



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 12/02/2025

ITEM NO: 16

DATE: December 2, 2025
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: **Adopt a Resolution Modifying the Hours of Enforcement for Passenger Loading Zones on East Main Street Adjacent to Los Gatos High School**

RECOMMENDATION: Adopt a resolution amending the hours of operation for 10-minute passenger loading zones on East Main Street to 7:30 a.m. – 8:30 a.m. and 2:00 p.m. – 3:00 p.m. on school days.

FISCAL IMPACT:

This action will require the replacement and/or updating of certain signage related to parking along East Main Street near the High School. The cost of the updated signs and labor for installation is expected to be approximately \$800 and will be paid from the Parks and Public Works Operating Budget Streets and Signals Program (1115401).

STRATEGIC PRIORITY:

This action supports the strategic priority of managing downtown parking to make it easy for residents and visitors to access and locate, as well as supporting the core goal of Quality Public Infrastructure.

BACKGROUND:

Downtown Parking Management Plan

On December 17, 2001, the Town Council adopted Resolution No. 2001-145 (Attachment 1), which formally approved the Downtown Parking Management Plan (Plan). The Plan provided recommendations regarding parking time limits, exemptions, and the days and hours of

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Parks and Public Works Director

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

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enforcement for public parking in Downtown and in areas near Los Gatos High School (LGHS). This area more recently was named the Olive Zone.

The Plan identified off-site student parking from LGHS as a potential concern affecting parking availability for nearby businesses and residential neighborhoods. To address this, the Plan recommended ninety (90) minute time limits for public parking areas east of Pageant Street, enforced from 7:00 a.m. to 4:00 p.m., Monday through Friday, excluding holidays.

The shorter time limit near the high school, compared to the two (2) hour limit recommended for public parking west of Pageant Street and in Downtown, was intended to discourage student parking and promote regular turnover, ensuring more efficient use of public parking spaces around the school.

The 2001 Plan identified the Park Avenue lot as a location for unlimited parking with no time restrictions.

East Main Street Passenger Loading Zones

Passenger loading restrictions are currently enforced on the north and south sides of East Main Street, between Chicago Avenue and High School Court, from 7:00 a.m. to 9:00 a.m. and from 2:00 p.m. to 4:00 p.m. on school days only (excluding school holidays). These regulations help to prioritize LGHS student drop-off and pick-up and were initially established according to the school's bell schedule.

During the posted passenger loading periods, parking is limited to ten (10) minutes. Outside of the passenger loading hours, the ninety (90) minute parking time limit is enforced.

Restated Parking Regulations Downtown and in the Olive Zone

On March 5, 2025, the Town Council adopted Resolution No. 2025-007 (Attachment 2), which restated current restrictions in parking areas in Downtown and the Olive Zone, including the time-limited parking on East Main Street. Passenger loading zone hours nor restrictions on East Main Street were not adjusted by Resolution No. 2025-007.

In this resolution, the Park Avenue Parking lot was retained for unlimited parking, with some spaces identified for employee parking.

DISCUSSION:

Los Gatos High School Student Drop-off and Pick-up

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Following the establishment of the current passenger loading hours on East Main Street, the LGHS bell schedule was modified in response to California Senate Bill 328, which mandates that high schools begin classes no earlier than 8:30 am. As a result, there is now a substantial gap between the start of the passenger loading restrictions (7:00 am) and the start of classes (8:30 am). Based on field observations, staff have determined that a one (1) hour morning passenger loading period would sufficiently accommodate most student drop-off activity while allowing nearby businesses greater access to public parking during early morning hours.

Similarly, staff observations indicate that the current afternoon passenger loading period of 2:00 pm to 4:00 pm exceeds the time needed for student pick-up. Under the current bell schedule, fifth and sixth periods end at 2:20 pm and 2:25 pm, respectively, on alternating days. A seventh period, which not all students attend, ends at 3:55 p.m. on alternating days. Staff have concluded that a one (1) hour afternoon passenger loading period would effectively accommodate most student pick-up activity.

Over the past several months, Town staff have worked closely with LGHS staff to address public feedback regarding East Main Street passenger loading restrictions. Following these discussions, the LGHS administration has expressed support for the proposed adjustments. Therefore, staff recommend revising the hours of enforcement to 7:30 am to 8:30 am and 2:00 pm to 3:00 pm on school days only. The proposed resolution (Attachment 3) would adopt this proposed change.

If approved, staff will communicate with the high school leadership so they can notify parents and students. Staff will update the loading zone signage in front of the high school before January 5, 2026, so enforcement can begin with the return from the holiday break. This enforcement schedule has been coordinated with the Los Gatos Monte Sereno Police Department Traffic Sergeant.

Time-Limited Parking Near Los Gatos High School

Staff have received feedback from adjacent businesses indicating that the current ninety (90) minute parking limits on East Main Street are too restrictive. In response, staff have discussed at length the potential impact of extending the parking time limit on East Main Street, east of Pageant Street, to two (2) hours between 9:00 am and 6:00 pm, Monday through Saturday, excluding holidays. If considered, staff recommend that this change be made for all areas in the Olive Zone for ease of management and enforcement.

This extended time limit would provide customers with more time to visit nearby businesses and align more closely with existing parking regulations in nearby areas. For example, the portion of East Main Street west of Pageant Street allows two (2) hour parking between 9:00 am and 6:00 pm, Monday through Saturday, excluding holidays.

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However, staff believes that extending the time limit may have unintended effects on on-street parking availability due to potential increases in Los Gatos High School (LGHS) student parking using the two-hour spaces and reduced parking turnover in the area. In addition, the change would introduce a Saturday time limit in the Olive Zone where none currently exists, which may adversely impact the businesses in this location.

Staff are currently analyzing parking occupancy data from a recent study to develop recommendations for updated parking time limits and enforcement hours. These recommendations will take a comprehensive approach to managing parking in Downtown, the Olive Zone, and areas adjacent to Los Gatos High School. Once the analysis is complete, staff anticipate presenting findings and recommendations to the Town Council in Spring 2026.

For these two reasons, staff is not recommending a change to the time limits for on-street parking near the high school at this time.

CONCLUSION:

Staff recommend adopting a resolution to adjust the hours of 10-minute passenger loading parking restrictions on East Main Street in front of the Los Gatos High School to 7:30 am to 8:30 am and from 2:00 pm to 3:00 pm on school days, except school holidays.

COORDINATION:

This staff report was coordinated with the Town's Parking Consultant, DIXON Resources Unlimited, and with the Los Gatos Saratoga Union School District, the Economic Vitality Manager, and the Los Gatos Monte Sereno Police Department.

ENVIRONMENTAL ASSESSMENT:

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

Attachments:

1. Resolution 2001-145
2. Resolution 2025-007
3. Draft Resolution with Exhibit A – Map of Street Passenger Loading Zones