



City Council Agenda Report

Meeting Date: March 11, 2025

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Approved By: Gabriel Engeland

Subject: 2024 Housing Element Annual Program Report (APR)

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

Adopt a Resolution of the City Council of the City of Los Altos Accepting the Housing Element Annual Progress Report for Calendar Year 2024 and Authorizing Staff to Submit the Report to the California Department of Housing and Community Development and find that this action is exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15378(b)(5).

FISCAL IMPACT

Not Applicable.

ENVIRONMENTAL REVIEW

The Housing Element Annual Progress Report is a reporting document and does not create or alter policy. The content is provided for information purposes only and is exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15378(b)(5), which exempts organizational or administrative activities of government that will not result in direct or indirect physical changes in the environment. This informational item provides a means to monitor the implementation of the City of Los Altos' RHNA Allocation.

PREVIOUS COUNCIL CONSIDERATION

March 26, 2024 (2023 Housing Element APR)

BACKGROUND

Government Code section 65400 requires the planning agency to provide this report to the legislative body (City Council) and HCD by April 1 of each year. The statute does not specify in which order they are provided, and HCD does not require the report to be submitted to the

legislative body prior to submitting it to HCD. HCD recommends you provide the report to your legislative body prior to sending it to HCD.

The California Department of Housing and Community Development (HCD) requires jurisdictions to submit the Housing Element Annual Progress Report (APR), on prescribed tables, directly to HCD which also covers activities and accomplishments from the calendar year (2024). Timely submission of the annual report to HCD fulfills statutory requirements to report certain housing information, including the local agency’s progress in meeting its share of regional housing needs and local efforts to remove governmental constraints to the development of housing. Additionally, the annual report gives the State of California the opportunity to identify statewide trends in land use decision making and how local planning and development activities relate to statewide planning goals and policies.

ANALYSIS

The Los Altos 2024 APR is attached. To ensure accountability with respect to housing production, each site is identified by assessor’s parcel number, and all milestones occurring in 2024 are indicated by date including submittal for planning entitlements, approval of planning entitlements, issuance of building permits, and issuance of certificates of occupancy/final inspections. The report also tracks affordability and if units are deed restricted to specified affordability levels. Progress on Housing Element program implementation is summarized toward the end of the APR. Housing element programs are listed with a brief explanation regarding progress made in the reporting year.

In calendar year 2024, the City of Los Altos issued Building Permits for a total of 304 new dwelling units, more than double from the prior year (120 permits in 2023). That number is the number of units that will be accounted for the city’s 6th Cycle RHNA Allocation.

For reporting year 2024 the following is being reported to HCD:

Building Permits Issued (for new units only):

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	29
	Non-Deed Restricted	0
Moderate	Deed Restricted	1
	Non-Deed Restricted	0
Above Moderate		274
Total Units		304

Comprehensive accounting of all progress towards RHNA in calendar year 2024:

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	10	35	7
2 to 4 units per structure	0	4	0
5+ units per structure	33	179	61
Accessory Dwelling Unit	57	116	63
Mobile/Manufactured Home	0	0	0
Total	100	334	131

DISCUSSION

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.

Based on the progress to date, the City has achieved approximately twenty-three percent (23%) of the total RHNA allocation. The City of Los Altos RHNA Allocation and unit information for each income level for the Sixth Cycle Housing Element is summarized in the table below. Note that the Annual Progress Report submitted to HCD which provides the City’s progress to meet the City of Los Altos RHNA Allocation includes units from June 30, 2022, to January 30, 2023.

Income Level	RHNA Allocation by Income Level	Period 06/30/2022 - 01/30/2023	6th Cycle 01/31/2023 - 01/31/2031	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	501				501
Low	288	19	30	49	239
Moderate	326	10	1	11	315
Above Moderate	843	12	383	395	448
Total RHNA	1,958				1,503
Total Units		41	414	455	

ATTACHMENTS

1. Resolution No. 2025-xxx
2. Los Altos 2024 APR