

## 2025 Los Altos Environmental Commission Work Plan

### CORE WORKPLAN

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

CAAP Focus Area	Goal	Projects	Anticipated Completion	Priority Source	Status	Assignment	Notes
Transportation	Electrify Transportation	Review EV Charging network efficacy Propose EV Charging Masterplan Develop EV incentivization program	Q4 2025	CAAP Action 1.4	Ongoing work	Ad-hoc Subcommittee (Q3-Q4) Sustainability coordinator	<ul style="list-style-type: none"> <li>Outreach to assess community EV charging needs / where more is needed</li> <li>Identify and Promote EV Supply Equipment incentives</li> <li>Collaborate with various internal city staff and external stakeholders</li> </ul>
	Reduce Carbon Emissions by reducing VMT	Develop recommendations to promote a Walkable and Bikeable City in collaboration with Complete Streets and Planning Commissions	Q3 2025	CAAP Action 1.1	Planning	EC Liaisons to CSC and PC	<ul style="list-style-type: none"> <li>Collaborate with CSC and staff to prioritize CSMP projects that reduce VMT</li> <li>Collaborate with Planning Commission to develop guidelines and proposals to promote "15 min city" accessibility</li> </ul>
	Reduce Carbon Emissions by reducing VMT	Develop proposal for Electric Shuttle Program	Q3 2025	CAAP Action 1.3 + 1.4	Preliminary Discussion	Ad-hoc Subcommittee (Q2-Q3)	<ul style="list-style-type: none"> <li>Expand on shuttle program laid out in Downtown Vision document</li> <li>Collaborate with staff in Transportation / Public works</li> </ul>
	Electrify Transportation	Review EV Charging network efficacy Propose EV Charging Masterplan Develop EV incentivization program	Q4 2025	CAAP Action 1.4	Ongoing work	Ad-hoc Subcommittee (Q3-Q4) Sustainability coordinator	<ul style="list-style-type: none"> <li>Outreach to assess community EV charging needs / where more is needed</li> <li>Identify and Promote EV Supply Equipment incentives</li> <li>Collaborate with various internal city staff and external stakeholders</li> </ul>
Energy	Reduce or Eliminate Methane Gas Use In Existing Buildings	Propose incentive Programs for Home Carbon Emission Reduction	Q1 2025	CAAP Action 2.3	Ongoing work	Ad-hoc Subcommittee (Q1)	<ul style="list-style-type: none"> <li>Complete Ad-hoc Electrification Subcommittee task</li> <li>Target water heaters, air conditioning units, stove tops</li> <li>City sponsored monetary and non-monetary incentives</li> </ul>
	Require All-Electric New Buildings and Major Retrofits	Track 2025 Building Codes Research neighboring city actions Propose options for Reach Codes eg. NOX ordinance	Q4 2025	CAAP Action 2.2	Ongoing work	Commissioner Research (Q2-Q3) Ad-hoc Subcommittee (Q4) Sustainability coordinator (Q4)	<ul style="list-style-type: none"> <li>Commissioner to research and report to EC</li> <li>From Ad-hoc SC to propose plan of action and draft ordinance</li> </ul>
Green Community + Climate Risk	Expand Green Infrastructure for human and environmental health + mitigate physical risk	Propose scope and guidelines for Urban Forest and Ecosystem Restoration Master Plan Evaluate funding sources and budget Build RFP for Consultant	Q4 2025	CAAP Action 5.2  Supporting CAAP Actions 5.5, 6.1, 6.2	Preliminary Discussion	Ad-hoc Subcommittee (Q1-Q4) Sustainability coordinator (Q2-Q4)	<ul style="list-style-type: none"> <li>Phase 1: Tree protection ordinance enacted in 2022</li> <li>Phase 2: Canopy analysis and green spaces inventory</li> <li>Phase 3: Set goals, budget, consultant expectations based on analysis</li> <li>Help identify funding sources</li> <li>Collaborate with Parks and Recreation Commission</li> <li>Work with staff to frame RFP for consultant to build masterplan</li> </ul>
Resource Conservation	Resource Conservation Reduce Total Waste	Reduce waste from demolition, construction and building materials by requiring deconstruction rather than demolition	Q2 2025	CAAP Action 3.1C	Planning	Commissioner Research	<ul style="list-style-type: none"> <li>Deconstruction recovers building materials for reuse, fosters circular economy</li> <li>Work with Building Division to evaluate options for incentives and ordinance</li> <li>Discuss future Design for Disassembly Guidelines with Planning Commission</li> </ul>

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

POWER & 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	Reduce Total Waste	Reduce consumption and waste: Add CAAP item addressing total waste	Q1 2025	CAAP Goal 3.1	Planning	City Council Resolution	<ul style="list-style-type: none"> <li>Reduce total waste hauled (organic, recycle and landfill)</li> <li>e.g. encourage compost in place; reduce and reuse strategies</li> <li>Reduces consumption and hauling energy used</li> <li>Add as 3.1D</li> </ul>
	Prioritize Green Landscaping	Improve Water Resilience: Add CAAP item encouraging permeable and/or green surfaces over hard landscaping	Q1 2025	CAAP Goal 5.1	Planning	City Council Resolution	<ul style="list-style-type: none"> <li>Increase green surfaces to aid natural water cycle</li> <li>Increase water permeation to ground water</li> <li>Add as 5.1C</li> </ul>
Powers & Duties C: Annually provide recommendations to the council that affect the natural and built environment to inform policy, budget, and CIP prioritization;							
Recommend to Council	CAAP Implementation	Develop a staff task force for CAAP Implementation	Q1 2025	Powers & Duties Item C	Planning	Sustainability Coordinator	<ul style="list-style-type: none"> <li>Empower Sustainability coordinator</li> <li>Improve collaboration with other city departments</li> <li>Improve collaboration and unify goals for citywide plans and projects</li> <li>Ensure CAAP guidelines are prioritized in all city plans and projects</li> </ul>
	Foster green community	Propose Arbor Day celebration Apply for Tree City USA	Q1 2025	CAAP Action 5.2A	Planning	City Staff	<ul style="list-style-type: none"> <li>Allows access to some grants and build community pride</li> <li>Environmental Commission approved action if qualifications are met</li> <li>Staff to confirm Los Altos meets qualifications</li> </ul>
Powers & Duties D. Serve as a forum for community input and engagement							
Community Outreach	Annual outreach at Electrification Fair	Collaborate with volunteer group to broaden EV fair to cover electrification and sustainability	Q2 2025	CAAP Action 1.4A	Ongoing	GreenTown lead volunteer group Sustainability Coordinator EC Liaison	<ul style="list-style-type: none"> <li>Support and provide guidance to Volunteer Group</li> </ul>
	Year-round outreach and communication	Implement outreach plan approved by Environmental Commission in Q4 2024	Q4 2025	Powers & Duties Item D	Planning	Commissioners	<ul style="list-style-type: none"> <li>Develop content and timeline for various outreach efforts</li> </ul>
	Educate and prepare for adaptation and Emergency response	Adaptation and emergency preparedness outreach	Q4 2025	CAAP Strategies 7 and 8	Planning	Commissioners Emergency Response Coordinator Resilient Los Altos	<ul style="list-style-type: none"> <li>Build community wide Climate Adaptation awareness</li> <li>Outreach to understand needs and concerns of citizens</li> <li>Identify and connect with vulnerable populations</li> <li>Support and advise Emergency Response Coordinator</li> </ul>