



**1 North San Antonio Road  
Los Altos, California 94022-3087**

July 16, 2024

To All Interested Parties:

**RE: Notice of Availability/Offer to Sell Surplus Property in Los Altos, CA**

As required by Government Code Section 54220 of the State of California, City of Los Altos (“City”) is providing notification that the City intends to **sell/lease** the surplus property listed in the accompanying table.

In accordance with Government Code Section 54222, you have sixty (60) days from the date this offer was sent via certified mail or electronic mail to notify the City of your interest in acquiring the property. However, this offer shall not obligate the City to sell the property to you. Instead, the City would enter into at least ninety (90) days of negotiations with you pursuant to Government Code Section 54223. If no agreement is reached on sales price and terms, or lease terms, the City may market the property to the general public.

As required by Government Code Section 54227, if the City receives more than one letter of interest during this 60-day period, it will give first priority to entities proposing to develop housing where at least 25 percent of the units will be affordable to lower income households. If more than one such proposal is received, priority will be given to the proposal with the greatest number of affordable units. If more than one proposal specifies the same number of affordable units, priority will be given to the proposal that has the lowest average affordability level.

In addition to developing affordable housing or mixed-use development on the surplus property, the City seeks an innovative approach to connect the two (2) surplus properties with underground parking below the public right-of-way between the sites to maximize the potential for critically needed affordable housing and public parking. The City required parking criteria for the two (2) surplus properties is as follows:

- Replacement of existing parking spaces up to approximately 226 parking stalls among the two (2) surplus properties identified in this Notice of Availability for potential development.
- Adequate parking to serve the residential and any other uses included in the proposal.

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In the event your agency or company is interested in purchasing the property, you must notify the City in writing within sixty (60) days of the date this notice was sent via certified mail or electronic mail. Notice of your interest in acquiring the property shall be delivered to Monica Gallardo-Melkesian, Housing Manager, at: City of Los Altos, Development Services Department, 1 N. San Antonio Road, Los Altos, CA 94022. You may also direct your questions to [mgallardo@loaltosca.gov](mailto:mgallardo@loaltosca.gov) or by calling 650-947-2646.

Entities proposing to submit a letter of interest are advised to review the requirements set forth in the Surplus Land Act (Government Code Section 54220-54234).

Sincerely,

***Monica Gallardo-Melkesian***

Monica Gallardo-Melkesian  
Housing Manager  
Development Services Department

cc: Nick Zornes, Assistant City Manager of Land Use

Attachment