



ENVIRONMENTAL COMMISSION MEETING AGENDA

6:00 PM - Wednesday, May 14, 2025

Via Video Conference and In Person

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

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

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

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

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

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

Public comment cannot be taken via Zoom or telephone.

AGENDA

ESTABLISH QUORUM

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

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

ITEMS FOR CONSIDERATION/ACTION

- 1. Meeting Minutes:** Approve minutes of the regular meeting of April 9, 2025.

DISCUSSION ITEMS

- [2.](#) **Urban Forest and Ecosystem Health:** Working pair to report out on updates and request feedback from commission.
- [3.](#) **Residential Building Electrification Updates:** Subcommittee and City Staff will provide an update and solicit feedback from the commission.

COMMISSIONERS' REPORTS AND COMMENTS

- [4.](#) **Reports from Council Meetings**
- [5.](#) **Roundtable Progress Updates**

STAFF UPDATES

POTENTIAL FUTURE AGENDA ITEMS

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

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

Agendas, Staff Reports and some associated documents for the Environmental Commission items may be viewed on the Internet at <http://losaltosca.gov/meetings>.

DRAFT MINUTES OF THE MEETING OF THE ENVIRONMENTAL COMMISSION OF
THE CITY OF LOS ALTOS, HELD ON WEDNESDAY, APRIL 9, 2025, AT 6:00 P.M. IN
PERSON AND TELECONFERENCE

ESTABLISHING QUORUM

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

ABSENT: None

ATTENDEES: Tania Katbi (Management Analyst II)

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

SPECIAL PRESENTATION

1. **Special Presentation:**
Ted Reiff, Founder of the ReUse People, Ankur Sole, owner of Marcan Enterprise and Certified Deconstruction contractor, and Raashina Humayun, Los Altos Resident and Environmental Commissioner gave a presentation on deconstruction followed by Q&A from the commission.

ITEMS FOR CONSIDERATION/ACTION

2. **Environmental Commission Minutes**
Approved minutes of the March 12, 2025, meeting.

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

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

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

NOES: None

ABSENT: None

DISCUSSION ITEMS

3. **Deconstruction Ordinance**
The Chair presented the deconstruction process, followed by a discussion. The commission recommended to continue researching deconstruction, determine whether to pursue an ordinance or incentives, and revisit the topic at a future meeting.
4. **Living Electric Event**
The Vice Chair shared details of the event followed by discussion.
5. **SB 1046 – Pre checkout Bags**

Additional information was presented by staff and discussed with the commission. The commission recommended that action on updating the ordinance be deferred.

COMMISSIONERS' REPORTS AND COMMENTS

Commissioners shared updates from Council meetings and provided updates.

Group	Topic	Commissioner
Ad-hoc Subcommittee	Residential Home Electrification	Weiden, Hecht, Nee
Working Pair	Urban Forest	Lu, van Reis
Individual Work	Electrification Event	van Reis
Individual Work	Transportation	Humayun
Individual Work	Deconstruction	Humayun
Commission Liaisons	Planning	Humayun
Commission Liaisons	CSC	Humayun

STAFF UPDATES

Staff shared updates with the commission.

POTENTIAL FUTURE AGENDA ITEMS

1. SVCE Update
2. CAL Water Update
3. GHG Inventory Follow-up
4. SVCE Full-Service Program Presentation
5. SVCE Update
6. CAL Water Update
7. GHG Inventory Follow-up
8. GreenTown Interns (June)
9. Deconstruction (May/June)
10. Electrification Subcommittee (May/June)
11. Urban Forest (May)
12. Workplan Update

ADJOURNMENT

Chair Humayan adjourned the meeting at 8:23 pm.

Urban Forest & Ecosystem Restoration Plan Working Pair Update

City of Los Altos Environmental Commission

May 14th, 2025

Overarching Goal

Help Los Altos work with natural systems by having sufficient habitat for all inhabitants — trees, humans, fish, birds, bugs, etc. — to thrive

Risks Being Mitigated

- Wildfires
- Air Pollution
- Heatwaves
- Flooding
- Mass Plant and Animal Species Die-Off
from Pathogens or Invasive Pests

Proposed Clerical Pathway

- Analysis of Current Urban Canopy
- RFP for the Development and Implementation of an Urban Forest + Ecosystem Restoration Plan

Objectives For Discussion

- Comprehensive resident guidance for habitat health
 - Updated standards for street tree care and needs
 - Defensible space and city planning guidance to mitigate wildfire risk
-
- Creek restoration
 - Land use rezoning to maintain or strengthen important habitat pathways
 - Native and climate-ready plant resource program
 - Partnerships with neighboring cities to identify and support their habitat goals

Some Considerations

- Allowing space for experimental interventions helps us learn
- Solutions should be adjustable to meet changing conditions
- Identifying incremental milestones can help build up to meet tougher challenges
- Soil and water are the foundations of life
- Connected, vertically heterogenous habitats allow more species to fill a niche^{1 2}, which boosts resilience³
- Principles for robust governance institutions for localized resources: analytic deliberation, nesting, and institutional variety⁴

¹Bae, S., Müller, J., Lee, D., Vierling, K. T., Vogeler, J. C., Vierling, L. A., Hudak, A. T., Latifi, H., & Thorn, S. (2018). Taxonomic, functional, and phylogenetic diversity of bird assemblages are oppositely associated to productivity and heterogeneity in temperate forests. *Remote Sensing of Environment*, 215, 145–156. <https://doi.org/10.1016/j.rse.2018.05.031>

²Walsh, L. L., & Tucker, P. K. (2020). Isotopic niche breadth of a generalist mesopredator increases with habitat heterogeneity across its range. *Ecosphere* (Washington, D.C), 11(12). <https://doi.org/10.1002/ecs2.3314>

³Williams, R. J., Purves, D. W., & Huisman, J. (2011). The probabilistic niche model reveals substantial variation in the niche structure of empirical food webs. *Ecology* (Durham), 92(9), 1849–1857. <https://doi.org/10.1890/11-0200.1>

⁴Dietz, T., Ostrom, E., & Stern, P. C. (2003). The Struggle to Govern the Commons. *Science (American Association for the Advancement of Science)*, 302(5652), 1907–1912. <https://doi.org/10.1126/science.1091015>

Discussion

Electrification Subcommittee Update

Environmental Commission | May 14, 2025

Building Electrification – Subcommittee Objectives

Support and accelerate building electrification in Los Altos in alignment with CAAP through:

- Policy
- Incentives
- Community Engagement

Policy: Ordinances & Guidelines

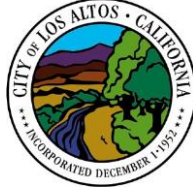
•Review policies from neighboring and other CA cities	In process
•Align local ordinances with BAAQMD goals	In process
•Evaluate/Adopt a model SVCE electrification REACH code	AB 306; city risk profile; will look at NOx options
•Require energy audits in City permit applications	

Incentives: Encouraging Electrification

•Research incentive programs in other cities	In process
•Add City-funded bonuses to SVCE rebates	What is material amount?/Pending discussions with other cities
•Explore reducing permit fees for electrification projects	Under investigation
•Consider permitting variances to support electrification	Under investigation
•Expedite permit review for electrification projects	Under investigation
•Support City's RFP for Residential Electrification Support Services	Aligning with SVCE capabilities

Community Engagement: Education & Outreach

•Promote SVCE yard sign campaign	
•Promote free home energy audits	
•Distribute educational materials via Building Department	
•Use City announcements & Town Crier for outreach	
•Host an annual Electrification Fair	
•Educate residents & HVAC contractors on electrification benefits	
•Promote SVCE programs:	Provide link/leads to SVCE via city website
• Go Electric Advisor	
• Emergency Water Heater Replacement	Not available
• Full-Service Home Upgrades	
• On-Bill & Tariff On-Bill Financing	



Meeting Date: January 8, 2025

Subject: Commissioner City Council Assignments

Prepared by: Tania Katbi, Management Analyst II

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

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

Request for approval of the Los Altos Environmental Commission 2025 Work Plan.

Dear City Manager,

We appreciate the opportunity to review the Commission's work plan with Council earlier this year. We would like to submit the Environmental Commission 2025 Work Plan and request Council's formal approval.

The workplan has been updated to accommodate feedback received at the Joint Meeting and has been aligned with City Council Strategic Goals for 2025.

The detailed work plan is attached and an annotated summary is presented below. We would be happy to answer any questions and look forward to receiving guidance from Council.

Best Regards,
Raashina Humayun
Chair, Environmental Commission

EC 2025 Work Plan Priority Level 1

1. Green Community & Climate Risk: Urban Forest Master Plan

- **Goal:** Expand green infrastructure for human and environmental health, and climate risk mitigation.
- **Council Strategic Goal:** Environmental sustainability; Public safety.
- **Projects:**
 - Phase 2: Research and analysis. Canopy analysis, green spaces inventory, fire safety evaluation. **Budget: \$150k.**
 - Phase 3: Develop the master plan. Scope, goals, budget, wildfire prevention strategies. **budget: \$200k.**

2. Energy: Building Electrification

- **Goal:** Reduce or eliminate methane gas use in buildings.
- **Council Strategic Goal:** Environmental sustainability; Public safety.
- **Projects:**
 - Community engagement through education and outreach (Electrification Fair, SVCE incentives, contractor education).
 - Encourage electrification through city-sponsored monetary and non-monetary incentives (**budget: \$70–100k**).
 - Develop policy guidelines and ordinances (track regional policies, REACH codes, NOx ordinances).

EC 2025 Work Plan Priority Level 2

1. Transportation: Walkable & Bikeable City and shared mobility

- **Goal:** Reduce single-occupancy vehicle (SOV) travel.
- **Council Strategic Goal:** Environmental sustainability; Circulation safety/efficiency.
- **Projects:**
 - Incorporate CAAP transportation goals into city plans and proposals.
 - Access community needs and propose community shuttle programs
 - Research neighboring cities and County actions, identify funding partners.

2. Resource Conservation: Deconstruction vs. Demolition

- **Goal:** Promote resource conservation and waste reduction.
- **Council Strategic Goal:** Environmental sustainability.
- **Projects:**
 - Encourage deconstruction to recover reusable building materials and foster a circular economy.
 - Develop incentives and ordinance(s).

EC 2025 Work Plan Priority Level 3

1. Transportation: EV Charging Master Plan

- **Goal:** Electrify transportation.
- **Council Strategic Goal:** Environmental sustainability.
- **Projects:**
 - Review EV charging network efficacy and conduct outreach to assess community needs.
 - Promote EV supply equipment incentives by collaborating with stakeholders.
 - Develop a budget and RFQ to hire a qualified consultant to develop Plan.

2025 Los Altos Environmental Commission Work Plan - Details

Agenda Item 5.

CORE WORKPLAN

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

CAAP Focus Area	Goal	Projects	Anticipated Completion	Priority Source	Status	Assignment	Notes
Energy	<u>Priority Level 1</u> Building Electrification: Reduce or eliminate methane gas use in buildings	Community engagement through education & outreach	Q4 2025	<u>City Council Strategic Goal:</u> Environmental Sustainability, Public Safety CAAP Actions 2.3 & 2.4	Started	<u>Working Pair</u> + Sustainability coordinator	<ul style="list-style-type: none"> • <u>Community engagement through education and outreach</u> <ul style="list-style-type: none"> - Promote SVCE & 3rd party incentives & audits - Educate residents & contractors on electrification benefits - Host annual Electrification Fair • <u>Encourage electrification through city sponsored incentives</u> <ul style="list-style-type: none"> - Monetary incentives for electrification projects - Non-monetary incentives via Planning & Building Divisions - Budget estimate \$70-100k • <u>Policy guidelines and ordinance(s)</u> <ul style="list-style-type: none"> - Track BAAQMD & regional policies - Research REACH codes, NOx ordinance, other options
		Incentive programs to encourage electrification					
		Policy guidelines & ordinances to promote electrification					
Green Community + Climate Risk	<u>Priority Level 1</u> Expand green infrastructure for human & environmental health + Mitigate risk	Develop Urban Forest & Ecosystem Master Plan	Q2 2026	<u>City Council Strategic Goal:</u> Environmental Sustainability, Public Safety CAAP Action 5.2 Supporting CAAP Actions 5.5, 6.1, 6.2	Started	<u>Working Pair</u> + Sustainability coordinator	<ul style="list-style-type: none"> • <u>Phase 1: Tree protection ordinance (enacted in 2022)</u> • <u>Phase 2: Research & Analysis - 2025 budget estimate \$150k</u> <ul style="list-style-type: none"> - Canopy analysis, green spaces inventory - Ecosystem health assessment - Research adaptation and resilience impact & strategies - Evaluate fire safety & wildfire prevention techniques - Reference Santa Clara County Multijurisdictional Hazard Mitigation Plan - Reference Los Altos Safety Element Update • <u>Phase 3: Master Plan development - 2025-26 budget estimate 200k</u> <ul style="list-style-type: none"> - Set goals, scope, budget, based on analysis - Include fire safety and wildfire prevention as a priority - Ensure alignment with County weed abatement guidelines - Identify additional funding sources & grants for implementation - Community engagement - Work with staff & consultant to layout plan • <u>Phase 4: Masterplan implementation (2026-35)</u>
Transportation	<u>Priority Level 2</u> Reduce carbon emissions: reduce single occupancy vehicle (SOV) travel	Promote a Walkable & Bikeable City	Q4 2025	<u>City Council City Council Strategic Goal:</u> Environmental Sustainability, Circulation Safety & Efficiency	Planning	Commissioner Research and outreach	<ul style="list-style-type: none"> • <u>Consider walkability/bikeability & shared mobility in development projects</u> <ul style="list-style-type: none"> - Increase awareness of CAAP transportation goals with CSC and PC - Identify areas of workplan overlap & incorporate CAAP goals - Include SOV travel reduction goals in relevant City Plans - Develop guidelines & proposals to promote SOV free accessibility • <u>Expand on shuttle program laid out in Downtown Vision</u> <ul style="list-style-type: none"> - Assess underserved community needs - Evaluate neighboring city programs - Identify potential funding & implementation partners
	<u>Priority Level 3</u> Reduce carbon emissions: electrify transportation	Plan for Shared Mobility					
	<u>Priority Level 3</u> Reduce carbon emissions: electrify transportation	EV Charging Master Plan	Q4 2025	CAAP Actions 1.1, 1.3 & 1.4	Not started	Ad-hoc Subcommittee + Sustainability coordinator	<ul style="list-style-type: none"> • Review EV Charging network efficacy <ul style="list-style-type: none"> - Outreach to assess community EV charging needs / where more is needed • Identify & Promote EV Supply Equipment incentives - Collaborate with internal & external stakeholders • Estimate budget and outline RFQ to hire a specialist consultant
Resource Conservation	<u>Priority Level 2</u> Resource conservation & Waste reduction	Promote deconstruction rather than demolition in building projects	Q2 2025	<u>City Council Strategic Goal:</u> Environmental Sustainability CAAP Action 3.1C	50% done	Commissioner Research	<ul style="list-style-type: none"> • Deconstruction recovers building materials for reuse, fosters circular economy • Evaluate options for incentives & ordinance • Research future "Design for Disassembly Guidelines"

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

Agenda Item 5.

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