



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 02/04/2025

ITEM NO: 7

DATE: January 27, 2025
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: Authorize the Town Manager to Execute an Agreement not to exceed \$189,646 with Lisa Wise Consulting, Inc. for Consulting Services to Update and Provide Additional Objective Design Standards for Qualifying Multi-Family and Mixed-Use Residential Developments.

RECOMMENDATION:

Authorize the Town Manager to execute an agreement not to exceed \$189,646 with Lisa Wise Consulting, Inc. for consulting services to update and provide additional Objective Design Standards for qualifying multi-family and mixed-use residential developments.

BACKGROUND:

On May 7, 2024, the Town Council voted to direct staff to approach M-Group, the consultant that assisted in drafting the Town's Objective Design Standards, and request a proposal to work on additional standards related to view standards, architectural styles, and high-quality building design. Further, the Town Council asked that M-Group speak to their experience developing objective design standards for these topics.

At the meeting of August 6, 2024, staff presented M-Group's proposal, and the Council requested that staff issue a Request for Proposals (RFP) to qualified providers to address the development of objective design standards in the following areas:

High-quality building design: Objective standards are to focus on façade materials to ensure high-quality building design that reflects the existing character of the Town.

PREPARED BY: Alexa Nolder
Administrative Technician

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Community Development Director, and Finance Director

Architectural style: Objective standards must evaluate the architecture within the immediate neighborhood to determine the architectural styles that are consistent and appropriate for the neighborhood.

Height transitions: Objective standards shall provide effective strategies for appropriate massing transitions between zones/densities (i.e., from new multi-story buildings to single-family neighborhoods). Consideration of solar access impacts are also to be evaluated.

All new objective design standards should also consider small, multi-family housing.

The Town distributed an RFP in September 2024 and received three proposals from Lisa Wise Consulting, Inc., PlaceWorks, and Opticos Designs. Staff interviewed each candidate since all submissions met the qualifications provided in the RFP. After interviewing the three qualified candidates, staff selected Lisa Wise Consulting, Inc. based on their experience, timeline, and qualifications provided in their proposal (Attachment 1).

DISCUSSION:

The Objective Design Standards Consultant (Consultant) will help develop and update the Town's current Objective Design Standards to include information related to high-quality building design, architectural style, height transitions, and small, multi-family housing. The new objective design standards would be developed to be consistent with the existing Objective Design Standards for Qualifying Multi-Family and Mixed-Use Residential Development, as well as the 2040 General Plan for the review of qualifying housing development applications. Typical services of the Consultant include, but are not limited to: meeting with staff; reviewing and analyzing the adopted Objective Design Standards along with the direction of the Town Council provided at the August 6, 2024 Town Council Meeting; reviewing and analyzing planning documents such as the General Plan 2040 (including 2020 Land Use and Community Design Elements) and Chapter 29 of the Town Code (Zoning Regulations); attending public meetings; preparation of final documents for adoption; and recommendations for next steps.

CONCLUSION:

Lisa Wise Consulting, Inc. was determined to be the best candidate to serve as the Town's Consultant for the following reasons:

- Extensive experience working with Municipalities in the same, or similar capacity;
- An understanding of how to develop Objective Design Standards with Density Bonus Law in mind; and
- Existing partnerships with Urban Planning Partners who will provide many opportunities for community engagement and collaboration to ensure all voices are heard.

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SUBJECT: Lisa Wise Consulting, Inc.

DATE: January 27, 2025

COORDINATION:

The draft Agreement for Consultant Services (Attachment 2) was prepared in coordination with the Town Attorney.

FISCAL IMPACT:

The proposed project totals provided in the Lisa Wise Consulting, Inc. proposal is not to exceed \$124,832 for the project scope and an additional \$64,814 for optional tasks, totaling \$189,646. These costs do not include Town staff time.

Funding for the Objective Design Standards update will come from the General Plan Update Fund. Sufficient funds are available in this account.

ENVIRONMENTAL ASSESSMENT:

This action is not a project defined under CEQA, and no further action is required.

ATTACHMENTS:

1. Lisa Wise Consulting, Inc. Proposal
2. Draft Agreement for Consultant Services