

Please Start Here

General Information	
Jurisdiction Name	Los Altos
Reporting Calendar Year	2023
Contact Information	
First Name	Nick
Last Name	Zornes
Title	Development Services Director
Email	nzornes@losaltosca.gov
Phone	6509472625
Mailing Address	
Street Address	1 North San Antonio Road
City	Los Altos
Zipcode	94022

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated. If a project is no longer has any reportable activity, you may delete the project by selecting a cell in the row and typing ctrl + d.

[Click here to download APR Instructions](#)

Click here to add rows to a table. If you add too many rows, you may select a cell in the row you wish to remove and type ctrl + d.

v_2_15_24

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells, along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2, and creates another workbook with the table split across 4 tabs, each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers, which contain the instructions. Do not save the APR file after running in order to preserve comments once it is reopened.

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://apr.hcd.ca.gov/APR/login.do>

Toggles formatting that turns cells green/yellow/red based on data validation rules.

Submittal Instructions

Please save your file as Jurisdictionname2023 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2023

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs:

1. Online Annual Progress Reporting System - Please see the link to the online system to the left. This allows you to upload the completed APR form into directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. Email - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	Los Altos	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	01/31/2023 - 01/31/2031

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	1
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		119
Total Units		120

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	0	0
Single-family Detached	3	3	0
2 to 4 units per structure	8	8	0
5+ units per structure	0	0	0
Accessory Dwelling Unit	109	109	49
Mobile/Manufactured Home	0	0	0
Total	120	120	49

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	114	120
Not Indicated as Infill	0	0

Housing Applications Summary	
Total Housing Applications Submitted:	79
Number of Proposed Units in All Applications Received:	130
Total Housing Units Approved:	40
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions - Applications	
Number of SB 35 Streamlining Applications	0
Number of SB 35 Streamlining Applications Approved	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	0	0
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 35 (2017)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	76	76
Discretionary	3	54

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	1
Number of Units in Applications Submitted Requesting a Density Bonus	33
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	59
Sites Rezoned to Accommodate the RHNA	324

Jurisdiction	Los Altos	
Reporting Year	2023	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	01/31/2023 - 01/31/2031

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "*" indicates an optional field
Cells in grey contain auto-calculation formulas

Table C Sites Identified or Rezoned to Accommodate Shortfall Housing Need and No Net-Loss Law																		
Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Rezone Type	Sites Description								
1				2	3				4	5	6	7	8		9	10	11	
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Rezone Type	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses	
Summary Row: Start Data Entry Below						670	270	2195							3135			
17039053	475 S SAN ANTONIO RD			11/28/2023				3	Shortfall of Sites	0.13	Downtown Commercial	OA	20 units/acre	30 units/acre	3	Non-Vacant	General office	
17041065	241 S SAN ANTONIO RD			11/28/2023				4	Shortfall of Sites	0.22	Downtown Commercial	OA	20 units/acre	30 units/acre	4	Non-Vacant	General office	
17038066	105 FREMONT AV			11/28/2023				6	Shortfall of Sites	0.31	Neighborhood Commercial	OA	20 units/acre	30 units/acre	6	Non-Vacant	General office	
18916013	811 ALTOS OAKS DR			11/28/2023			7	7	Shortfall of Sites	0.33	Neighborhood Commercial	OA	20 units/acre	30 units/acre	7	Non-Vacant	Medical, Dental, Veterinary	
17038062	129 FREMONT AV			11/28/2023				3	Shortfall of Sites	0.15	Neighborhood Commercial	OA	20 units/acre	30 units/acre	3	Non-Vacant	R-1 Converted to office	
17041086	289 S SAN ANTONIO RD			11/28/2023				12	Shortfall of Sites		Downtown Commercial	OA	20 units/acre	30 units/acre	12	Non-Vacant	Multi-tenant (title company, financial services, pool and spa) and surface parking lot	
17041014	40 HAWTHORNE AV			11/28/2023			6	6	Shortfall of Sites	0.62	Downtown Commercial	OA	20 units/acre	30 units/acre	6	Non-Vacant	General office	
17041037	29 HAWTHORNE AV			11/28/2023				4	Shortfall of Sites	0.19	Downtown Commercial	OA	20 units/acre	30 units/acre	4	Non-Vacant	R-1 Converted to office	
17041068	195 S SAN ANTONIO RD			11/28/2023				5	Shortfall of Sites	0.24	Downtown Commercial	OA	20 units/acre	30 units/acre	5	Non-Vacant	General office	
17040072	301 S SAN ANTONIO RD			11/28/2023			5	5	Shortfall of Sites	0.26	Downtown Commercial	OA	20 units/acre	30 units/acre	5	Non-Vacant	General office	
18916012	827 ALTOS OAKS DR			11/28/2023			7	7	Shortfall of Sites	0.33	Neighborhood Commercial	OA	20 units/acre	30 units/acre	7	Non-Vacant	Medical, Dental, Veterinary	

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	Los Altos		
Reporting Year	2023	(Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Program 1.A Rezone for RHNA Shortfall.	The City will amend the Zoning Map and/or Zoning Code to create the opportunity for at least 19 above moderate-income housing units; proposed rezoning would accommodate an assumed capacity of 64 above-moderate income housing units.	Jan-24	Completed amending the Zoning Code to create opportunity for at least 19 above moderate-income housing units in October and November 2023.
Program 1.B Facilitate higher density housing in the Commercial Thoroughfare (CT) District.	Approve housing development projects along El Camino Real at densities above 38 units per acre anticipating at least 80 total housing units with at least 20 low-income units.	Dec-24	Completed amending the Zoning Code to facilitate higher density housing in the CT District in November 2023.
Program 1.C Allow housing in the Office Administrative (OA) District.	Permit housing on OA District parcels during the planning period comprising at least 40 total housing units with at least eight low-income units in the highest resource areas of the city.	Dec-24	Completed amending the Zoning Code to allow housing in the OA District in November 2023.

<p>Program 1.D Allow housing on certain Public and Community Facilities Distrct sites and facilitate housing on religious institution properties.</p>	<p>Facilitate an application for at least 20 units of housing for lower income and/or special needs households on religious institution site(s) during the planning period.</p>	<p>December 2025; outreach at least every 2 years (Decemebr 2025, 2027, and 2029) or until housing applications are received</p>	<p>In progress</p>
<p>Program 1.E: Update the Loyola Corners Specific Plan.</p>	<p>Eliminate restrictive development standards within Loyola Corners Specific Plan for density, height, and unit size no later than December 2024. Also eliminate any subjective design standards applicable to residential no later than December 2024. Permit housing units in the Loyola Corners Specific Plan above the current 20-unit cap and with a mixture of unit sizes during the planning period. Target approval of at least 40 total housing units with at least eight low-income units.</p>	<p>Dec-24</p>	<p>Completed amending the Zoning Code to update the Loyola Corners Specific Plan in November 2023.</p>
<p>Program 1.F: Rezone Village Court parcel.</p>	<p>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 21 City of Los Altos 2023-2031 Housing Element Unit Development (62-PUD/C7), as necessary for consistency with the CT District.</p>	<p>Dec-25</p>	<p>Completed amending the Zoning Code to rezone the Village Court parcel in November 2023.</p>
<p>Program 1.G: Rezone housing sites from previous Housing Elements.</p>	<p>Rezone housing sites from previous Housing Elements which sites are indentified in the 6th Cycle Housing Element.</p>	<p>Jan-24</p>	<p>Completed amending the Zoning Code to rezone housing sites from previous Housing Elements in November 2023.</p>

<p>Program 1.H: Facilitate housing on City-owned sites.</p>	<p>The City will enter into a public-private partnership for development of housing on at least one of the City's Downtown parking plazas.</p>	<p>Financial analysis for Parking Plaza 7 and 8 by independent third-party consultant by the end of 2023; release request for proposals by December 2023; complete entitlements within one (1) year of application if not sooner (by December 2026)</p>	<p>Financial analysis for Parking Plaza 7 and 8 by independent third-party consultant in progress and draft request for information in progress as well as of March 2024.</p>
<p>Program 1.I: Incentivize Downtown lot consolidation.</p>	<p>Facilitate at least two Downtown lot consolidations by January 2031. If by January 2027, this objective is not on track to be met (i.e., 50 percent of objective), the City will offer additional and increased incentives no later than July 2027.</p>	<p>Jul-26</p>	<p>Adoption of incentives and amendment of Community Design & Historic Resources Element by July 2026; promotion to occur annually thereafter.</p>
<p>Program 1.J: Produce annual housing status reports.</p>	<p>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.</p>	<p>Annually by April 1</p>	<p>APR to be submitted by April 1, 2024</p>

<p>Program 1.K: Participate in regional housing needs planning efforts.</p>	<p>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.</p>	<p>Ongoing</p>	<p>Ongoing</p>
<p>Program 1.L: General Plan amendments.</p>	<p>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.</p>	<p>See various rezoning programs above.</p>	<p>General Plan consistent with allowed uses and density thresholds.</p>
<p>Program 1.M: SB 9 implementation.</p>	<p>Approve at least four SB 9 applications by January 31, 2031.</p>	<p>31-Jan-31</p>	<p>Ongoing; Three (3) SB9 entitlement applications were approved in 2023 and two (2) building permits</p>

<p>Program 1.N: Facilitate and monitor pipeline housing projects.</p>	<p>To ensure completion of the entitled or proposed (i.e., pipeline) projects identified in Table B-3 of Appendix B of the Housing Element: Sites Inventory & Methodology within the planning period (by January 31, 2031), the City will monitor progress of these projects and will coordinate with applicants to facilitate remaining approvals and permits. In addition to not allowing entitlements to expire, the City will offer expedited permit review for pipeline projects and assistance with securing funding if the project is eligible under Program 2.C. If a pipeline project is not approved, the City will ensure adequate capacity for the remaining RHNA is provided through monitoring of no net loss during annual reporting and rezoning if necessary to comply with State law (see Program 1.J).</p>	<p>Annual review and assessment of no net loss by April 1; if rezoning action is necessary to comply with no net loss, the City will take rezoning action within the time period specified in State law.</p>	<p>Ongoing</p>
<p>Program 2.A: Continue to implement and enhance inclusionary housing requirements.</p>	<p>Inclusionary housing unit production of at least 50 moderate-income units, 40 low-income units, and 10 very low-income units.</p>	<p>Dec-23</p>	<p>Third-party consultant completed inclusionary housing feasibility study in December 2023 recommending no changes to the current inclusionary housing requirements. City continuing to monitor and evaluate the inclusionary housing program.</p>

<p>Program 2.B: Establish an affordable housing in-lieu fee and commercial linkage fee.</p>	<p>The City will conduct a feasibility 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. Said analysis will also ensure that the in-lieu fees adopted are not a constraint to housing development. As a part of the establishment of an affordable housing in-lieu fee and commercial linkage fee the City will conduct outreach to all stakeholders including residents, property owners, and housing and commercial developers.</p>	<p>Adopt housing in-lieu fee by the end of 2023; begin commercial linkage fee for affordable housing by end of year 2025.</p>	<p>Third-party consultant completed inculsionary housing feasibility study in December 2023 recommending affordable housing in-lieu fees which were adopted in January 2024. Third-party consultant preparing commercial linkage fee analysis to be completed and new fees to be adopted by City Council in summer 2024.</p>
<p>Program 2.C: Assist in securing funding for affordable housing projects.</p>	<p>Facilitate the development of at least 80 below-market-rate units in Los Altos by January 2031. If by January 2027, this objective is not on track to be met (i.e., 50 percent of objective), the City will establish and offer additional incentives no later than July 2027.</p>	<p>Ongoing; developers roundtable annually; see Program 3.D for timing of modification of impact fees.</p>	<p>Ongoing</p>

<p>Program 2.D: Encourage and streamline Accessory Dwelling Units (ADUs).</p>	<p>Adopt and provide City Standard Permit Ready ADU Plans (2024). 322 ADUs by the end of the planning period with at least 80 percent of ADUs (260 ADUs) located in the highest resource areas of the city.</p>	<p>Ongoing; if ADU targets are not being met by January 2027, the City will review and revise efforts to increase ADU construction no later than July 2027. Outreach will occur annually, targeting single-family households and neighborhoods. 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. The City will adopt amendments to the ADU ordinance six months from receipt of HCD's formal comment letter</p>	<p>Ongoing; additional Planning staff hired in 2022; RFQ released in summer 2023 to prepare permit ready standard ADU plans which are on schedule to be adopted by end of year 2024.</p>
--	--	--	---

<p>Program 2.E: Conduct annual ADU rental income surveys.</p>	<p>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 Manager or look to consultant services to provide this support at the appropriate capacity needed.</p>	<p>Annually, March 2023 to provide funding for in-house staff or consultant services.</p>	<p>Development Services Housing Manager staff hired in November 2023 and first annual ADU surveys conducted in January 2024.</p>
<p>Program 2.F: Water and Sewer Service Providers.</p>	<p>Pursuant to Chapter 727, Statutes of 2004 (SB 1087), the City of Los Altos upon completion of an amended or adopted housing element, is responsible for immediately distributing a copy of the housing element to area water and sewer providers. The legislation allows for coordination between the City and water and sewer providers when considering approval of new residential projects. Water and sewer providers must grant priority for service allocations to proposed developments that include housing units affordable to lower-income households. Chapter 727 was enacted to improve the effectiveness of the law in facilitating housing development for lower-income families and workers.</p>	<p>Dec-23</p>	<p>Completed</p>

<p>Program 3.A: Prepare a Downtown parking plan and update citywide parking requirements.</p>	<p>Revise parking standards citywide for commercial (mixed-use) and multi-family residential zones to implement a sliding scale based on unit size (number of bedrooms). Multi-family parking ratios shall be reduced to be consistent with State Density Bonus Law (Government Code §65915(p)) and consistent with AB 2097, the City will update its parking regulations to remove minimum parking requirements on any residential, commercial, or other development projects within one half-mile of public transit (as defined in AB 2097) unless required findings are made as specified in State law. Additionally, the City will prepare a Downtown parking plan assessing parking demand, requirements, and strategies.</p>	<p>Dec-24</p>	<p>Zoning Code amendments to the citywide parking requirements were made in January 2024 and the Downtown parking plan has commenced preparation and is scheduled to be completed late 2024.</p>
<p>Program 3.B: Modify building height in mixed-use zoning districts</p>	<p>Zoning Code amended to increase allowed building heights to heights noted in this Program for both Downtown and CN zoning districts.</p>	<p>Dec-24</p>	<p>Completed amending the Zoning Code to modify building height in mixed-use zoning districts in October 2023.</p>
<p>Program 3.C: Remove floor-to-area ratio (FAR) restriction at Rancho Shopping Center and Woodland Plaza.</p>	<p>Remove site-specific 0.35 floor-to-area ratio (FAR), and create development standards that require both commercial and residential uses for the Rancho Shopping Center and Woodland Plaza properties to incorporate needed housing units and preserve essential shopping services.</p>	<p>Dec-24</p>	<p>Completed amending the Zoning Code to remove FAR restriction at Rancho Shopping Center and Woodland Plaza in October 2023.</p>

<p>Program 3.D: Evaluate and adjust impact fees.</p>	<p>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 modify impact fees in accordance with Assembly Bill 602 (AB 602) with completion of the comprehensive fee evaluation.</p>	<p>Dec-24</p>	<p>In progress</p>
<p>Program 3.E: Ensure that the density bonus ordinance remains consistent with State law.</p>	<p>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. The City will update its Appendix to the Affordable Housing Ordinance (Municipal Code Chapter 14.28, Article 2) to comply with State law.</p>	<p>Amend Appendix to Affordable Housing Ordinance by December 2023, and thereafter annually review the Affordable Housing Ordinance and Appendix (each December) and make necessary amendments no later three months after the review (i.e., March of the following year).</p>	<p>Ongoing</p>
<p>Program 3.F: Reduce Conditional Use Permit requirement for residential mixed-use and multi-family.</p>	<p>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 typical processing times of a conditional use permit (see Appendix C, Table C-8).</p>	<p>Sep-24</p>	<p>Completed amending the Zoning Code to reduce Conditional Use Permit requirement for residential mixed-use and multi-family in October 2023.</p>

<p>Program 3.G: Amend Conditional Use Permits findings applicable to housing developments.</p>	<p>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.</p>	<p>Mar-24</p>	<p>Completed amending the Zoning Code to revise Conditional Use Permits findings applicable to housing developments in October 2023.</p>
<p>Program 3.H: Amend design review process and requirements</p>	<p>The time for City review of and action on residential, mixed-use and multi family developments will be shortened compared to typical processing times with the reduction of discretionary reviews and commissions.</p>	<p>Dec-23</p>	<p>Design Review Commission duties dismissed and reassigned to Development Services Director and third-party independent architect review removed. Evaluate progress and take additional action if improvements in the design review process have not resulted by January 2027.</p>
<p>Program 3.I: Allow residential care facilities consistent with State law.</p>	<p>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</p>	<p>Mar-24</p>	<p>Completed amending the Zoning Code to allow residential care facilities consistent with State law in November 2023.</p>

<p>Program 3.J: Explicitly allow manufactured homes consistent with State law.</p>	<p>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 and in the same zones as single-family homes.</p>	<p>Mar-24</p>	<p>Completed amending the Zoning Code to allow manufactured homes consistent with State law in November 2023.</p>
<p>Program 3.K: Standardize multimodal transportation requirements.</p>	<p>The City will streamline the Development Review process for multi-family housing projects by adoption of Development Standards for multimodal transportation such as bicycle, pedestrian, parking traffic and public transportation issues. The development of standards will no longer require housing development projects to be reviewed by the Complete Streets Commission.</p>	<p>Dec-23</p>	<p>Complete Streets Commission duties dismissed and reassigned to Development Services Director. Evaluate progress and take additional action if improvements in the design review process have not resulted by January 2027.</p>
<p>Program 3.L: Eliminate the requirement of story poles.</p>	<p>The requirement of story poles adds subjectivity, extends the review process of all development, and adds to the additional cost of a project. Existing submittal requirements include, renderings and 3D Modeling which effectively provide the same information story poles would (the relationship of the proposed building heights). The requirement of story poles installations will be eliminated for all development applications.</p>	<p>Mar-23</p>	<p>Completed</p>
<p>Program 3.M: Modify parking requirements for emergency shelters consistent with State law.</p>	<p>The City will amend its Zoning Ordinance to only require parking necessary for emergency shelter staff consistent with Government Code §65583(a)(4)(A).</p>	<p>Dec-24</p>	<p>Zoning Code amendments to the citywide parking requirements were made in January 2024.</p>

<p>Program 3.N: Modify standards in the R3 zoning districts.</p>	<p>The City will amend its Zoning Ordinance to allow building heights of 35 feet and three stories in all R3 zoning districts (i.e., R3-5, R3-4.5, R3-3, R3-1.8, and R3-1). The City will also increase allowed site coverage in all R3 zoning districts to ensure maximum densities can be achieved.</p>	<p>Dec-26</p>	<p>Completed amending the Zoning Code to modify standards in the R3 zoning districts in October 2023.</p>
<p>Program 4.A: Support efforts to fund homeless services.</p>	<p>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.</p>	<p>Ongoing</p>	<p>Ongoing</p>

<p>Program 4.B: 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. 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.</p>	<p>Ongoing</p>	<p>Ongoing</p>
<p>Program 4.C: Allow Low Barrier Navigation Centers consistent with AB 101.</p>	<p>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 (GovernmentCode §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.</p>	<p>Dec-23</p>	<p>Completed amending the Zoning Code to allow Low Barrier Navigation Centers consistent with AB 101 in September 2023.</p>

<p>Program 4.D: Allow transitional and supportive housing consistent with State law</p>	<p>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 State law. Additionally, transitional and supportive housing that qualifies under AB 2162 will be allowed by right in zones where multi-family and mixed uses are allowed, including nonresidential zones that allow multi-family uses, consistent with AB 2162 (Government Code §65651).</p>	<p>Dec-23</p>	<p>Completed amending the Zoning Code to allow transitional and supportive housing consistent with State law in September 2023.</p>
<p>Program 4.E: Allow employee/farmworker housing consistent with State law.</p>	<p>The City will amend the Zoning Code to allow employee housing consistent with Health and Safety Code §17021.5 and 17021.6.</p>	<p>Dec-23</p>	<p>Completed amending the Zoning Code to allow employee/farmworker housing consistent with State law in September 2023.</p>
<p>Program 4.F: Reasonably accommodate disabled persons' housing needs.</p>	<p>The City will adopt a reasonable accommodation ordinance and process request as submitted with the target of approving at least three reasonable accommodation requests by January 31, 2031.</p>	<p>Dec-23</p>	<p>Completed adopting reasonable accommodation ordinance for disabled persons' housing in September 2023.</p>

<p>Program 4.G: Assist seniors to maintain and rehabilitate their homes.</p>	<p>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 (design that promotes the mobility and welfare of aging population) Elements handout and require larger lower income developments to utilize Universal Design (allows for equitable use, flexibility in use, simple and intuitive use, etc.) standards.</p>	<p>Update Age Friendly Design handout by July 2026; publicize list of service providers annually.</p>	<p>In progress</p>
<p>Program 4.H: Provide additional density bonuses and incentives for housing that accommodates special needs groups.</p>	<p>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.</p>	<p>Dec-25</p>	<p>In progress</p>
<p>Program 4.I: Allow senior housing with extended care facilities in multi-family and mixed-use zoning districts.</p>	<p>The City will amend Zoning Code to clearly allow senior housing under the multi-family use and residential care facilities consistent with State law.</p>	<p>Dec-25</p>	<p>In progress</p>

<p>Program 4.J: Facilitate alternate modes of transportation for residents.</p>	<p>Adopt VMT policy and transportation demand management plan (by June 2023) and provide walkable and safe modes of transportation to all residents. Funding for above head pedestrian crossing signals will be completed no later than December 2027 and installation no later than December 2028. Funding for Los Altos Loop improvements in the area northeast of San Antonio Road and Almond Avenue secured no later than December 2028 with improvements underway no later than July 2030.</p>	<p>December 2023 and ongoing</p>	<p>Completed adoption of VMT policy and transportation demand management plan by June 2023 and continuing to work on funding for above head pedestrian crossing signals to be done by December 2027.</p>
<p>Program 5.A: Monitor condominium conversions.</p>	<p>Deny condominium conversions unless compliant with the Ordinance.</p>	<p>Ongoing</p>	<p>Ongoing</p>
<p>Program 5.B: Continue to administer the City's affordable housing programs.</p>	<p>Maintain accurate records of the City's affordable housing inventory and waitlists, and report annually to the City Council.</p>	<p>Ongoing</p>	<p>Completed funding and hiring of full-time Housing Manager in November 2023 and ongoing administration of the City's affordable housing programs by the Housing Manager and qualifid entity.</p>
<p>Program 5.C: Restrict commercial uses from displacing residential neighborhoods.</p>	<p>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.</p>	<p>Ongoing</p>	<p>Ongoing</p>
<p>Program 5.D: Implement voluntary code inspection program.</p>	<p>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).</p>	<p>Ongoing</p>	<p>Ongoing</p>

<p>Program 5.E: Help secure funding for housing rehabilitation and assistance programs.</p>	<p>Rehabilitation of six units for low-income households during the planning period.</p>	<p>Promote available programs and funding sources annually (handouts, Los Altos Senior Center, Woodland Branch Library, email, social media, City website); ongoing</p>	<p>Ongoing</p>
<p>Program 5.F: Incentivize the creation of play areas for multi-family housing projects.</p>	<p>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 in connection to the development of improvements onsite.</p>	<p>Dec-27</p>	<p>Ongoing</p>

<p>Program 6.A: Assist residents with housing discrimination and landlord-tenant complaints.</p>	<p>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, but will ensure that outreach is conducted at least annually starting in May 2023. The City’s aim is to have 100 survey respondents in the first year, and to increase survey participation by five percent with each survey and show a five percent increase in awareness of available services by survey respondents with each survey.</p>	<p>Ongoing</p>	<p>Ongoing</p>
<p>Program 6.B: Maintain and expand an inventory of affordable housing funding sources.</p>	<p>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.</p>	<p>Prepare inventory of funding sources by December 2023; inform developers of funding sources available (annually); evaluate notices of funding availability (annually); submit grant applications (at least one every three years)</p>	<p>Finalizing inventory list of funding sources and ongoing notifications to developers regarding funding sources available and evaluation of notices of funding availability. Also planning to submit grant application in Summer 2024 for Prohousing Designation Program funding.</p>

<p>Program 6.C: Target housing development in highest resource areas.</p>	<p>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 December 2026, the City will enhance efforts under programs that support funding or partnerships to achieve affordable housing production. The City aims to facilitate the approval of 60 low-income units and 30 moderate-income units in highest resource area(s) (also see Program 1.H).</p>	<p>Initial outreach and information on the City's website by September 2023; follow up outreach after completion of various zoning modifications and providing updated information on the City's website by September 2025</p>	<p>Finalizing information on City's website and mailed informational letters to all the zoning districts within the City that had zoning modifications to support the increased development of housing in February 2024.</p>
<p>Program 6.D: Promote Housing Choice (Section 8) rental assistance program.</p>	<p>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 increase the number of households participating in the Section 8 program from the current level of six to 18 households.</p>	<p>SCCHA Housing Choice Rental Assistance Program link on the City's website by September 2023; promote the Program via newsletters, email blasts, social media, and other methods annually; track number of Section 8 participants annually and modify outreach efforts if target number of households is not achieved.</p>	<p>SCCHA Housing Choice Rental Assistance Program link being added on the City's website and ongoing promotion of the Housing Choice (Section 8) rental assistance program.</p>

<p>Program 6.E: Prepare and distribute anti-displacement information.</p>	<p>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 inperson event every two years (starting by December 2023) 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. The goal is to educate at least 40 households or prevent at least 40 households from displacement.</p>	<p>Materials produced and translated into multiple languages and initial communication campaign by September 2023; continue to distribute materials on an annual basis.</p>	<p>Materials are being produced for upcoming inperson event in 2024 to provide fair housing rights and resources information.</p>
<p>Program 6.F: Affirmatively market physically accessible units.</p>	<p>Affirmative marketing conducted for 100 percent of affordable housing units approved and permitted in Los Altos from 2023 to 2031.</p>	<p>Ongoing as applications are processed</p>	<p>Ongoing</p>

<p>Program 6.G: Housing Mobility</p>	<p>Provide 150 housing opportunities affordable to lower income households by January 2031.</p>	<p>Annually review overall progress and effectiveness in April and include information in annual report to HCD. If the City is not on track to meet its 150 affordable housing unit goal for the 8-year RHNA cycle by 2027 (i.e., 75 affordable units built or in process by 2027), the City will consider alternative land use strategies and make necessary amendments to zoning or other land use documents to facilitate a variety of housing choices, including but not limited to, strategies that encourage missing middle zoning (small-scale multi-unit projects), adaptive reuse, and allowing additional ADUs and/or JADUs, within six months, if sufficient progress toward this quantified objective is not being met.</p>	<p>Ongoing</p>
---	--	--	-----------------------

