)
Subject: Public Comment Agenda Item 7 Meeting Data 7-12-22
Date: Tuesday, July 12, 2022 1:13:25 PM

To Whom It May Concern: I am a resident at 51 Woods Lane at Toyon Farm in Los Altos and have been a resident here for over 15 years.

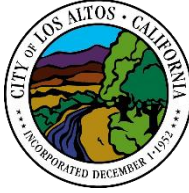
I bought my home as my sole investment to build equity over the years.

I selected this property for it's woodsy parkllike feel. If there were to be development at the end of Woods all of that appeal to my property and assets will be devalued which I've worked so hard on (remodeled twice) to keep up to ensure top property value. All of this will be taken away from me if there is development behind my house.

To have constant traffic up and down the road will bring a lot of noise nuisance and will ruin the atmosphere here which I've enjoyed for all these years and will force me to have to move somewhere to enjoy the same level of quietude. And I'll probably lose a lot of my equity by selling with this pending development, no one will buy my unit, another problem it itself.

Sincerely,

Kim Stewart



AGENDA REPORT SUMMARY

Meeting Date: 7/12/22

Subject **Designation of Voting Delegate and Alternate:** Appoint a Voting Delegate and an Alternate to participate at the League of CA Cities Annual Business meeting (A. Rodriguez)

Prepared by: Angel Rodriguez, Interim City Clerk
Reviewed by: Jon Maginot, Assistant City Manager
Approved by: Gabriel Engeland, City Manager

Attachment(s):
1. League of CA Cities Annual Business meeting details

Initiated by:
Staff

Previous Council Consideration:
These are annual appointments.

Fiscal Impact:
The following action will cost \$650 for registration plus travel expenses such as air ticket, hotel, and transportation too and from the airport. These costs are already included in the FY 22/23 approved budget.

Environmental Review:
Not applicable

Policy Question(s) for Council Consideration:

- Whom does the Council wish to appoint as the voting delegate and an alternate to participate at the League of CA Cities Annual Business meeting?

Summary:

- The City Council makes this appointment annually so that the City of Los Altos can have representation when considering and acting on resolutions that establish Cal Cities policies.
- Staff has no process in determining these appointments.



Staff Recommendation:

Appoint a Voting Delegate and an Alternate to participate at the League of CA Cities Annual Business meeting.



Council Action Advised by August 31, 2022

DATE: June 1, 2022

TO: City Managers and City Clerks

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference & Expo – September 7-9, 2022**

Cal Cities 2022 Annual Conference & Expo is scheduled for September 7-9, 2022 in Long Beach. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly) on Friday, September 9. At this meeting, Cal Cities membership considers and acts on resolutions that establish Cal Cities policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to Cal Cities office no later than Friday, September 2. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please view Cal Cities' [event and meeting policy](#) in advance of the conference.

- **Action by Council Required.** Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration will open by June 1 on the [Cal Cities](#) website. In order to cast a vote, at least one voter must be present at the Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.



- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but *only* between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.
- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Long Beach Convention Center, will be open at the following times: Wednesday, September 7, 8:00 a.m. – 6:00 p.m.; Thursday, September 8, 7:00 a.m. – 4:00 p.m.; and Friday, September 9, 7:30 a.m.–12:30 p.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to Cal Cities office by Friday, September 2. If you have questions, please call Darla Yacub at (916) 658-8254.

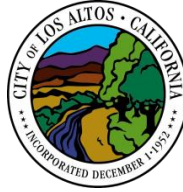
Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form



Annual Conference Voting Procedures

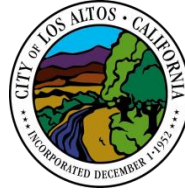
1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



City of Los Altos 2022 Tentative Council Agenda Calendar
July 1, 2022

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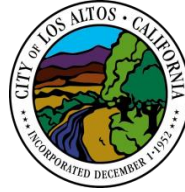
Date	Agenda Item (Date identified by Council)	Agenda Section (Consent, Discussion Item - note in red if Public Hearing)	Dept/ Date of request to add.
July 12, 2022	Reach Codes Study Session with Subcommittee	Study Session	Aida
July 12, 2022 6/21/2022 PH language due to Clerk <u>6/27/2022 Reports due to City Manager at</u> 6/30/2022 Reports due City Clerk 7/6/2022 Presentations Due to E Team	REGULAR COUNCIL MEETING		
	Teamsters MOU	Consent	Irene
	Housing Element	Discussion	Nick
	Award the CIPP Corrosion Rehabilitation Safety Project	Consent	Aida
	Award the on call spot repairs and CCTV Inspection Services	Consent	Aida
	<i>Contract Amendment with Traffic Patterns- TBD</i>	Consent	Marisa
	League of CA Cities Voting delegate and alternate appointment	Discussion	Angel R
	Project Acceptance of the First Street Resurfacing Project	Consent	Harun
	Emergency Declaration Resolution	Consent	Jon M
	Public Art Purchases: T2 and Midnight Stomp Series	Consent	Jon M
August 23, 2022 8/2/2022 PH language due to Clerk	REGULAR COUNCIL MEETING		
	4350 El Camino Real	Public Hearing???	
	5150 El Camino Real	Public Hearing???	



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 July 1, 2022

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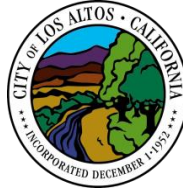
Date	Agenda Item (Date identified by Council)	Agenda Section (Consent, Discussion Item - note in red if Public Hearing)	Dept.
8/8/2022 Reports due to City Manager at 8/12/2022 Reports due City Clerk 8/17/2022 Presentations Due to E Team	Complete Streets Master Plan AB 481	Consent	Marisa
August 30, 2022	Commission Interviews		
September 6, 2022 8/16/2022 PH language due to Clerk 8/22/2022 Reports due to City Manager at	REGULAR COUNCIL MEETING Sewer Treatment Plant Amendment	Consent	



City of Los Altos Tentative Council Agenda Calendar
 July 1, 2022

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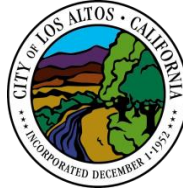
Date	Agenda Item (Date identified by Council)	Agenda Section (Consent, Discussion Item - note in red if Public Hearing)	Dept.
<p>8/26/2022 Reports due City Clerk</p> <p>8/31/2022 Presentations Due to E Team</p>			
<p>September 20, 2022* 8/30/2022 PH language due to Clerk</p> <p><u>9/2/2022 Reports due to City Manager at</u></p> <p>9/9//2022 Reports due City Clerk</p> <p>8/31/2022 Presentations Due to E Team</p>	<p>Year End tentative report – September (if needed)</p> <p>REGULAR COUNCIL MEETING</p>		
<p>October 11, 2022</p>	<p>REGULAR COUNCIL MEETING</p>		



City of Los Altos Tentative Council Agenda Calendar
 July 1, 2022

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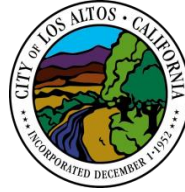
Date	Agenda Item (Date identified by Council)	Agenda Section (Consent, Discussion Item - note in red if Public Hearing)	Dept.
<p>9/2/2022 PH language due to Clerk</p> <p><u>9/26/2022 Reports due to City Manager at</u></p> <p>9/30/2022 Reports due City Clerk</p> <p>10/5/2022 Presentations Due to E Team</p>			
<p>October 25, 2022</p> <p>10/4/2022 PH language due to Clerk</p> <p><u>10/10/2022 Reports due to City Manager at</u></p>	REGULAR COUNCIL MEETING		



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 July 1, 2022

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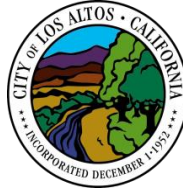
Date	Agenda Item (Date identified by Council)	Agenda Section (Consent, Discussion Item - note in red if Public Hearing)	Dept.
<p>120/14/2022 Reports due City Clerk</p> <p>10/19/2022 Presentations Due to E Team</p>			
<p>November 1, 2021</p>	<p>Joint w/Commissions</p>		
<p>November 15, 2022 * 10/25/2022 PH language due to Clerk</p> <p>10/31/2022 Reports due to City Manager at</p> <p>11/4//2022 Reports due City Clerk</p>	<p>1st Quarter report FY 2021/2022</p> <p>REGULAR COUNCIL MEETING</p>		



City of Los Altos Tentative Council Agenda Calendar
 July 1, 2022

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Date	Agenda Item (Date identified by Council)	Agenda Section (Consent, Discussion Item - note in red if Public Hearing)	Dept.
11/9/2022 Presentations Due to E Team			
November 29, 2022 11/08/2022 PH language due to Clerk 11/14/2022 Reports due to City Manager at 11/18/2022 Reports due City Clerk 11/23/2022 Presentations Due to E Team	REGULAR COUNCIL MEETING		
December 6, 2022 11/15/2022 PH language due to Clerk	CAFR and Year End – 1st meeting December		

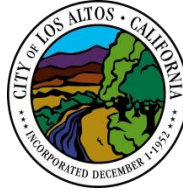


City of Los Altos Tentative Council Agenda Calendar
 July 1, 2022

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Date	Agenda Item (Date identified by Council)	Agenda Section (Consent, Discussion Item - note in red if Public Hearing)	Dept.
<u>11/21/2022 Reports due to City Manager at</u> 11/28/2022 Reports due City Clerk 11/30/2022 Presentations Due to E Team			
December 13, 2022	Special meeting REORG.		

Future Agenda Topics To Be Scheduled....



City of Los Altos Tentative Council Agenda Calendar
 July 1, 2022

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Date	Agenda Item (Date identified by Council)	Agenda Section (Consent, Discussion Item - note in red if Public Hearing)	Dept.
	Proposed City policy that modifies the environmental analysis standard for circulation impacts from a Level of Service (LOS) analysis to a Vehicle Miles Traveled (VMT) analysis.	Public Hearing	
	info on Cuesta speed tables		
	League of California Cities – Role and Representation	Presentati on/Discu ssion	Council Initiated
	Subcommittee on Grants		NF 03.25.2022
	Comprehensive multi-modal traffic study (analysis of recent projects projected parking, trip generation, & traffic impacts to actuals; ECR impacts should include adjacent streets)		ES
	Reach Code 2.0		
	Boards and Commission Process /Survey use		
	PCI Report		
	Complete Streets Master Plan		
	Discussion “Ceding Time” at meeting		
	Flag Raising Policy		
	Contributions to non-profits policy		
	Funding mechanisms for housing and housing programs		