TOWN OF LOS ALTOS HILLS

GENERAL PLAN
HOUSING ELEMENT
UPDATE
2015-2023

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TABLE OF CONTENTS

INTRODUCTION HE-1
Role of Housing Element 2
Housing Element Planning Period 2
Local Housing Issues 2
Relationship to the General Plan 3
Public Participation 3
Organization of the Housing Element 5
Data Sources 5

EVALUATION OF THE 2009 HOUSING ELEMENT HE-7

POPULATION, HOUSING, AND EMPLOYMENT TRENDS HE-10
Demographics 11
Population Growth 11
Age Characteristics 12
Ethnic Diversity 12
Households and Residential Units 13
Number of Households 13
Household Size 14
Families 14
Residential Unit Types and Occupancy 14
Vacancies 15
Tenure 15
Overcrowding 15
Household Income 16
Income Groups 16
Poverty Level 16
Households Overpaying for Housing 17
Housing Stock 17
Age of Housing Stock 17
Incomplete Plumbing 18
Housing Unit Value 18
Labor Force 19
Employment Composition 19
Employment Location 19
Employment Projections 19

HOUSING NEEDS HE-20
Satisfaction of Regional Fair Share 21

Population Groups with Special Needs **25**
Elderly Persons 25
Large Households 26
Farmworkers 27
Female Headed Households 27
Persons with Disabilities 27
Students 28
Emergency Shelter 28

CONSTRAINTS TO AND OPPORTUNITIES FOR HOUSING DEVELOPMENT **HE-29**
Constraints to Housing **29**
Environmental Constraints **29**
Slope and Soil 30
Seismic Motion 30
Flood Zones 31
Wildland Fire 31
Economic Constraints **31**
Land Costs 32
Construction Costs 32
Financing Costs 32
Governmental Constraints **33**
Land Use Controls 33
Residential Design Standards 34
Development Review and Processing Time Frames 37
Development and Permit Fees 38
Infrastructure Constraints **39**
Circulation System 39
Storm Drainage 40
Wastewater Treatment 40
Fire Protection 41
Police Protection 41
Water Supply 41
School Districts 42
Public Transportation 43
Commercial Services 43
Opportunities for Housing **43**
Vacant and Underutilized Parcels 43
Sites Suitable For Low and Moderate Priced Housing 43
Sites Suitable for Residential Second Units 44
Annexation of Sites Suitable for Development 44
Sites Suitable For Manufactured Housing and Mobile Homes 45

Sites Suitable For Employee Housing 45
Sites Suitable For Affordable Student and Faculty Housing 45
Sites Suitable For Emergency Shelters/ Transitional and Supportive Housing 45
Housing for Persons with Disabilities 48
Community Development Block Grant (CDBG) and HOME Funds 49
Housing Trust Fund of Santa Clara County (HTSCC) 49

OPPORTUNITIES FOR ENERGY AND RESOURCE CONSERVATION HE-50

HOUSING GOALS, POLICIES, PROGRAMS, AND OBJECTIVES HE-54
General Strategy 54
Goals, Policies, and Programs 55
Summary of Objectives 70

APPENDIX A A-1
Secondary Unit Survey

APPENDIX B B-1
Secondary Unit Survey Results

APPENDIX C C-1
Housing Element Community Comment Survey

APPENDIX D D-1
Housing Element Community Comment Survey Results

APPENDIX E E-1
2009 Housing Element Implementation

APPENDIX F-1 ..... F1-1
Vacant and Underutilized Parcels Site Inventory

APPENDIX F-2 ..... F2-1
Vacant and Underutilized Parcels Map

APPENDIX G G-1
New Residential Construction by Year, 2007-2014

APPENDIX H H-1
Estimated Fees for Housing Construction 2014

Housing Element

INTRODUCTION

501. The Town of Los Altos Hills offers a residential environment rare in the San Francisco Bay Area. Its semirural density, rolling terrain, dense vegetation, strong community stand on environmental protection and compatibility, and its adjacency to lands of the Midpeninsula Regional Open Space District have resulted in a highly desirable location for residential development. This desirability, even with severe constraints to development such as extreme slopes, unstable soils, hydrologic hazards, and a minimal vehicular circulation system, has driven the cost of housing in the Town upward. Nonetheless, residential development, the only type of development allowed within the Town, is low in density and carefully sited into the land to ensure compatibility and harmony between residents and the environment. It is a setting, both natural and man-made, which makes Los Altos Hills distinct among its suburban-density neighbors to the north, east, and south.

502. In the mid-1950's Santa Clara County's trend of permitting development to over-burden the natural environment through higher densities and smaller lots served as a catalyst for the Town's 1956 incorporation. The County's pattern of development approvals was considered counter to sound stewardship of the land and its delicate resources. The existing development pattern at the time of incorporation was very low density, rural residential with one acre and larger minimum lot sizes. To preserve the scenic character and beauty of the natural environment, the Town founders chose to retain the existing residential densities, limit the development area on each property and restrict excessive grading and removal of native vegetation. Then, today, and most likely into the future, it is the community's desire to preserve and maintain this rural atmosphere associated with its established residential areas.

503. In addition to the rural residential development allowed by the then newly incorporated community, the Town also allows uses accessory to rural residential style development such as small-scale crop and tree farming, keeping of horses and other domestic animals, and other agricultural pursuits compatible with the primary rural residential uses. The Town also encourages private and public recreational uses necessary to conveniently serve the residents, public and private schools, churches, fire stations, and community centers needed locally to serve Town residents. The goal in incorporation was to provide, amidst open spaces, residential uses and the minimum public and private facilities and services necessary to serve Town residents on a continuing basis. There are numerous constraints to development associated with the semirural community design.

504. Uses other than semirural residential, such as retail and medical services and employment centers, are readily available in adjoining, suburban communities, and their duplication in the Town, especially to serve a relatively small population, is unnecessary.

ROLE OF HOUSING ELEMENT

505. California is one of the most expensive states in the nation in terms of housing costs. The State Legislature took notice of this situation and made the following findings:

- "The lack of affordable housing is a critical problem which threatens the economic, environmental, and social quality of life in California";
- "California housing stock has become the most expensive in the nation";
- "Among the consequences of those actions are discrimination against low-income and minority households, lack of housing to support employment growth, imbalance in jobs and housing, reduced mobility, urban sprawl, excessive commuting, and air quality deterioration"; and
- "Many local governments do not give adequate attention to the economic, environmental, and social costs of decisions which result in disapproval of affordable housing projects, reduction in density of affordable housing projects, and excessive standards for affordable housing projects."[1]

506. From these findings evolved a requirement that a housing element be a part of every general plan[2]. As the general plan is a comprehensive, long-term plan for the physical development of the county or city, the housing element is "a statement of goals, policies, quantified objectives, and scheduled programs for the preservation, improvement, and development of housing."[3]

HOUSING ELEMENT PLANNING PERIOD

507. This Housing Element Update supersedes Los Altos Hills' 2009 Housing Element. The Update is intended to guide the Town's policies and programs on housing for the 2015-2023 planning period.

LOCAL HOUSING ISSUES

508. The Town's desire to preserve a semirural environment does not preclude commitment to housing issues. Two such key issues identified in the Housing Element are opportunities for more affordable housing and the provision of housing for the Town's aging population.

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1 Excerpts from Article 10, Section 65589.5(a) of the California Government Code.

2 Article 5, Section 65302 of the California Government Code identifies seven mandated general plan elements, which include land use, circulation, housing, conservation, open-space, noise, and safety.

3 Excerpted from Article 10.6, Section 65580 of the California Government Code.

509. After the adoption of the 1988 Housing Element, the renting of residential secondary dwelling units in Los Altos Hills was allowed. Being that secondary dwelling units were previously not permitted in the community, it is important to provide the residents of Los Altos Hills with information stating that second units are legal and encouraged. Since legalization, second units have added significantly to the Town's existing and available housing stock. Residential second units continue to provide the Town with an excellent source of more affordably priced housing, and the Town plans to continue promoting second units.

510. According to the 2010 Census, 41% of the Town's population consists of people over the age of 55, many of whom live in underutilized homes as younger household members have relocated. In addition, long-time elderly residents tend to stay in their homes. Therefore, the housing needs of the elderly will continue to be an important part of the Town's housing policy for years to come.

RELATIONSHIP TO THE GENERAL PLAN

511. The 2015-2023 Housing Element is one of the eight elements of Los Altos Hills' comprehensive General Plan. The Plan consists of the following elements: Land Use; Conservation; Open Space & Recreation; Pathways; Noise; Safety; Circulation; and Housing.

512. The Housing Element builds upon the other General Plan Elements and is consistent with the policies set forth in those elements. For example, the Land Use Element emphasizes low density residential, hillside protection, and green building strategies. Whenever any element of the General Plan is amended, the Housing Element will be reviewed and modified, if necessary, to ensure continued consistency between the elements.

PUBLIC PARTICIPATION

513. Government Code 65583(c) (B) requires that the Town "make a diligent effort to achieve public participation of all economic segments of the community in the development of the housing element". The public outreach strategy in Los Altos Hills has been formulated in consideration of the fact that the Town is small and is overwhelmingly comprised of private residents. Public outreach in support of the Housing Element Update included the following:

- A Second Unit survey mailed to every household in the Town
- A presentation by staff on the Housing Element and Survey at the Los Altos Hills Senior Commission
- A public hearing at the Planning Commission to introduce the Housing Element Update
- The formation of a subcommittee of the Planning Commission to review survey results, develop new policies and programs and review the Administrative Draft;
- A Community Comment Survey/Questionnaire sent to every household in the Town
- A Community Workshop to gather input from residents and interested parties

- The creation of a webpage for the Housing Element Update with status updates, news and information, and links to other housing related websites
- Public Notices on the Housing Element Update placed in the quarterly Town newsletter, the local paper and on the Town's website;
- Development of a mailing list of all interested parties

514. The 2014 Second Unit Survey (Appendix A) was mailed to all property owners within the Town limits in June 2014. This mailing served to obtain updated information on second units such as number of new permitted units, rental rates, etc., as well as to elicit comments on other programs under consideration in the 2015-2023 Housing Element such as the potential to allow for a floor area/development area increase for secondary units, an amnesty program to legalize existing second units and the level of interest in secondary units on lots that are less than one acre in area. The Survey followed up a very successful 2009 Second Unit Survey that helped the Town identify progress on the development of new secondary units and the rental rates being charged. The Survey also served the double purpose of informing residents that Second Units are both legal and encouraged in Los Altos Hills. Results from the Second Unit Survey are included in Appendix B.

515. The Planning Commission held a public hearing on September 18, 2014 to introduce the initial draft of the Housing Element and provided staff with comments on the proposed changes along with potential questions for the Public Comment Card.

516. The Planning Commission created a subcommittee comprised of two Commissioners and staff whose purpose was to discuss and update goals, policies and programs that focus on meeting the Town's future housing needs. The subcommittee reviewed surveys and other public input and prepared recommendations to the Planning Commission. In addition, the subcommittee addressed comments received from the State Department of Housing and Community Development (HCD) on the draft Housing Element update and forwarded their recommendations to the Planning Commission and Town Council for incorporation in the document.

517. A Community Survey/Questionnaire (Appendix C) was mailed to all property owners to capture input from residents who may not appear at a public workshop. The survey/questionnaire provided a brief background on the Housing Element Process and asked qualitative questions such as:

- *If you are retired or retiring soon, what housing options are you considering?*
- *How can opportunities for secondary units be expanded in Town?*
- *How do you think the Town should address senior housing issues in the Housing Element?*

Results from the Public Comment Questionnaire are included in Appendix D.

518. Town staff hosted a Public Workshop on November 20, 2014 to gather further input from residents. The workshop described the Housing Element update process including applicable state laws, regional housing need allocation numbers, current statistical data and a brief summary of potential new programs for secondary units. Following an informative presentation, members of the public asked numerous questions on the update process and suggested changes to existing secondary dwelling unit regulations along with other housing options designed to benefit elderly residents and allow them to remain in the community as they age. There was discussion about the importance of preserving Los Altos Hill's unique semirural character. Attendees and staff espoused the important role of second units in providing more housing options while maintaining the residential, semirural character of the Town, and discussed ways to further encourage their development. A mailing list was created from the names of those who attended.

519. The Draft was revised in response to comments received on the 2015-2023 Housing Element from the State Department of Housing and Community Development (HCD). The Draft 2015-2023 Housing Element was also posted on the Town's Web Page to allow all residents and interested parties the opportunity to view the document online and direct comments to City staff accordingly.

520. Prior to adopting the Housing Element, the Town posted the revised Draft Housing Element on the website and held public hearings at the Planning Commission and City Council. The public hearing schedule is incorporated in the Housing Element and hearings were advertised in the newspaper, mailed to all interested parties on the mailing list, posted throughout Town and placed on the Town Web Page.

ORGANIZATION OF THE HOUSING ELEMENT

521. The Housing Element consists of the following major components:
- A summary of the Town's existing and projected housing needs;
- An assessment of the land, financial and administrative resources available to address Los Altos Hills' housing needs;
- A Background Report consisting of a detailed housing needs assessment, an analysis of constraints to housing production and affordability;
- A Housing Plan to address the Town's identified housing needs including housing goals, policies, and programs; and
- An evaluation of the Town's progress in implementing the housing programs established in the 2009 Housing Element update.

DATA SOURCES

522. Various sources of information are used to prepare the Housing Element, including:
- 2010 Census data as well as the 2008-2012 American Community Survey (ACS). These

sources remain the most comprehensive and widely accepted source of demographic information.

- Population and housing counts from the State Department of Finance (January 2014)
- Housing market information from newspapers, internet rent surveys and DataQuick sales transactions
- Association of Bay Area Governments (ABAG) Projection 2013 and ABAG's Regional Housing Needs Allocation (RHNA - July 18, 2013);
- Comparative data for income levels for various groups is provided by the 2008-2012 American Community Survey;
- The Town's 2014 Second Unit survey
- The Community Comment Survey/Questionnaire mailed out in November 2014
- The 2013 Senior Community Questionnaire/Survey
- Various Town documents, including the Zoning Ordinance and the General Plan.

EVALUATION OF THE 2009 HOUSING ELEMENT

523. As noted, this Housing Element represents an update to the Town's 2009 Housing Element. The 2009 Element's goals centered on efforts to provide for additional housing opportunities while at the same time preserving the Town's semirural residential environment and natural setting. Two such key issues were identified as opportunities in the 2009 Housing Element: opportunities for more affordable housing and the provision of housing for the Town's aging population. The 2009 Housing Element reflects an eagerness to promote second units, an affordable housing type that maintains the character of Los Altos Hills, and attention to the housing needs of the elderly, a major housing challenge for Los Altos Hills. In developing this Housing Element Update, an assessment of the 2009 Element was conducted, the purpose of which was to identify those aspects of that Element which were successful or continued to demonstrate promise and to eliminate or revise those components which did not yield the desired results.

524. The Town has successfully implemented a number of the programs outlined in the 2009 Element (The 2009 Housing Element Annual Progress Report is included as Appendix E). The success of these programs has resulted in:

- The development of 40 new residential second units between 2007 and 2014 with over 87% of the units renting at levels affordable to low and very low income households;
- Waiving the housing fee (currently $1,222) for all residential secondary units;
- Allowing for new second units to connect to existing sewer laterals and septic systems of the primary dwelling, which substantially reduces costs;
- Maintaining an inventory of secondary units and providing monthly and yearly updates on the construction of secondary units;
- Amending the Zoning Ordinance to allow board and care facilities and transitional housing;
- Amending the Zoning Ordinance to allow for Emergency Shelter housing on institutional land uses;
- Amending the Zoning Ordinance to allow for tandem parking for secondary dwellings;
- Amending the Zoning Ordinance to allow detached secondary dwellings to have basements which do not count towards floor area allowing for larger units;
- The completion of a Senior Community Questionnaire in 2013 to determine the needs of the Town's senior residents;
- Providing information to the Town residents about Community Development Block Grant funds for housing rehabilitation loans for lower income households on the Town website;
- Completion of an inventory of vacant and underdeveloped lands suitable for residential development;
- Updating the 2009 Secondary Unit Survey in July 2014 as a method of monitoring the success of the secondary unit program in meeting regional fair share requirements.

525. The following programs are still in the process of implementation or are ongoing:

- Making available additional information on topics such as the benefits of undergrounding utility lines, secondary unit information, updates on the construction of new units and rehabilitation of existing residential units, the benefits of brush and weed abatement, and hydrant upgrade requirements.
- Participate through Santa Clara County in the Community Development Block Grant Program to provide housing rehabilitation loans for low and moderate income households;
- Continued annexation of lots within the Town's sphere of influence;
- Facilitate and expedite the development of new housing units for all income levels in the community;
- Continue to review and process secondary units at staff level;
- Develop a secondary unit brochure to hand-out at the counter and post on-line;

526. The following are programs outlined in the 2009 Element that have not yet been implemented or adopted and will be carried forward to the 2015-2023 update:

- Amend the General Plan land use map for the Foothill College property from P (Public School) to PC (Public College) and identify multi-family residential as a permitted use;
- Amend the Zoning Code to allow a density of up to 20 units per acre on PC designated lands;
- Amend the Zoning Ordinance to allow housing for employees on parcels with existing non-residential uses.

527. Appendix E to this Element provides an in-depth, program-by-program discussion of the 2009 Element's implementation.

528. Those goals, policies, and programs found successful, potentially successful, and effective which were developed as part of the 2009 Housing Element have been carried forward either wholly or partially into this Element to continue those efforts. Likewise, those goals, policies, and programs of the 2009 Element found to be unproductive in terms of the Town's overall housing goals were not carried forward.

529. Los Altos Hills exceeded its ABAG Regional Housing Need Allocation for total number of units constructed in the 2007-2014 planning cycle through the construction of 47 new single family estate homes and 40 attached and detached secondary dwelling units. The Town's single family residential production surpassed the Regional Housing Needs Allocation (RHNA) targets in the above moderate income category, while the number of affordable constructed ranged from 23 to 100 percent of the targeted RHNA totals. The Town was very successful in meeting the extremely low and very low income categories in that the number of units produced (25) very closely

matched the fair share requirement (27). The results show that Town's efforts to promote affordable second units are working reasonably well, producing units at the low and very low income levels (see table below).

Residential Unit Type Income Category	**2007-2014 ABAG Regional Fair Share**	**Actual Residential Units[4] Constructed**
Extremely Low	13	13
Very Low	14	12
Low	19	10
Moderate	22	5
Above Moderate	13	47
Total	**81**	**87**

[4] The breakdown of units constructed among affordability categories was based on overall home prices in Los Altos Hills as well as the 2014 Second Unit Survey. Accordingly, second units were split between the extremely low, very low, low, and moderate income categories based on the monthly rental rate of the unit and the amount of income that would be required to afford that unit based on a maximum rental allowance of 30% of the gross monthly salary. The Second Unit Survey reported that about one third of occupied units do not currently charge rent which would place those units under the extremely low income category. It is assumed that all new single-family dwellings fall into the above moderate category, given the high average home prices in the community.

POPULATION, HOUSING AND EMPLOYMENT TRENDS

530. A snapshot of population, housing and employment trends reveals:

- The Town has a vacancy rate of 3.8 percent, reflecting a very stable housing stock and indicative of low residential mobility.
- The Town continues to grow at a relatively slow pace, due in part to a limited supply of easily and inexpensively developable land;
- The Town's population, like that of the region and nation, is aging, and the Town's median age is higher than the County and State;
- The Town's household income is among the highest in the County and State;
- There were two homeless individuals counted in Los Altos Hills in the most recent County Homelessness Survey (January 2013);
- There is minimal occurrence of poverty, overcrowding, or unemployment within the Town;
- Most of the Town's households are made up of families;
- The Town's housing stock is in good to excellent condition;
- The value of the Town's housing stock is extremely high.

531. Many of the Town's residents specifically selected Los Altos Hills as their place of residence despite higher housing costs and fewer housing options than surrounding communities. This is because the environment in which the Town is set has been carefully preserved and cultivated over the years, the quality of schools is excellent, and preserving the natural landscape is a high priority for many residents. In addition, land prices and home prices are very high, which places economic constraints on alternative housing options, including density bonus provisions. Working within these factors is the unique challenge for the planning staff and the Housing Element document itself.

DEMOGRAPHICS

532. The data in the table below provides a demographic profile of the Town's community. Further analysis is found in subsequent sections.

Table 1
Selected Population and Household Characteristics

	Los Altos Hills	County	State
Total Population 2014	8,354	1,868,558	38,340,074
Total Population 2010	7,922	1,781,642	37,253,956
Total Population 2000	7,902	1,682,585	33,871,648
Total Population 1990	7,514	1,497,577	29,760,021
Percent Change 2010-2014	5.45%	4.88%	2.92%
Percent Change 2000-2010	0.25%	5.89%	9.99%
Percent Change 1990-2000	5.1%	12.3%	13.8%
Age Composition - 2010			
Under 18 years	22.90%	24.10%	25.00%
18-64 years	53.93%	64.80%	63.70%
65+ years	23.20%	11.10%	11.40%
Median Age – 2010	50.20	36.20	35.20
Racial Composition – 2010			
White	68.40%	47.00%	57.60%
Hispanic or Latino	2.70%	26.90%	37.60%
African American	0.50%	2.60%	6.20%
Native American	0.10%	0.70%	1.00%
Asian/Pacific Islander	26.70%	32.40%	13.40%
Other/Two or more races	3.70%	4.90%	4.90%
Median Household Income 2008-2012	$196,484	$90,747	$61,400
Median Household Income - 2000	$173,570	$74,335	$47,493
Median Household Income - 1990	$115,851	$48,115	$35,798
Average Household Size - 2010	2.85	2.92	2.96

Source: U.S. Census Bureau 1990 & 2000 Census & 2010 Census; 2008-2012 ACS; 2013 ABAG Projections; California Department of Finance 2014 Population Estimates

Population Growth

533. The Bureau of the Census found the Town's population grew from 7,902 in 2000 to 7,922 in 2010 reflecting a very small increase of 20 residents or 0.25 percent. This time period encompassed a substantial economic downturn that significantly affected the local economy including the Town of Los Altos Hills. The economic downturn ended in 2009 and by 2011, the

regional economy started to expand. By 2014, the State Department of Finance estimated that the population of the Town was 8,354, for a total growth of 432 persons or 5.45 percent between 2010 and 2014. However, it should be noted that a significant portion of that population increase can be attributed to the annexation by the Town of 52 properties in the West Loyola and Olive Tree areas, which added approximately 150 residents (35% of the total increase).

Age Characteristics

534. The median age of the Town's residents in 2010 was 50.2, an increase of 3.5 years from 2000 when the median age was 46.7 years. This continues a pattern which showed an increase of 2.4 years between 1990 and 2000 and a large increase of 6.7 years between 1980 and 1990. This increase in age is likely attributable to the greater cost of housing in the Town than other areas of the County, which precludes younger, less affluent households from moving into the community. In addition, existing residents tend to have lived in the community for a longer period of time due to the desirability of the area. This trend has continued with 23.2 percent of the Town's population consisting of residents over the age of 65 years, compared to around 11 percent for the County and State. Persons under the age of 18 currently comprise just under 23 percent of the Town's population. These population trends are expected to continue due to the high cost of living in the community and it is anticipated that the percentage of residents over the age of 65 will continue to increase.

535. While the Town's population continues to age, increased demands will be placed on senior social and health services provided by the Town, County, State, and Federal governments. The overall aging of the population will also place demands on the type of housing developed or rehabilitated within the Town, especially to meet the needs of older, potentially less mobile individuals.

Ethnic Diversity

536. The Bureau of the Census found the Town's population in 2010 to be predominantly White (68.4%) with Asian and Pacific Islanders comprising another (26.7%) of the Town's population. Other categories tabulated included Hispanic or Latino (2.7%), Black (0.5%), Native American (0.1%), and other (3.7%). The Town is less diverse than Santa Clara County as a whole, though the Asian population has grown significantly over the last couple decades.

HOUSEHOLDS AND RESIDENTIAL UNITS

537. The data in the table below provides a housing profile of the community. An analysis of the data presented in the table is provided in the sections that follow.

Table 2
Selected Housing Characteristics

	Town	County	State
Total Households – 2010	2,829	604,204	12,577,498
Total Households – 2000	2,740	585,863	11,502,870
Total Housing Units – 2010	3,001	631,920	13,680,081
Total Housing Units – 2000	2,816	579,329	12,214,549
Median Year Homes Constructed	1967	1969	1970
Percentage of Units Owner Occupied – 2012	87.4%	58.1%	56.0%
Vacancy Rate – 2012	3.8%	4.4%	8.8%
Housing Values and Costs – 2012 Median Housing Value Median Rent (for secondary dwellings)	 $1,000,000+ $1,850	 $656,600 $1,508	 $383,900 $1,209

Sources: U.S. Census Bureau 2000, 2010 Census, 2008-2012 American Community Survey, 2014 Second Unit Survey

Number of Households

538. The Census Bureau found there were 2,829 households in the Town in 2010, an increase of 89 from the 2,740 households reported in the 2000 Census. Of the 2,829 occupied housing units in Los Altos Hills, 2,582 are owner occupied and 247 are renter occupied.

539. Beyond 2014, households in the Town and its Sphere of Influence are expected to increase, but at an even slower rate. The California Department of Finance estimates the number of households in the Town and its Sphere will increase from the 2010 figure to a projected 3,130 households by the year 2020, representing an annualized increase of 0.7 percent during this period. The slowing increase in the number of new households is directly linked to the diminishing supply of land with which new housing can be constructed along with sewer capacity constraints and substantial physical and environmental constraints to development (the Town is bordered by incorporated communities and open space lands).

Household Size

540. The Census Bureau found there to be 2.85 persons per household in 2010, a very slight decrease from 2000 when there were 2.86 persons per household. The decrease in household size during that ten year period is contrary to ABAG's *Projections* which expected an increase in the Town's household size from 2000 to 2010 and beyond**.**

Families

541. According to the Census Bureau in 2010, 2,371 of the Town's 2,829 occupied households were defined as family households while 458 were classified as non-family households. Approximately 78 percent of the families are married couple families, and nearly 39 percent of all families have children under 18. The latter statistic represents a slight decrease from 2000 Census data, when it was reported that nearly 40 percent of all families in the Town had children under 18.

RESIDENTIAL UNIT TYPES AND OCCUPANCY

542. In 2010 the Town had a total of 3,001 residential units, an increase of 186 units from 2000 when 2,815 residential units were recorded by the Census Bureau. Of those 3001 units, the 2008-2012 American Community Survey reported that 2,838 are detached housing (including 6 mobile homes) and 56 are attached units. The remainder are group quarters. The additional 186 units results in a yearly average increase of 19 units added to the Town's housing stock during the ten year census period, which is substantially greater than the approximately 11 unit/year average for new dwelling unit construction that the Town experienced during the 2007-2014 Housing Element planning cycle. This difference can largely be attributed to annexations by the Town which add to the overall housing stock but are not counted as new housing units in the Housing Element. Based on the value of existing properties, the lack of nonconforming uses (residential hotels, mobile home parks), and the fact that the Town is almost entirely residential in land use, the Town has no designated at-risk affordable housing units.

543. Nearly all of the Town's residential units are detached single family residences and secondary dwelling units. The Town's legalization and encouragement of second units has increased the number of such units approved and constructed and the 2014 Second Unit Survey also indicated significant interest in constructing second units on individual properties.

544. The only other type of housing facilities in Town consist of two group living facilities located within the Town's boundaries – Daughters of Charity Campus and Poor Clares Monastery. The Census identifies these facilities as group quarters rather than as housing units, and they provide housing for up to 100 persons (60 individuals at the Daughters of Charity and 40 individuals at Poor Clares Monastery). The Daughters of Charity campus consists of three individual dwelling

units, group living facilities for up to 20 individuals with a common kitchen, and an assisted elderly care facility for up to 40 individuals with 24 hour nursing care. The assisted care facility generally caters to retired nuns who worked for the organization and provides supervised medical care for these individuals. Poor Clares is a monastery wherein individuals live in group quarters with a shared kitchen. The individuals living at these facilities are generally categorized as very-low or extremely low income. The Town recognizes this unique contribution of housing to the region and encourages these uses to remain.

Vacancies

545. According to the Census Bureau, only 172 of the 3,001 residential units were vacant in 2010, resulting in an overall vacancy rate of 3.8 percent. Of the 172 vacant units, 50 were vacant due to their use as seasonal or vacation residences, resulting in an even lower vacancy rate for those units intended for year-round habitation (2.2%). None of these figures include the two group quarters. The 2010 vacancy rate was lower than desirable vacancy levels to accommodate residential mobility due to the extraordinary growth in the housing market in Santa Clara County.

Tenure

546. According to the Census Bureau, the Town of Los Altos Hills had 2,829 occupied residential units in 2010, of which 247 (8.7%) were occupied by renters and 2,582 (91.3%) were owner occupied. The Town's housing stock currently provides housing for approximately 8,350 residents. Approximately 625 of these residents reside in a renter occupied units while 7,725 inhabit owner occupied units. The average household size for renter occupied units was 2.53 persons per household, which is below the average household size of 2.88 persons for owner occupied units. Both these averages are below the County's average household sizes of 3.00 and 2.80 for owner occupied and renter occupied units, respectively.

547. 2010 Census data indicates that 38 percent of all owner occupied units in Los Altos Hills are owned by elderly householders (over 65 years of age). In contrast, only 26.3 percent of owner occupied units in the County are owned by the elderly.

Overcrowding

548. The 2006-2010 Comprehensive Housing Affordability Strategy (CHAS) report indicates that of the occupied units in Los Altos Hills, no residential units were classified as being overcrowded. By definition, an overcrowded unit is defined as a unit occupied by more than one person per room (excluding the kitchen and the bathrooms). By comparison, the incidence of overcrowding in Santa Clara County as a whole was estimated at 12.4 percent.

HOUSEHOLD INCOME

549. According to the 2008-2012 American Community Survey (ACS), Los Altos Hills had a median household income of $196,484, almost twice the 2014 County median of $105,500. Mean and median household incomes for Los Altos Hills have historically been significantly higher than the County as a whole and this disparity increased between 2000 and 2012. ABAG predicts the Town and its Sphere's mean income will continue to be the highest in the County until 2020, when they project a mean household income (in constant 1995 dollars) of $302,400.

Income Groups

550. The United States Department of Housing and Urban Development defines five income groups, as follows:

- *Extremely Low Income*- Households earning up to 30 percent of the regional median household income.
- *Very Low Income* – Households earning up to 50 percent of the regional median household income
- *Low Income* – Households earning up to 80 percent of the regional median household income
- *Moderate Income* – Households earning between 80 percent and 120 percent of the regional median household income
- *Above Moderate Income* – Households earning above 120 percent of the regional median household income

551. According to estimates based on information from Census Bureau, the Town of Los Altos Hills was made up of approximately 12.6 percent very low income households, 5.9 percent low-income households, 8.3 percent moderate income households, and 63.8 percent above moderate income households.

Poverty Level

552. Poverty level, as defined by the Federal government, is adjusted annually and encompasses not only income levels, but also family size, number of children, and the age of the family householder or unrelated individual. According to the latest estimates, 3.1 percent of the Town's total population was below the poverty level, totaling 237 individuals. There are 76 families below the poverty level, representing 3.1 percent of families. Data from the CHAS reports that of the 130 households considered extremely low income, 25 are renters and 105 are owners.

Households Overpaying for Housing

553. Housing is generally the greatest single expense for California families. Due to differing family income levels and sizes, it is difficult to set a specific maximum percentage of income a household should devote to housing. Generally, a household should not contribute more than 30 percent of its income to housing in order to prevent sacrificing other necessary expenditures. Devoting a sum greater than 30 percent (depending on family size and income) of a household's income can result in hardship and difficulty in providing other necessary goods and services. Severe overpaying occurs when households pay 50 percent or more of their gross income for housing. Statewide, the impacts of high housing costs tend to fall disproportionately on extremely low, very low, and low-income households, especially renters. Higher-income households may choose to spend greater portions of their income for housing whereas the cost burden for lower-income households reflects choices limited by a lack of a sufficient supply of housing affordable to these households. Data from the Comprehensive Housing Affordability Strategy (CHAS) shows that among lower income households, 289 households are considered to be overpaying for housing. Sixty-nine lower income households that are overpaying are renters and 220 are owner-occupied.

554. There are 2,829 occupied residential units in Los Altos Hills, of which 2,582 (91.3%) were owner occupied. Among renter occupied households, 60.4 percent spent less than 25 percent of their income on rent, up from 30.5 percent in 2000, while 15.1 percent use between 25-34 percent of their income.

555. Of the 2,582 owner occupied housing units, 63.4 percent spend less than 25 percent of their income on housing payments, 6.1 percent pay between 25-35 percent, and 21.3 percent pay more than 35 percent of their income on housing. For those with a mortgage, only 41.3 percent are spending less than 25 percent of their income on mortgage payments, and 34.7 percent are paying over 35 percent.

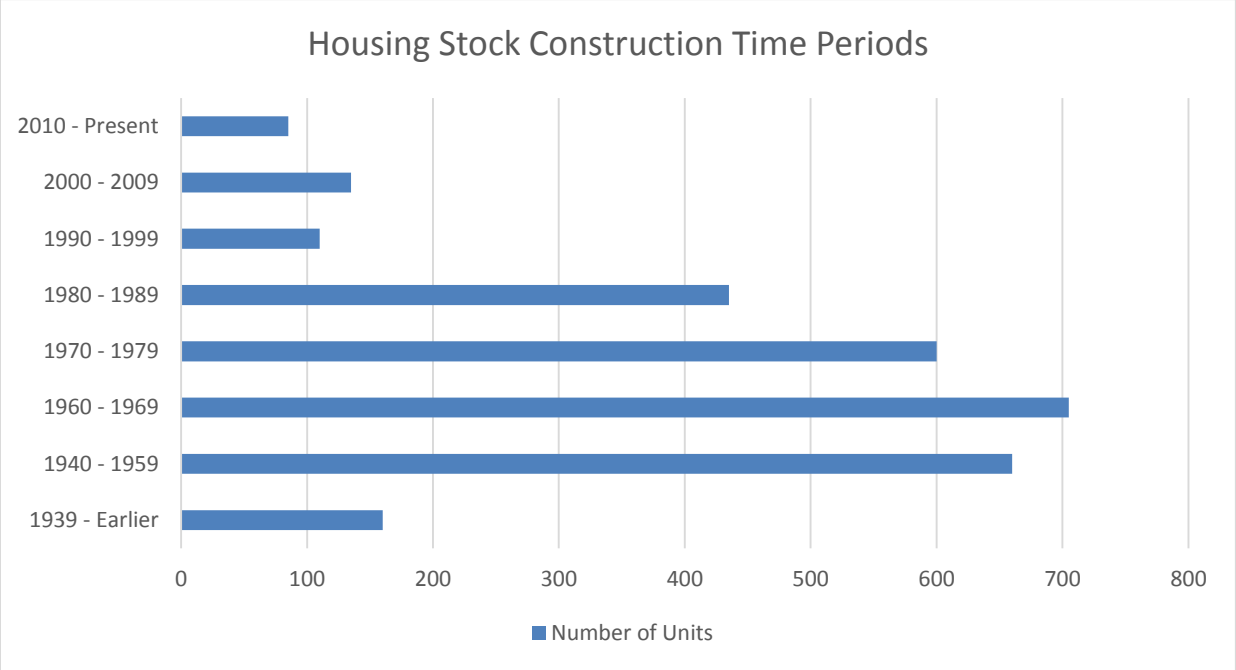
556. On the topic of overpaying for housing, it is important to note that the Town of Los Altos Hills has become a very desirable place to live. With limited supply of housing, and strong demand, basic economics dictate high prices. Many households choose to pay more than the standard allocation of household income for housing for the opportunity to live in the Town, even with the availability of less costly housing in nearby communities.

HOUSING STOCK

Age of Housing Stock

557. The Town has very few if any homes that need replacement or rehabilitation. The 2008-2012 American Community Survey indicates that most of Los Altos Hills' housing stock was

constructed between 1950 and 1990, similar to Santa Clara County's housing. Twenty percent of the Town housing stock was constructed between 1940 and 1960 and 71 percent was built between 1960 and 1980.



Incomplete Plumbing

558. Incomplete plumbing usually refers to a lack of running water or flushing toilet and is sometimes associated with substandard rural housing. Based on previous census data and the value of land and structures in the community, there are almost no units with incomplete plumbing in Town. Furthermore, all units constructed after 2000 include complete plumbing systems and were inspected by the Town's Building Official.

Housing Unit Value

559. The Bureau of the Census defines the value of a housing unit as the respondent's estimate of the current dollar worth of the property if the unit is owner-occupied, or the asking price if the property is vacant (excluding rental units). Within the community of Los Altos Hills, 99 percent of all housing units were valued at $1,000,000 or more in 2014. The 2000 Census listed a median home value for single family homes in Los Altos Hills at $1,000,000 and today the range is estimated to be from $3 million - $5 million. A brief survey of listed vacant single family homes on the market in June 2014 turned up a median asking price of $4,575,000 with a median size of 4,345 square feet. The Town's median home prices have historically been much higher than the County median. There is only a very small rental market in Los Altos Hills; about nine percent of homes are renter occupied, the majority being second units and rooms for rent.

560. The housing and land values in the Town owe much to the Town's semirural, quiet setting not readily available elsewhere on the San Francisco Peninsula as well as its access to area destinations and its proximity to Silicon Valley.

LABOR FORCE

Employment Composition

561. According to the 2010 Census, the Town of Los Altos Hills had a labor force of 4,085 people, 97.8 percent of whom were employed and 2.2 percent of who were not. ABAG's *Projections 2013* has estimated that there are 4,570 employed residents in the Town and in the Sphere of Influence, and that this amount will increase to 5,440 by the year 2030.

562. The industries that employ a majority of Los Altos Hills' residents are manufacturing (23%), education, health and social service (22%), and professional scientific, management, administrative, and waste management services (21%). The Town is in proximity to Silicon Valley's electronics industries, as well as to six different institutions of higher education, including Stanford University, San Jose State University, and Santa Clara University.

Employment Location

563. Because the Town is nearly completely residential in makeup, nearly all of Los Altos Hills' employed labor force commutes outside the Town's corporate boundaries to the work place, except the 10 percent who reported working at home. Of those who commute, 97 percent drive, 87 percent in single occupancy vehicles. About 64 percent of commuting workers traveled 20 minutes or more in each direction. For those employed within the Town's corporate limits most operate at-home businesses, or are employed by at-home businesses, or are employed by the community college and several schools within the Town's corporate boundaries. There are no retail, business, or industrial employment centers located within the Town's corporate limits.

Employment Projections

564. In *Projections 2013***,** ABAG projects the number of employed residents of Los Altos Hills and its Sphere will increase from 4,475 in 2010, to 5,440 in the year 2030. The Town itself does not allow any traditional retail, business, or service uses which would normally be the source of new employment growth. One potential generator of employment growth, and a generator for which there are no known reliable statistics or reporting mechanisms, is household domestic workers. Some of the individuals employed as domestic workers are provided housing by their employers either within main residences or within detached guest quarters or residential second units.

HOUSING NEEDS

565. It is evident from the preceding section of this Element that the Town has little localized unmet housing need. The Town does not allow any retail, service, or industrial uses which would generate employment, and in turn, demands for new housing. Therefore the Town does not by itself generate a demand for housing. Rather, demand for housing is generated beyond the Town's limits, along the San Francisco peninsula, Silicon Valley and in the East Bay.

566. Although there is an absence of localized housing need, the Town is required to participate along with the balance of the region in addressing regional housing needs.

567. The Association of Bay Area Governments (ABAG) is charged by the Legislature to determine the region's[5] overall housing needs, particularly for households of moderate income and below, and to allocate to each county, city, and town a "fair share" of that regional need. For the Town of Los Altos Hills, ABAG determined there to be a need for 121 additional residential units in the Town and Sphere to meet the Town's share of the regional need[6] for the period of 2014-2022.

568. In making its projections, ABAG refined the estimated need into the four household income categories discussed earlier in this Element, as follows:

Table 3
Housing Fair Share Allocation by Income
2014-2022 (ABAG DATES)

Income Category	2014 Income	Regional Fair Share	% Regional Fair Share
Very Low Income	$53,050	46	38%
Low Income	$84,900	28	23%
Moderate Income	$126,600	32	27%
Above Moderate Income	>$126,600	15	12%
Total		121	100%

569. The California Government Code requires the Town to develop a Housing Element which establishes goals, policies, programs, and quantifiable objectives designed to ensure that the regional fair share is met. It can be presumed that 50 percent of very low-income households qualify as extremely low income households, which would be about 23 households with an income less than 30 percent of area mean income.

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5 The Association of Bay Area Governments includes the Counties of Sonoma, Marin, Napa, Solano, Contra Costa, Alameda, San Mateo, and Santa Clara, and the City and County of San Francisco

6 Source: *Housing Needs Plan*, July 2013, Association of Bay Area Governments.

SATISFACTION OF REGIONAL FAIR SHARE

570. Review of Town records indicates that from 2007 through November 2014, 87 new (not including replacement single-family dwellings) residential units were completed and granted occupancy. This compares with 92 new residential units constructed between 2002 and 2006 and 137 homes between 1998 and 2002. It is reasonable to assume that all of the new single-family units constructed were within a price range affordable only to households classified as being above moderate income based on the value of the dwellings.

571. In 1989, the Town removed restrictions on the construction and occupancy of secondary dwelling units thereby making them part of the Town's available rental housing stock[7]. Prior to that action, residential second units could not be rented and could only be occupied by relatives of the property owner or by individuals employed by property owners for on-site custodial and housekeeping activities. That action alone has increased the number of residential units available for rent by more than 575 based on an extrapolation of data derived from the Town's 2014 Residential Second Unit Survey.

572. The Town conducted a Second Unit Survey in 2014 to confirm the number of existing residential second units and monitor the success of the secondary unit program in the production of affordable rental housing, as well as to gauge community interest in the development of additional residential second units. The complete results of this survey are included in Appendix B.

573. The 2014 Survey was delivered to each of the Town's 2,854 households, 978 of which returned it, representing a 34 percent return rate. One of the questions posed in the survey addressed the amount of rent charged for residential second units. Table 4 shows the maximum affordable rent for a one-person, two-person and four-person household based on the 2014 state income limits and monthly rent equal to 30% of their monthly income maximum.

Table 4
RENT RANGES FOR RESIDENTIAL SECOND UNITS

Income Category	Income Range One- person	Maximum Rent	Income Range Two-person	Maximum Rent	Income Range Four-person	Maximum Rent
Extremely Low	$22,300	$557	$25,500	$637	$31,850	$796
Very Low	$37,150	$929	$42,450	$1,061	$53,050	$1,326
Low	$59,400	$1,485	$67,900	$1,697	$84,900	$2,122
Moderate	$73,850	$1,846	$84,400	$2,532	$105,500	$3,165

[7] Residential second units cannot be sold and owned separately from the primary residential unit.

The Second Unit survey done in 2009 revealed that 86% of the households in secondary units consisted of one and two-person households. Therefore, staff provided four rental ranges in the 2014 survey that more adequately reflected the typical second unit household of one or two persons instead of the standardized four-person in the extremely low, very low, low, and moderate income ranges. The survey results on second unit rents are presented in Table 5.

Table 5
RENT RANGES FOR RESIDENTIAL SECOND UNITS

Income Category	Rental Range	Rent Distribution for all units surveyed	Rent Distribution for post 1999 units surveyed
Extremely Low	No rent or Rent <$800	30%	25%
Very Low	Rent = $800 - $1,200	31%	44%
Low	Rent = $1,200 - $1,600	26%	20%
Moderate	Rent = > $2,300	13%	11%

574. It should be noted that approximately 30 percent of the respondents stated that at the time of the survey, no rent was charged for the occupied secondary dwelling unit. It should also be noted that, based on income limits set by the State Department of Housing and Community Development, the response on rental ranges indicates that approximately 61 percent of the Town's second units would be affordable to extremely low and very low income households (up to $1,200 per month), and that 87% of the total would be affordable to low income households (up to $1,600 per month). Therefore, the second units constructed in the community are overwhelmingly being occupied by households in the lower income categories.

575. The second unit survey also collected information on the general age of the unit, allowing staff to assess any differences in the rent structure on newer units. Of the 191 survey respondents with a second unit, 60 had units built after 1999 (built within the last fifteen years). As indicated in Table 4, the rent distribution on these newer units is actually more affordable, with 69 percent renting at ranges affordable to extremely low to very low income households.

576. The 2014 survey further indicates that 100 residential second units were constructed before 1990, and perhaps as many as 332 units (as the 978 responses represented a 34 percent response rate), were legalized by the Town's second unit ordinance adopted in 1988. The survey also indicated at least 193 secondary dwelling units exist in the community.

577. Town records of building permits issued from 2007–2014 show that 40 secondary dwelling units were constructed and that new second units account for 46 percent of all new residential units constructed during this time period, up from 27 percent of all residential units constructed during the previous planning period. Based on percentages derived from the second unit survey, Table 6 distributes the new second units approved between 2007 and 2014 by income category.

Table 6 Distribution of Secondary Dwelling Units by Income Category 2007 - 2014	
Income Category	**Number of Units**
Extremely Low/Very Low Income	25
Low Income	10
Moderate Income	5
Total	**40**

578. Table 7 encompasses the total of all new units constructed in the community with all 47 new primary single family detached residential units completed between 2007 and 2014 designated as above moderate units. This results in the following:

Table 7 Distribution of All Residential Units by Income Category 2007 - 2014		
Income Category	**2007-2014 ABAG Regional Fair Share**	**2007-2014 Actual Residential Permitted**
Very Low Income	27	25
Low Income	19	10
Moderate Income	22	5
Above Moderate Income	13	47
Total	**81**	**87**

Conclusion

579. Los Altos Hills met its overall 2007-2014 regional housing needs allocation for total number of new dwellings units constructed and basically succeeding in producing its share of very low income housing. However, the community fell short of meeting its goals for producing enough low and moderate income units. In the previous planning cycle, the Town exceeded its goals for very low and low income categories by a total of 10 units. The Town was more successful in meeting its goals in the 1999-2006 period partly because ABAG adjusted the Town's regional share of housing needs to more accurately reflect that Los Altos Hills is a non-employment generator in the region (the Town has no commercial zoning districts).

580. During the 2007-2014 planning cycle, the Town produced an average of 10-11 new dwelling units a year, 5 of which were affordable secondary dwelling units. Given this rate of construction, it is reasonable to assume that the Town may not be able to meet its regional housing need allocation numbers during the 2015-2023 cycle as the RHNA numbers have been increased 50% above the previous planning period (from 81 to 121 units). In addition, the allocated number of affordable units has increased by 56% (from 68 to 106 units). Being that the

Town relies primarily on secondary dwelling units to fulfill its affordable housing allocation numbers, several programs that seek to increase production of second units have been retained and carried over to this new planning period and additional programs have been added to further encourage their construction. The Town has also adopted zoning amendments to allow for increased floor area on second units through the use of basements and to allow for tandem parking. In addition to expanding opportunities for secondary dwelling units, the Town has also retained a program to assist in the development of affordable housing at Foothill College by proposing to change the land use designation of the college to allow for affordable student, faculty and employee housing and retained a program that provides for housing opportunities at other institutional designated land uses.

POPULATION GROUPS WITH SPECIAL NEEDS

581. State Housing Element Law[8] requires "an analysis of any special housing needs, such as those of the elderly, persons with disabilities, large families, farm workers, families with female heads of households, and families and persons in need of emergency shelter."

Table 8
Special Needs Groups

Special Needs Groups	Persons	Households	Percent*
Large Households**		319	11.3%
Renter		19	(5.96%)
Owner		298	(93.4%)
Seniors (65+)	1838		23.2%
With a disability	286		(15.6%)
Senior Households**		862	30.4%
Renter		24	(2.8%)
Owner		838	(97.2%)
Seniors living alone		135	(15.7%)
Persons with Disability	743		9.4%
Female-headed Households		125	4.44%
With related children		51	(40.8%)
Farm workers***	14		0.18%
Total Persons/ Household	7922	2829	

Source: 2010 Census (unless otherwise noted).
** Numbers in ( ) reflect the % of the special needs group, and not the % of the Town Population / Households*
*** Source: socds.huduser.org/chas/reports*
**** Persons employed in Farming, Forestry or Fishing Occupations*
Large Household: 5 persons or more

Elderly Persons

582. Statistics cited earlier in this Element indicate that the average age of Los Altos Hills' residents was greater than the County average, and that it will likely continue to increase over the next several years. The trend in Los Altos Hills is not unlike the national trend in that the average age of the population is increasing.

[8] Government Code Section 65583(a)(7)

583. There were 1,838 elderly residents (65 years of age and older) in the Town of Los Altos Hills, representing 23.2 percent of the total population. In addition, there were 688 residents between the ages of 60 and 64, and 689 residents between the ages of 55 and 59. The 2010 Census reports that the Town had 862 households with one or more elderly residents. Of these households 727 consisted of households with 2 or more persons, while 135 consisted of 1 person elderly households. This suggests that a majority of the Town's elderly are likely being cared for by family members or assisted by others in the same household. For elderly residents living alone, obtaining needs such as the provision of meals (due to mobility issues), transportation, and other typical senior services becomes a considerable challenge. These needs are now satisfied through a variety of programs operated and funded by the Town, Santa Clara County, and various social service agencies. With the Town's older population there is a probability that there are a considerable number of single family detached residential units which are under-utilized due to the fact that they were constructed to accommodate large families and now provide living space for one or two people.

584. The California Health and Safety Code Section 1568.031 provides that a residential care facility (defined as a facility serving six or fewer persons) is a residential use and must be permitted wherever residential uses are allowed. Similarly, California Government Code Section 65583(c)(1) also requires provisions for transitional housing. The proportion of elderly is expected to grow, and housing for the elderly will be a continuing concern in Santa Clara County. Although many elderly can continue to live in their own homes, particularly if structural modifications are made to help them cope with the disabilities that accompany aging, there will nevertheless be an increasing demand for specialized care facilities. The Housing Element includes programs that will allow some long-term Los Altos Hills residents who can no longer remain in their homes to continue living in Los Altos Hills. It is anticipated that the increasing number of second units will allow elderly residents to remain in their homes if desired, with the assistance of caretakers.

585. Between 2007 and 2014, the Town contributed $7,350 to the Los Altos Senior Center and $65,230 to the Community Services Agency for the provision of such services as emergency assistance, nutrition and hot meal programs, information and referral, and senior care management.

Large Households

586. In 2010, 11.6 percent (319) of all families residing in Los Altos Hills contained five or more family members. A large portion of the housing stock in Los Altos Hills is large and spacious, providing ample living space for the larger than average family. In fact, 2000 Census Data reported that homes in Los Altos Hills had a median of 8.2 rooms for all housing units, higher than the County median of 5 rooms per housing unit. Town records indicate that the construction of new residences have maintained this trend, resulting in the addition of large homes to the Town's housing stock. There is no information available to suggest that large families have a

special housing need in the Town.

Farmworkers

587. Agricultural operations in Town are very limited and there are no year round commercial agricultural operations that require farmworkers on a seasonal basis. The few, small farms, orchards, vineyards and equestrian operations that do exist require only occasional maintenance and are usually contracted out to companies that provide those services. In addition, many of the properties that require extensive maintenance have caretakers who live on the property rent free or pay reduced rent.

Female Headed Households

588. There are 125 female headed households in Los Altos Hills, constituting 4.4% of the total households in the community. Of these, only 51 have related children, or 1.8% of the total. The typical female headed household is a property owner and resides in a single-family dwelling. There is no information available to suggest that female headed households have additional special housing needs in the community.

Persons with Disabilities

589. According to the 2010 Census information there were 743 persons with a disability in the town. Of these, 413 persons are between the ages of 18 and 64 years, making up approximately ten percent of the population of that age range. In addition, according to the most recent data from the State of California Department of Developmental Services, there are 45 individuals with developmental disabilities in the community, 30 of which are children under the age of 18, and almost all currently live within the home of a parent or guardian. Nearly 75 percent of those individuals are employed. A public transportation disability is defined as a health condition which makes it difficult or impossible to use buses, trains, subways, or other forms of public transportation. Due to limited mobility, housing that does not create barriers to living is needed for the physically handicapped. Because there are no multi-family housing developments within the Town, issues associated with providing access for the physically challenged is not addressed on a daily basis. The Town has noticed over the past several years an increase in requests by individual households to include design features, both interior and exterior, to allow for access for the physically challenged. As a means of facilitating requests for accessibility modifications, the Housing Element includes a program to develop written procedures for reasonable accommodation requests with respect to zoning, permit processing, and building laws. Group homes and other community care type facilities for disabled persons are permitted uses in the zoning ordinance and can be developed to the same scale as single-family dwellings. As for larger scale facilities, the Daughters of Charity group living facility can accommodate persons with disabilities under their existing conditional use permit.

Students

590. The Town of Los Altos Hills encompasses Foothill Community College and is near a number of other colleges and universities, including Stanford University, Santa Clara University, De Anza Community College, and Menlo College. In 2010, there were 530 persons residing in Los Altos Hills enrolled in college. About 110 are enrolled in a 4-year college and are therefore likely to be full-time students. Full-time students are often categorized as temporary low-income persons. Thus, adequate low-cost rental housing is a major need demanded by this special needs population, a demand which is often satisfied through the renting of rooms in many of the Town's private residences. This also serves a secondary benefit in that many of the opportunities available to college students are with older members of the community, and the addition of a college aged student to a household provides opportunities for providing services to the older residents.

Emergency Shelter

591. Temporary emergency shelter has become a significant housing issue across the nation. Typically it includes shelter for individuals and households in need due to financial hardship, family difficulties, a natural disaster, or temporary unemployment. The number of homeless persons is increasing statewide, and this problem not only affects those individuals without shelter, but also, the welfare of the entire community. There are many such agencies attempting to address this concern, several of which are outlined in a later section of this Element.

592. While there are significant numbers of homeless individuals and families throughout Santa Clara County (7,631 homeless individuals were counted in the most recent county survey), there are only two known homeless individuals residing in the Town, as documented in the 2013 Santa Clara County Homeless Census and Survey. Over the years the Town has allocated $240,000 of funding received through participation with Santa Clara County in the Housing and Community Development Block Grant Program to the Community Services Agency of Mountain View's Project Match, to provide transitional housing in proximity to Los Altos Hills. Project Match program has recently been discontinued, replaced by Senior Housing Solutions. The Town also contributed $65,230 to the Community Services Agency of Mountain View between 2007 and 2014.

CONSTRAINTS TO AND OPPORTUNITIES FOR HOUSING DEVELOPMENT

593. Development within the Town of Los Altos Hills faces a number of constraints, some naturally occurring, others man-made. This section of the Element addresses each of these types of constraint areas. This section of the Element also addresses opportunities to promote and encourage the development of housing.

CONSTRAINTS TO HOUSING

594. Development constraints can be divided among four main categories: 1) environmental, 2) economic, 3) governmental, and 4) infrastructure.

595. As outlined in the following pages, the primary constraint to development in the Town of Los Altos Hills is the natural physical environment, accommodation of which is costly due to additional construction requirements, and is frequently undesirable due to overriding need for environmental protection. Economics of land value, which is high within the Town, cannot be mitigated by governmental intervention short of providing significant subsidies, the funding for which is not available. Land costs in the Town are high because of the highly desirable features afforded by the Town's environment. The Town's development processes are similar and in some ways less encumbering than the development processes of adjoining communities, and do not represent a significant constraint to development. Finally, infrastructure requirements, again consistent with adjoining communities, do represent a constraint to development, a constraint which can sometimes be satisfied and mitigated with additional improvements.

ENVIRONMENTAL CONSTRAINTS

596. The importance of environmental constraints in housing production is especially evident in a community with prominent topographical features such as those found in the Town of Los Altos Hills. Topographic characteristics in Los Altos Hills inhibit housing construction in some areas due to unsafe or difficult development conditions, including flooding, seismic motion, steep slopes, and soil instability. The Town's topography also affects the affordability of homes due to added costs created by more costly construction techniques required, such as additional engineering, grading, soil stabilization, non-traditional foundation systems, and site access. Several of the naturally occurring environmental constraints can suitably be mitigated, the cost of which is significant and contributes to higher housing prices. As the Town has developed over the years, the lands left undeveloped have typically been those which present the greatest constraints and costs to development due largely to naturally occurring environmental factors.

Slope and Soil

597. The Town of Los Altos Hills is characterized as having generally sloping terrain with frequently unstable and/or expansive soils beneath surface deposits. These two characteristics require that either the conditions be avoided, leaving tracts of land undevelopable, or alternatively, that engineering design be carefully reviewed to ensure that landslides and other slope/soil stability hazards are suitably mitigated. The necessity for additional engineering and construction provisions, as well as for greater scrutiny in design and construction oversight, adds to the cost of development, a cost which is ultimately passed on to the home buyer. As noted, much of the remaining undeveloped lands within the Town are those with the steepest slopes and the least desirable soils, making their development among the costliest in the Town.

Seismic Motion

598. The Town of Los Altos Hills is traversed by three major fault lines, including the Berrocal Fault, which runs from the western Town border to the southeastern tip of the Town boundaries; the Altamont Fault, which runs parallel to the Berrocal Fault to the north; and the Monta Vista Fault, which meanders from the northwest quadrant to the southeast quadrant of the Town. Although all of these fault lines are categorized by the State as potentially active, the history of seismic activity in the area does not include any significant movement along these faults.

599. In recent times, the closest area where earthquakes have originated is approximately one mile south of Los Altos Hills in Santa Clara County. This area experienced a series of 1.0 – 2.9 magnitude earthquakes (Richter Scale) during the time period from 1969 to 1973.

600. Additionally, there are two large fault lines within Santa Clara County, the San Andreas and Calaveras faults which are known to be currently active and could endanger the stability of Los Altos Hills' hillsides. The San Andreas Fault is located three to five miles southwest of the Town limits and the Calaveras Fault is located in the mountains east of San Jose. Although these faults do not traverse the Town of Los Altos Hills, it is likely that more earth movement would result within Town limits due to the Town's steep topography and unstable soils.

601. In October 1989, the Loma Prieta earthquake, originating in the Santa Cruz Mountains, caused significant damage in Los Altos Hills, resulting in the demolition of 7 homes and necessitating substantial repairs to more than 25 residential units. The damage seen from the Loma Prieta earthquake bears out the continued necessity for stringent earthquake safety ordinances in Los Altos Hills, which include restricting the siting of development and high standards of engineering design to ensure adequate safety levels in the event of strong earth movement.

602. While the effects of a significant seismic event would be widespread, the effects would be most intense on lands with steeper slopes and weak soils, which represents much of the remaining

undeveloped land within the Town and its Sphere of Influence.

Flood Zones

599. Although no major rivers traverse the Town of Los Altos Hills, a number of creeks, especially Adobe Creek, and the hilly terrain create flooding possibilities in numerous areas. The General Plan Geotechnical Hazards Map delineates all valley bottom terrain as being prone to 100–year storm flood inundation. Residential construction along creeks and within delineated flood zone areas is restricted by federal and local regulations to minimize erosion, maintain the natural creek characteristics, and to ensure safe housing conditions. The valley bottoms present some of the more level areas of land, and would otherwise be some of the least expensive lands to develop due to the absence of extreme slope conditions. However, because of the flood hazard conditions on many of the valley floors, the cost of construction is higher due to the need to account for drainage and flood control, a cost which is passed on to the home buyer, as well as the requirement that the home buyer acquire Federal flood insurance, at a substantial additional cost. Areas most subject to flooding have often been left undeveloped due in part to the costs associated with mitigating the potential hazards. In order to keep all flood management analysis consistent, an existing program will be carried forward in the Housing Element update to ensure that the Town will amend the Safety and Conservation Elements of the General Plan to include analyses and policies regarding flood hazard and management, as per AB 162. Per this program, the Town shall also annually review the Land Use Element of the General Plan for those areas subject to flooding as identified by the flood plan prepared by the Federal Management Agency or the Department of Water Resources (DWR).

Wildland Fire

604. The issue of wildland fire is a continuing issue in the development of Los Altos Hills' lands. Fueled by dense vegetation and extreme slopes, a wildland fire in 1985 destroyed thirteen single family residential units. The issue of wildland fire was emphasized in the 1991 Oakland Hills Fire, where more than 3,000 residential units were damaged or destroyed in a setting similar to that of the Town's. Steep terrain and extensive vegetation combine to create a setting which must be carefully evaluated and mitigated in the approval of new residential development. The Town often requires mitigation of the potential exposure of residential units to areas of relatively high fire danger, which tends to further increase the cost of residential development. Also, narrow roads, necessitated by the extensive steep terrain as a means of avoiding severe grading and leveling of the natural terrain, make access to the hillsides difficult.

ECONOMIC CONSTRAINTS

605. Economic factors, in addition to governmental and environmental factors, can significantly affect the availability and cost of housing. A major difference between economic and governmental

influences is that a jurisdiction has little or no control over the economic factors which affect the housing market, and these market factors can often offset a jurisdiction's attempts to make housing construction desirable and feasible. The three economic factors which contribute most to the constraint of housing development are:

- Land costs;
- Construction costs; and
- Financing costs.

Land Costs

606. The typically quoted cost for an acre of undeveloped land which has a reasonable potential for development within the Town of Los Altos Hills ranges from $1.5 million to $2.5 million dollars depending on its proximity to the freeway. While a minor portion of land cost can be attributed to the Town's minimum lot size requirements, a majority is attributable to the physical environment afforded within the Town, including such features as the hillside terrain, dense vegetation, other natural and man-made amenities, and the unique semirural residential community. Other cities and towns along the San Francisco peninsula which have high appeal in terms of places to live have similar high land values due to limited supply and high demand.

Construction Costs

607. Due to the need to accommodate steeply sloping properties, geotechnical constraints, and the provision of utilities and sewage systems, the cost of construction in Los Altos Hills is considerably higher than elsewhere in the Bay Area. Developers and contractors must compensate for these constraints, and additional costs for such items as grading, retaining walls and ensuring soil stability translate into construction costs that substantially exceed those of other Bay Area communities.

Financing Costs

608. Interest rates significantly affect the cost of a home, yet constantly fluctuate so that it is difficult to determine exactly how much of a burden they pose to home buyers. There is no evidence to suggest that the availability of loans for potential Los Altos Hills home buyers is less than in other regions of the Bay Area. Nor is there evidence to suggest that financing costs are any higher for Los Altos Hills than elsewhere in the regional area. Thus, although financing costs add a significant cost to home purchase; this additional cost is no different in the Town of Los Altos Hills than in surrounding communities.

GOVERNMENTAL CONSTRAINTS

609. Although governmental housing regulations are created for the purpose of ensuring an acceptable quality of housing development, these regulations can sometimes negatively affect housing availability. For example, development fees associated with securing the necessary approvals and permits are usually passed on to the home buyer, meaning that housing costs are increased. The challenge is to achieve a balance between the goal of maintaining safe, quality housing and the goal of providing affordable housing. This section examines governmental regulations which can act as constraints to development and provides a discussion of possible mitigation or removal of these constraints, and concludes that the Town's institutional regulations and processes are not a significant constraint to the development of housing in light of the Town's physical environment and community objectives to establish and maintain a semirural-oriented residential community.

610. Governmental factors which most affect the development of housing in the Town of Los Altos Hills are:

- Land use controls;
- Development review and processing time frames; and
- Development and permit fees.

611. Within the Town of Los Altos Hills the costs associated with the governmental process, both dollar and time costs are similar to those imposed by similar communities in the area and in some instances, are less. As a whole, the Town's processes and costs for development approval are considered reasonable, and are not considered an impediment or constraint to development.

Land Use Controls

612. Land use controls have been established to guide growth of the Town in an orderly manner and to preserve the health and safety of Town residents and improvements, as well as to protect the open and semirural residential character of the community. Land uses are regulated through the creation of two land use zones. These zones establish Los Altos Hills as a transition area between the urbanized mid-peninsula and the open coastal mountain range.

613. The two designated land use zones are as follows:

- *Residential-Agricultural District (R-A)* – The primary uses allowed are primary dwellings and agriculture, with a minimum lot size of one acre. Dwellings may be custom built or factory built and no design review is required for secondary dwelling units. Larger lot minimums may be imposed if it is determined that the slope of the land or other environmental constraints to development dictate a larger lot to ensure environmental protection, avoidance of naturally occurring or man-made hazards, and implementation of the Town's General Plan. Accessory uses, including home occupations and child daycare

homes, private stables, pools, tennis courts, greenhouses, workshops, antennas and dish antennas, secondary dwelling units, transitional housing, emergency shelters, and temporary trailer coaches are also permitted in the R-A zone. Additionally, conditional uses are acceptable provided the project meets the Town's regulations and the Council's approval. Conditional uses include: public libraries, churches, recreation facilities, temporary house trailers, day nurseries and kindergartens, public and private schools, public utility and services uses, fire and police stations, Town facilities, and commercial stables.

- *Open Space Reserve District (OSR)* – The primary uses allowed in the OSR zone are agricultural uses (including *horticulture* and grazing), forest preserves, and other open space uses. Accessory uses and structures other than buildings necessary to conduct a primary use are not permitted.

Residential Design Standards

614. To maintain its semirural character, the Town of Los Altos Hills has created a set of site design standards to be followed by all developers. As stated in the Town's Municipal Code, "All lots or parcels shall be designed so as to take maximum advantage of, while still preserving, the basic natural characteristics of the land."

- *Driveways* – A minimum 14-foot driveway width is required, with excessive widths prohibited as a means of minimizing impacts associated with land form modification. Where driveways are exceptionally long, the width, grade, and construction are also regulated by the Los Altos Fire Protection District to ensure adequate access for fire protection services.

- *Off-Street Parking* – Off-street parking for four vehicles is required for all single family detached residential units. Residential second units are required to provide one space reserved for the second unit only, although the parking space may be in located in tandem with existing parking. Off-street parking within the Town of Los Altos Hills is necessary due to the narrow, winding roadway system and the need to maintain the roadway system free of obstructions for normal and emergency vehicular traffic. The requirement for four off-street parking spaces stems in part from the lack of any public transportation serving the residential areas of the Town.[9]

- *Road Design Standards* – The minimum right-of-way width for most new public and private roads serving 3 or more lots or single family detached residential units, except fire

[9] The requirement for the provision of four off-street parking spaces for all single family detached residential units and one additional off-street parking space for residential second units does not appear to be a deterrent to the development of either type of residential unit.

or emergency roads, is 60 feet. Fire or emergency roads widths are variable. Grades in excess of 15 percent are generally not permitted.

- *Sanitary Sewer Improvements* – Every lot must be provided with adequate sanitary sewer disposal either through connection to a public sanitary sewer system or an individual septic system. A considerable portion of undeveloped lands within the Town's corporate limits as well as those undeveloped lands in the Town's Sphere of Influence are more than 200 feet from an existing public sanitary sewer line (connection to public sanitary sewer systems is required for new development within 200 feet of a sewer line). New development beyond this distance may utilize an individual septic system which may reduce costs associated with new housing development, although it should also be noted that the use of individual septic systems does represent a limitation on the development of lands not served by public sewer systems. In addition, recent code changes enacted by the county and the Town allow for secondary units to connect to existing septic systems if they have adequate capacity. This further reduces constraints to providing secondary units on existing properties.

- *Storm Drainage Improvements* – Drainage systems must be designed to minimize the effects of erosion, siltation, and flooding on immediate or distant downstream neighbors and public facilities.

- *Underground Utility Improvements* – All new and existing public utility systems and service facilities must be installed underground when properties are proposed for subdivision. Besides the obvious aesthetic benefit of underground utilities, the added benefit is protection of vital services delivered via these utilities such as electricity, telephone, and cable television. In the Oakland Hills Firestorm of 1991, overhead lines were severed during the fire making communication difficult if not impossible, and cutting electrical power to pumps and other services vital to fire protection efforts.

- *Water Improvements* – The developer must provide a complete water system and furnish evidence showing the availability of the public water system to serve the project, as well as adequate water supply for fire protection.

- *Path and Trail Easements* – As depicted on the General Plan circulation map, the Master Path Plan Map and in the Pathways Element, easements or in lieu fees must be provided for adequate trails when designated parcels are developed. Improvements are also usually required. The paths serve as the pedestrian circulation system which links most areas of the Town.

- *Height of Structures* – The vertical height limit of buildings is limited to 27 feet in order to maintain a consistent, low profile that is compatible with the Town's semirural

character. Building height may be increased to a maximum of 32 feet if setbacks are increased as specified in the Town's Zoning ordinance.

- *Maximum Development Area*– The maximum development area (MDA) of a lot is that portion of a lot which may be developed with buildings and impervious surfaces, and which requires that the balance of the lot area be retained in an undeveloped or landscaped state. The MDA is based upon a relationship between the average slope of the lot and the lot's net area. Within the context of MDA, development includes the primary and secondary residential units and other buildings (floor area), parking areas, patios, decks, walkways, swimming pools, tennis courts, etc. MDA is typically 15,000 square feet on a relatively flat, one-acre lot.

- *Maximum Floor Area* - The maximum floor area (MFA) is the maximum amount of floor area (building area, including each floor of a structure, plus garages and other accessory structures) which may be developed on a lot. The MFA is based upon a relationship between the average slope of the lot and the lot's net area. MFA is typically 6,000 square feet on a relatively flat, one-acre lot.

- *Setback Lines* – All structures must be set back at least 40 feet from the nearest public or private street property line for front yard setbacks, and 30 feet from property lines for the side and rear yard setbacks.

- *Landscaping* – A landscape plan providing at least the minimal amount of landscaping necessary to mitigate off-site visual impacts is required for almost all projects.

- *Residential Secondary Dwelling Units* – Secondary units are permitted on all lots with at least one gross acre of land, subject to compliance with all of the other site standards discussed above. Such units are limited to a maximum of 1,000 square feet in size, must be compatible with the main residence and site, and require an additional parking space.

615. Development standards established in the R-A Zoning District for such aspects as building setbacks, parking, building height, and floor area ratio are generally no more restrictive than in other communities, particularly those with similar environmental settings. Where there may be some variance with other communities along the San Francisco peninsula is the Town's minimum lot size of one acre. As has been noted earlier in this Element, the necessity of a one acre minimum lot size evolves from several factors, including the community's commitment to preserving a semirural residential setting and the need to allow siting flexibility to avoid to the extent possible naturally occurring environmental hazards.

Development Review and Processing Time Frames

616. The typical sequence of development in the Town of Los Altos Hills is to first subdivide acreage through the Subdivision process, to then obtain Site Development Permits for each lot, and then to obtain a building permit for each residential unit to be constructed.

617. If subdivision of large acreage is proposed, the typical processing time for a subdivision map ranges between 6 months and one year, with the variation stemming from requirements of the California Environmental Quality Act (CEQA) and whether or not a Mitigated Negative Declaration or Environmental Impact Report is prepared to satisfy the requirements of CEQA. These time frames for the processing of subdivision maps are typical for communities along the San Francisco peninsula and throughout much of the State, and therefore, are not considered an additional constraint in the Town.

618. Site Development Permits are required for the development of new single family detached residential units, whether a lot has been newly created via a recent subdivision process or if the lot has been in existence for some time. The basic purpose of the Site Development Permit process is to ensure that a proposed new single family detached residential unit satisfies all of the Town's established development standards (height, setbacks, Floor Area, Development Area, etc.) and that its siting mitigates any potentially adverse impacts including such considerations as visual prominence, removal of vegetation, and excessive grading. It should be noted that there is no architectural design review conducted or required in the Town, either in conjunction with the Site Development Permit process or as a separate review process. The typical processing time for a Site Development Permit is two to six months, a time frame not considered to be an impediment to residential development, and a time frame certainly at parity with other communities. Site Development Permits for new residences are acted upon by the Planning Commission after recommendations by Town staff.

619. Site Development Permit approval is also required for the development of residential secondary dwelling units. However, since 2003, the Town has been processing second unit applications ministerially, with no public notification or hearing required. The Town's ordinance was amended to comply with Government Code Section 65852 which requires local governments with a second unit ordinance to ministerially consider second unit applications. The net effect of the Ordinance change is to reduce processing times and costs for a residential second unit compared with other permits. The approximate processing time frame for a second unit permit is less than 30 days. A public hearing may be required before the Planning Commission when a second unit project does not meet all applicable Town requirements.

620. Building permits, and associated mechanical, electrical, and plumbing permits, are issued prior to the start of construction. The basic purpose of the permits is to ensure that construction activities satisfy all requirements of the Uniform Building Code and its associated specialty codes. The

Town's typical time frame for the processing of a building permit for an accessory structure such as a second unit is one and one-half to two weeks, and again, is not considered excessive or constraining.

621. The Town has adopted the 2013 California Building Standards Code, as required of all jurisdictions in California along with amendments that are specific to the unique characteristics of the Town. The Building Standards Code establishes construction standards necessary to protect public health, safety and welfare, and does not unduly constrain development of housing. Los Altos Hills has adopted several local amendments to the Building Code to protect the public from hazards that are unique to the Town such as wildfires, steep hillsides and proximity to earthquake faults.

Development and Permit Fees

622. Development fees in the Town of Los Altos Hills are charged for both planning activities and for building permits. Planning fees are charged for the purpose of recovering all costs associated with administration of the Town's regulations pertaining to land use. Planning fees are currently comprised of a non-refundable fee and a deposit, against which professional planning and engineering staff charge to provide review services. This fee structure reflects the Town's actual cost for staff time. The Town reviews its fee structure and levels on a regular basis to ensure they reflect the true cost of delivering services.

623. Building permit fees are charged to cover costs associated with the review of building plans for conformance with the California Building Standards Code as well as costs associated with conducting building construction inspections. The fees charged for building permits are based on the valuation of the construction. The City Council directed a review of the rates charged for the issuance of Building Permits with the possibility of reducing the current fees required. The net effect of the reduction is a lessening of the costs associated with obtaining entitlement and development permits, which may have a measurable effect on the overall cost of housing. The most recent fee schedule was adopted in June 2014. The Housing Element includes a program that provides for regular review of fees to ensure that the cost of development review is not excessive while covering the cost of delivery of services.

624. The Town and special districts also impose new development fees for the construction and/or connection of new infrastructure systems to existing systems. This includes water, sewer, and drainage fees and connection charges to address issues associated with increased system capacity demands and impacts. The Town also collects a $1,222 housing fee imposed on the issuance of each building permit for a new residence. The fee was initiated in 1978 and was reviewed a few years ago as part of an analysis of building permit fees. Starting in 2004, the housing fee is waived for secondary dwelling units.

625. While not imposed by the Town, local school districts charge a fee which is linked to the size of new construction and must be paid prior to issuance of building permits. The purpose of the fee is to compensate serving school districts for the costs associated with the demand for additional services and classroom space generated by new residential development. The three districts which collect fees in the Town are the Los Altos Elementary School District, which levies a fee of $2.24 per square foot for residential construction, the Mountain View-Los Altos High School District, which levies a fee of $1.12 per square foot for residential construction within the Town, and the Palo Alto Unified School District, levies a fee of $3.25 per square foot for residential construction within the Town.

626. As noted, the Town completed the evaluation of the fee schedules associated with the entitlement and development process and where possible, lowered fees while not compromising service levels or public health, safety, and welfare. Appendix H identifies the cumulative fees required for a typical single family residential home, as well as for a second unit. In total, development fees for a single-family home average $44,255, representing two to three percent of the value of newly constructed homes in the community. While fees on secondary units are one-third of the cost of a single-family home, they could potentially serve as a disincentive for a homeowner to add a second unit. As the sewer connection and building permit fees represent the highest fees charged on second units, a program has been added to the Housing Element to develop criteria for reducing or waiving these two fees as a means of better facilitating second units.

INFRASTRUCTURE CONSTRAINTS

627. When analyzing infrastructure constraints which may affect future housing development in Los Altos Hills, it is important to note that many remaining vacant properties are vacant because they are constrained by one or more factors. Circulation and roadways, storm drainage, wastewater treatment and Fire protection are the most prevalent constraints. Many vacant properties are located on substandard roadways in high fire hazard areas, have inadequate access, lack sewer facilities and/or cannot accommodate septic systems, or have storm drainage problems which must be corrected prior to development.

628. Mitigation to overcome these constraints will become more necessary as the Town moves closer to build out. The following analysis is provided to outline the effect of continued housing development on these public facilities serving the Town. In addition, Police protection, water supply, school facilities, public transportation, and commercial services are discussed below.

Circulation System

629. The existing circulation system is designed primarily for low volume rural residential use. Roads are rural in design with narrow widths averaging 20 to 24 feet without curbs and gutters. Some roads are gravel, or dirt, with limited paved surface. The overall road system conforms to the

natural topography, which would be significantly altered if a more traditional, suburban style roadway system were constructed.

630. Aside from occasional cases where a parcel planned for development abuts a roadway requiring improvements, minimal routine maintenance is provided by the Town. Typically, when development abuts a roadway requiring improvements, the developer is required to improve the roadway to Town standards.

631. Available data on traffic volume and patterns indicates that traffic volumes are the heaviest along Arastradero Road, Page Mill Road, Fremont Road, and El Monte Road, which are the roadways carrying traffic through the Town from origins and to destinations outside the Town's corporate limits. No roadways exceed their maximum capacity, and, assuming residential densities and development continue at the current rate, it appears existing roadways can accommodate remaining build out, if necessary mitigation is implemented on an individual basis. If higher densities of development are allowed, the circulation system would be significantly affected and constraints on further housing development would be increased.

Storm Drainage

632. The storm drainage system of Los Altos Hills is designed to the greatest extent possible to maintain natural water drainage patterns. Public roads usually have no curbs or gutters and there are no major public storm water detention facilities. Improvements consist primarily of street culverts which pass under driveways. Drainage and erosion problems have sometimes occurred from past development which was not subject to the level of engineering review and standards required today. The Town has made continuous effort to address storm drainage problems and make improvements necessary to control these problems. The Town created a Development Area policy to encourage limiting impervious paving in private development. Town government buildings are models in green design, including pervious surfaces and solar energy, in order to serve as an example of environmentally sustainable design. As mentioned previously, storm drainage is a constraint to development in that many remaining vacant properties have storm drainage problems which will require correction prior to development. These necessary storm drainage improvements may also create an increase in housing costs since they may dictate the design of the development on the site and limit it to some degree. The current infrastructure of the Town has limited resources to maintain and improve existing drainage facilities in Town, even with the fees charged in association with the issuance of building permits for new residential units. Allowance of higher density in the Town would intensify the problems already experienced in the Town with drainage facilities.

Wastewater Treatment

633. The Town's wastewater treatment needs are served by individual septic systems and by sanitary

sewer service. Approximately one-half of the Town utilizes septic systems; The other half are connected to public sewer with services provided through contract with the City of Palo Alto or the Town of Los Altos sanitary sewer systems. The Palo Alto sanitary sewer basin has adequate capacity to accommodate new connections in the Town. However, sanitary sewer lines do not presently extend to all areas of the community. Parcels more than 200 feet from existing sanitary sewer lines have the option of installing individual septic systems, which is often less expensive than the cost of extending sanitary sewer lines. However, some parcels located more than 200 feet from existing sanitary sewer lines are precluded or severely constrained in terms of the use of individual septic systems due to other site constraints, including extreme slopes and soils not suited for septic system leach fields. The Los Altos sanitary sewer is almost at contractual capacity. This is considered a significant constraint to development in the southern one third of the Town. A joint sewer study by Los Altos and Los Altos Hills was completed in 2004 to determine under what conditions additional capacity may be granted. The Town is currently working with the City of Los Altos to measure actual capacity by installing flow meters throughout the system. Currently, there is sufficient sewer capacity to accommodate the community's regional housing needs through development on the sites identified in the Housing Element sites inventory in Appendix F-1 and F-2.

634. The Housing Element identifies the Foothill College site as suitable for multi-family faculty and student housing. Foothill College has the necessary sewer and water infrastructure in place to serve future multi-family development.

Fire Protection

635. Fire protection service in Los Altos Hills is provided by the Santa Clara County Fire Department. The City of Palo Alto provides backup services when needed. Most of the Town represents a high fire risk and there are many concerns associated with providing adequate fire protection. Most areas of the community are designated as high fire hazard areas due to the amount of natural vegetation, limited access, and steep terrain. These factors combine to impact the costs of housing development through the necessity to incorporate design features and construction techniques and materials which help mitigate the high fire hazard.

Police Protection

636. The Town of Los Altos Hills is not categorized as a high crime area. The Town's police services are provided under contract by the Santa Clara County Sheriff's Department.

Water Supply

637. The Town's drinking water is provided by two water suppliers: Purissima Hills Water District and the California Water Service Company (CalWater). Purissima Hills Water District is a public

agency that provides water to residents in the northern two-thirds of Los Altos Hills; CalWater is an investor-owned utility that serves the remaining area. A few residents supplement their water supply with well water.

634. The amount of water available is constrained. Purissima Hills presently obtains all of its water from San Francisco's Hetch Hetchy system and is exceeding its supply assurance by 25-35 percent. Capacity limitations in the Hetch Hetchy system may be reached in six to eight years, or sooner in times of drought. Cal Water obtains the water supplied to Los Altos Hills from the Santa Clara Valley Water District via pipelines from the SCVWD's Rinconada treatment plant and from company-owned wells. During the dry season, the plant and pipelines are at capacity. Nonetheless, at the current time, water service and supply is sufficient to accommodate the community's regional housing needs through development on the sites identified in the Housing Element sites inventory.

635. When system capacity limits are reached, or in times of drought, water use may be subject to rationing or other restrictions. Purissima Hills may be limited to its contractual allotment and Cal Water may have to implement some restrictions based on the supply available during drought or other occasions of constrained supply. Landscaping that is heavily dependent on irrigation may not survive. Over 80% of all water used each year in the Purissima Hills Water District is for irrigation of landscaping. During the summer dry season (June through September) water used for landscaping is on average, five times that of the rainy season. The 2007 Conservation Element includes policies encouraging native, water-efficient vegetation. In addition, the Town adopted a water efficient landscape ordinance in 2010 to further reduce water use for landscaping.

636. SB 1087 now requires water and sewer providers to grant priority for service allocations to proposed developments that include units affordable to lower income households. As second units serve to provide affordable housing in Los Altos Hills, the Town will request priority granting of services to second units from water and sewer providers.

School Districts

637. Los Altos Hills is located within portions of three school districts, the Los Altos Elementary School District, the Palo Alto Unified School District, and the Mountain View-Los Altos Union High School District. Enrollment in these districts, particularly at the elementary school level, has been increasing slowly over the past few years and is projected to continue to do so. Reports from the district indicate that there is concern about potential over-crowding in the future if development continues to occur in the areas served by the districts. Gardner-Bullis School, renovated and reopened in 2008, is the only public elementary school within Town limits.

Public Transportation

638. Public transportation service to Foothill College and downtown Los Altos is provided by the Santa Clara Valley Transportation Authority. The District's service to the Town is limited, and it is estimated that fewer than 125 of the more than 2,850 properties in Town are within $^1/_2$ mile of public transportation. Transportation for seniors and disabled persons unable to utilize conventional public transportation is provided by the District's paratransit service.

Commercial Services

639. There is a lack of any commercial services typically associated with suburban communities, such as retail shopping and financial, business, and medical services. As has been outlined earlier in this Element, the Town does not allow the development of these services. They are available in adjoining suburban communities, and within close proximity by automobile.

OPPORTUNITIES FOR HOUSING

640. There are opportunities for the Town to add additional residential units to its current stock, even though there are significant constraints to the additional development of housing. Most of the land within the Town's existing corporate limits has been previously subdivided and developed. Remaining properties within the Town tend to be those which are less easily developed due to environmental and infrastructure constraints. However, Los Altos Hills finds itself with greater potential because of its large lots which can accommodate a form of 'infill' housing through the encouragement of secondary dwelling units.

Vacant and Underutilized Parcels

641. The Town's zoning requires that residential lots have a minimum lot size of 1 acre. Given that additional development constraints such as topography, creeks, easements, and dedications may further reduce the net parcel area of a proposed subdivision, it is likely that most future subdivisions will occur on parcels with a minimum area of 3 acres. A vacant and underutilized parcel study identified a total of 134 vacant or underutilized parcels with potential to be subdivided or developed. The results of the study are provided in Appendix F-1. An evaluation of known development constraints for each site was provided by the Town's planning staff. Factoring in the site constraints for these parcels, it was estimated that a range of 185-356 additional single-family dwelling units and secondary dwelling units may be added through subdivision or development of these parcels.

Sites Suitable For Low and Moderate Priced Housing

642. Housing element law requires jurisdictions to demonstrate the availability of zoning to encourage

and facilitate a variety of housing types, including multi-family residential uses. Los Altos Hills' land use controls currently provide only for the development of single-family residential uses, reflecting both the Town's desire to maintain its semirural character, as well as density limitations made necessary due to significant geological, infrastructure, and environmental constraints, as documented in the Town's General Plan. For example, infrastructure limitations include a lack of storm drainage facilities, the continued use of septic rather than sewer systems in much of the Town, and narrow road widths. In addition, the Town does not have any public services or facilities other than the Town government offices and a few schools and a junior college, and public transportation opportunities are limited.

In order to comply with housing element requirements, while respecting the Town's unique characteristics and constraints, the Town has identified the Foothill Community College site as suitable for affordable multi-family housing for college faculty, employees and students. The Foothill College site encompasses 122 acres, including over 20 acres of undeveloped space. Also, while most sites are not served by a sewer, the Foothill College site is connected to the Los Altos Sewer Basin, and has water service provided by the Purissima Hills Water District. In addition, there is also adequate transit accessibility to the Site, via VTA's routes 40 and 52, and it is located less than a quarter mile from I-280. These facilities make the Foothill College site a very optimal site for multi-family housing.

To enable development of multi-family housing on Foothill College, the Town shall complete a General Plan Text Amendment where it shall change the land use designation of the Foothill College Site from P (Public School) to PC (Public College), and identify multi-family residential as a permissible use. In addition, the Zoning Code will also be amended to permit sites designated as Public College by the General Plan to allow multi-family residential uses at densities of 20 du/acre.

Sites Suitable for Residential Second Units

643. All vacant and underutilized parcels identified in Appendix F can be developed with a second unit. Therefore, each newly developed parcel has the potential for a second unit which would in effect double the number of potential units on the vacant and underutilized parcels in the Town limits. Given some of the benefits of second units which were discussed in this Element, it is very likely the Town will continue to receive more applications for the development of second units. Community members expressed interest in pursuing second units and the Town has promoted this type of unit as a source of housing. Additionally, the Town's sphere of influence offer opportunities for development of second units.

Annexation of Sites Suitable for Development

644. In 2002, the Town prezoned a total of 286 acres of land known as San Antonio Hills that includes

primarily one-acre lots. Some of lands have been annexed to the Town of Los Altos Hills and it is anticipated most will be annexed, over time. In late 2002, 58 acres in the Ravensbury area within San Antonio Hills was annexed by the Town**.** In September 2007, the Town annexed 82.83 acres (65 parcels) known as the West Loyola neighborhood and in 2010, an additional 24 acres (with 24 homes) in the Olive Tree neighborhood were annexed. This added to the supply of available housing units in the Town of Los Altos Hills. Additionally, all lots of one or more acres in size can potentially accommodate a secondary unit thus increasing the supply of affordable rental units.

Sites Suitable For Manufactured Housing and Mobile Homes

645. All vacant parcels identified on Appendix F are available for rental, factory-built, manufactured, or pre-fabricated housing. It is probable that non-governmental constraints, such as property costs, will continue to preclude this type of housing development in Los Altos Hills in the future, even on lots that currently exist below the required 1-acre minimum.

Sites Suitable for Employee Housing

646. Certain non-residential uses (subject to Conditional Use Permits) offer opportunities for the development of housing for employees. These properties are designated as institutional uses on the General Plan land use map and consist of three schools, a community college, four religious facilities, and Town Hall. These properties have the potential to provide housing opportunities for a small number of employees to live on-site. This will help in the creation of affordable housing opportunities in Los Altos Hills while helping in the reduction of commute traffic and contributing to the Town's jobs/housing balance efforts.

Sites Suitable for Affordable Student and Faculty Housing

647. Foothill College is a unique site and offers the potential for both faculty, staff and student housing. The Town has recently communicated to Foothill College representatives that the Town would be supportive of exploring options for on-campus faculty housing and/or student housing if the College should pursue such housing opportunities. The possibility for higher density housing exists due to the size of the site and number of potential users. As indicated in Program #19 of the Housing Element, the Town will support future development of affordable housing on the Foothill College site through various incentives, including an expedited review process, enabling General Plan and Zoning designations, and potential funding applications.

Sites for Emergency Shelters/Transitional and Supportive Housing

648. Emergency Shelters - Pursuant to SB 2, jurisdictions with an unmet need for emergency shelters are now required to identify a zone(s) where emergency shelters will be allowed as a permitted

use without a conditional use permit or other discretionary permit. The identified zone must have sufficient capacity to accommodate the shelter need, and at a minimum provide capacity for at least one year-round shelter. Permit processing, development and management standards for emergency shelters must be objective and facilitate the development of, or conversion to, emergency shelters.

As discussed in the homeless section of the Housing Needs Assessment, there are 2 known homeless individuals or families residing in the Town, as documented in the 2013 Santa Clara County Homeless Census and Survey. In order to comply with SB 2, the Town adopted a zoning text amendment that permits emergency shelters on properties that are designated institutional on the Town's land use map. There is sufficient capacity available on these institutional sites to accommodate emergency shelters for homeless individuals in the community.

649. Transitional and Supportive Housing - Transitional housing is temporary housing (generally 6 months to 2 years) for homeless individuals or families transitioning from homelessness to permanent housing, whereas supportive housing is permanent housing with social services that support households in maintaining stable, productive lives. SB 2 requires jurisdictions to regulate transitional and supportive housing as a type of residential use subject only to those restrictions that apply to that type of residential use in the same zone. In June 2013, the Town adopted a zoning amendment that allows transitional and supportive housing as a permitted use throughout the community in compliance with SB 2.

650. Organizations which provide emergency shelter are also located in nearby communities. These organizations, the cities in which they are located, and a brief description of the services they offer are listed below.

- Community Services Agency of Mountain View/Los Altos (Mountain View)

  Refers needy persons to emergency shelters in the area or uses a voucher system to provide temporary lodging (maximum of 3 days) at a motel, and provides one-time emergency financial assistance for rent or bills, to help avoid emergency homelessness. Families with children are given first priority. All cases are reviewed individually. A portion of the Town's Housing and Community Development Block Grant Program funds have been allocated to the Community Services Agency.

- Salvation Army (Sunnyvale/Mountain View)

  Refers all persons, if possible, to emergency shelters or provides one day shelter at a motel using a voucher system on a very limited, case by case basis. Single men are generally referred to the San Jose Hospitality House where they may stay free of charge for three nights per year. Fees are charged for additional

nights lodging.

- Haven Family House (Menlo Park)

  Provides transitional housing and on-site support services for up to 15 homeless families at a time in one and two bedroom apartments. The center reports that a majority of program graduates are rapidly and permanently re-housed.

- InnVision

  Operates Hotel DeZinc, providing lodging for 15 to 20 single persons, hosted by Palo Alto area faith communities. InnVision also operates Claro-Mateo Alliance Shelter and Claro-Mateo Alliance Shelter, with 48 beds for single adults and couples and 6 units for families. On the peninsula, InnVision also operates transitional housing, permanent supportive housing, and self sufficiency services at a variety of locations, primarily in Menlo Park and Palo Alto.

- Fair Oaks Community Center (Redwood City)

  Whenever possible, refers both families and singles to transitional housing facilities. In limited cases, provides vouchers for a maximum of two to three nights stay at a motel.

- Emergency Housing Consortium of Santa Clara County

  This consortium has shelters and programs located throughout the County, the closest one in Sunnyvale. The Transitional Housing Program (THP) offers transitional work and housing support.

- Family Supportive Housing, Inc.

  Family Supportive Housing offers shelter and supportive services to homeless families in Santa Clara County, offering three services: the San Jose Family Shelter, the Bridges AfterCare transitional support program, and GlennArts Arms transitional housing program. The emergency shelter facility houses families with children for up to three months and 70 percent of those served are children. The GlennArts Arms program offers rental subsidy and case management for families for up to two years and can serve about 16 to 20 families at a time.

Housing for Persons with Disabilities:

651. Housing Element law requires that the Element analyze constraints to the development, improvement and maintenance of housing for persons with disabilities including those with developmental disabilities. As stated previously, there are an estimated 425 individuals in the community classified as disabled, the majority being elderly. According to the most recent data from the State of California Department of Developmental Services, there are 45 individuals with developmental disabilities in the community, 30 of which are children under the age of 18. In addition, 44 of the 45 persons currently live within the home of a parent or guardian.

In order to address housing for persons with disabilities, the following categories of housing types and an analysis of policies, practices, processing, procedures and programs related to these housing types is as follows:

- *Group Homes:* State law requires that residential care facilities serving six or fewer persons shall not require a conditional use permit, zoning variance, or other zoning clearance. The Town's zoning ordinance Section 10-1.702.h currently permits residential care facilities serving six or fewer person by right as an accessory use in the R-A zone. The entire community has only one single family residential district. Therefore, allowances for group homes over six specifically for the disabled in other zoning districts are not necessary. In addition, the Town does not have siting, separation, or separate parking requirements for licensed residential care facilities and special needs housing developments. Furthermore, the Daughters of Charity property has an existing conditional use permit that includes a 24-hour, supervised care facility for up to 40 elderly residents.

- *Definition of Family:* The Town's zoning ordinance was amended to include a definition of family which is inclusive and non-discriminatory.

- *Reasonable Accommodations:* The Town has conducted a review of zoning and building code requirements, and has not identified any barriers to the development, maintenance or improvement of accessible housing. Due to the large lots and ample setbacks of single family homes in town, most if not all accessibility modifications can be accommodated through a simple remodel permit. Handicapped ramps and guardrails are permitted to intrude into the standard setbacks required under zoning to allow first floor access for physically disabled residents. While the Town has not identified any constraints to the provision of accessible housing, the Town has not developed specific procedures for requesting a reasonable accommodation. As a means of facilitating such requests, the town has included a program in the Housing Element to develop procedures for reasonable accommodation requests with respect to zoning, permit processing, and building laws.

Community Development Block Grant (CDBG) and HOME funds

652. The Town participates with Santa Clara County as part of the Urban County Consortium for Federal Community Development Block Grant (CDBG) and HOME funds. These funding sources are available to support in affordable housing programs benefiting low income (80% MFI) households. Income eligible homeowners in Los Altos Hills can access the Housing Rehabilitation Loan Program offered by the County Office of Affordable Housing. The Town can also apply directly to the County for CDBG and HOME funds for specific projects, which it has done in recent years to provide financial support for Senior Housing Solutions (formerly Project Match) and Mid-Peninsula Housing Coalition projects. As indicated in Program #19 of the Housing Element, the Town will support development of affordable housing on the Foothill College site through application to the County for CDBG/HOME funds.

Housing Trust Fund of Santa Clara County (HTSCC)

653. The HTSCC is a non-profit 501(c)(3) community based organization created in 2001 through a cooperative effort of the private and public sectors, including the Housing Collaborative on Homelessness and Affordable Housing, the Silicon Valley Manufacturing Group, Santa Clara County, Community Foundation Silicon Valley, and all 15 Santa Clara towns and cities. The purpose of the Trust is to increase the supply of affordable housing in Santa Clara County within three program areas: first-time homebuyer assistance, multi-family rental housing, and homeless with special needs. Funds are available for acquisition, rehabilitation, new construction, predevelopment costs and supportive housing services. The Town also made contributions to the Housing Trust of Santa Clara County between 2007 and 2014, totaling $18,000. Since HTSCC's inception in 2001, it reports raising approximately $30 million in investment dollars, which it has leveraged to create over 7,200 affordable housing opportunities. Los Altos Hills has contributed to the HTSCC, and is eligible to apply for Trust Funds in support of affordable housing activities.

OPPORTUNITIES FOR ENERGY AND RESOURCE CONSERVATION

654. Energy conservation is standard practice in the housing development industry today. Through basic energy conservation construction techniques, households are able to lower energy bills and conserve natural resources.

655. In the Los Altos Hills area, energy costs and consumption result mainly from space and water heating. In 2000, a majority of the residents (84%) relied on natural gas for space and water heating. For space and water heating, the remainder of the population which does not use utility gas relied on electricity (11.6%), bottled or tank gas (3.4%), or fuel oil (1.4%).

656. Initially, most energy conservation measures were applied only by homeowners or developers who individually deemed it to be a worthwhile endeavor. Presently, however, statewide energy conservation standards, adopted in July 1983 (single-family homes) and January 1984 (multi-family units) are enforced throughout the state so that a minimum level of energy efficiency is established. Every newly constructed residential unit is required to abide by specified conservation regulations. These regulations are enforced by the Town of Los Altos Hills' Building Department through careful review of each proposed project for adequate energy efficiency as defined by the California Energy Commission. The Energy Commission has divided the state into a series of climate zones. Los Altos Hills is situated in Climate Zone 4. State energy efficiency standards are associated with this climate zone's special characteristics so as to maximize energy conservation. Mandatory features and devices required of all housing units in order to comply with State regulations include:

- Insulation of ceilings, walls, ducts, water tanks, and pipes;
- Caulking of all joints and penetrations;
- Approved and certified doors, windows, fireplaces, shower heads, faucets, and heating equipment;
- Setback thermostats; and
- Efficient gas cooking appliances.

657. For further information on detailed requirements, refer to the Climate Zone 4 Manual issued by the California Energy Commission.

658. On October 9, 2008, the City Council adopted mandatory green building requirements for new residential construction. All new residence applications submitted for Site Development review must incorporate green building measures using either Build It Green's GreenPoint Rated or US Green Building Council's LEED for Homes checklists. The Green Building program is designed to be accessible, flexible and attainable, and encourages voluntary participation for remodels and additions. The program requires the equivalent of a GreenPoint Rated score of 50 points or a LEED for Homes score of 45. Expedited permit processing, guaranteed building inspections, and

special recognition incentives are built in for projects exceeding minimum points.

659. The Town encourages the use of both passive and active solar energy conservation techniques in building design and siting. To encourage the use of solar power, Los Altos Hills has developed the following incentives:

- Building permit fees are waived for the construction or installation of solar energy generation equipment.
- For ground-mounted photovoltaic systems, up to 500 square feet may be exempt from development area calculations.
- For roof-mounted photovoltaic systems, a bonus of up to 500 square feet of development area may be granted.

660. Other measures may be proposed by the Environmental Initiatives Committee, a standing committee charged with the development of incentives for energy conservation and other environmental objectives.

661. To encourage the conservation of water resources, Purissima Hills Water District has established a progressive, multi-tiered rate structure. In addition, Purissima Hills and Cal Water have implemented programs such as the provision of homeowner assistance in water management and the distribution of water-efficient appliances. These water conservation programs have the added benefit of reducing energy consumption. Statewide, pumping water is the leading use of electrical power. For Purissima Hills Water District, the cost of power is a significant expenditure, trailing only the costs for water and manpower.

662. In addition to green building, solar, and water conservation efforts, Los Altos Hills can promote energy conservation by advertising utility rebate programs and energy audits available through Pacific Gas and Electric, particularly connected to housing rehabilitation programs. Lower-income households, while few in Los Altos Hills, are also eligible for State sponsored energy and weatherization programs.

663. Pacific Gas & Electric (www.pge.com) provides both natural gas and electricity to residential consumers in Santa Clara County, including Los Altos Hills. The company provides a variety of energy conservation services for residents and PG&E also participates in several other energy assistance programs for lower-income households, which help qualified homeowners and renters, conserve energy and control electricity costs. These include the following:

- The California Alternate Rates for Energy (CARE) Program - Provides a 20 percent monthly discount on gas and electric rates to income qualified households, certain non-profits, facilities housing agricultural employees, homeless shelters, hospices and other qualified non-profit group living facilities.

- The Relief for Energy Assistance through Community Help (REACH) Program - Provides one-time emergency energy assistance to low income customers who have no other way to pay their energy bill. REACH aims to assist who are in jeopardy of losing their electricity services, particularly the elderly, disabled, sick, working poor, and the unemployed, who experience severe hardships and are unable to pay for their necessary energy needs. Customers who have experienced an uncontrollable or unforeseen hardship may receive an energy credit up to $200.

- The Balanced Payment Plan (BPP) - Designed to eliminate big swings in a customer's monthly payments by averaging energy costs over the year. On enrollment, PG&E averages the amount of energy used by the household in the past year to derive the monthly BPP amount. PG&E checks the household's account every four months to make sure that its estimated average is on target. If the household's energy use has increased or decreased dramatically, PG&E will change the amount of monthly payment so that the household does not overpay or underpay too much over the course of a year.

- The Low-Income Home Energy Assistance Program (LIHEAP) Block Grant - Funded by the federal Department of Health and Human Services, it provides two basic types of services. Eligible low-income persons, via local governmental and nonprofit organizations, can receive financial assistance to offset the costs of heating and/or cooling dwellings, and/or have their dwellings weatherized to make them more energy efficient. This is accomplished through these three program components:

    - The Weatherization Program provides free weatherization services to improve the energy efficiency of homes, including attic insulation, weather-stripping, minor home repairs, and related energy conservation measures.
    - The Home Energy Assistance Program (HEAP) provides financial assistance to eligible households to offset the costs of heating and/or cooling dwellings.
    - The Energy Crisis Intervention Program (ECIP) provides payments for weather-related or energy-related emergencies.

- The Family Electric Rate Assistance (FERA) Program - PG&E's rate reduction program for large households of three or more people with low- to middle-income. It enables low income large households to receive a Tier 3 (131 percent to 200 percent of baseline) electric rate reduction on their PG&E bill every month.

- Medical Baseline Allowance Program - PG&E offers additional quantities of energy at the lowest (baseline) price for residential customers that have special medical or heating/cooling needs.

664. In addition, PG&E is also educating its customers on how to work directly with manufacturers and retailers to discount the bulbs at the point of sale and are working with state and local governments to promote fluorescent lamp recycling through the California Take-It-Back Partnership.

665. Los Altos Hills has a Conservation Element, adopted April 26, 2007 as part of its 2007-2008 General Plan Update in order to comprehensively conserve resources and habitat in Los Altos Hills. The Conservation Element provides guidance to residential development to meet the Town's conservation goals.

HOUSING GOALS, POLICIES, PROGRAMS, AND OBJECTIVES

GENERAL STRATEGY

666. The Regional Housing Needs Allocation is based on regional housing needs. The Town remains committed to ensuring that residential development and housing opportunities within the Town continue along the course established by the 2002, 2009 and 2015-2023 Housing Element**s**.

667. In particular, the Town's approach to providing additional low and moderate income housing opportunities will continue to emphasize the construction of new residential secondary dwelling units on existing lots and in future subdivisions, and the conversion of portions of existing primary residential units to secondary units. Secondary dwelling units are a practical solution for affordable housing in affluent and semirural communities such as Los Altos Hills. The Town has had success with this affordability strategy in the last Housing Element Update cycle and continues to build on that success with minor modifications based on public feedback. The advantages and benefits that secondary dwelling units offer include[10]:

- Increasing residential units with minimal impacts to the Town's semirural environment;
- Affordable rents due to the lower costs of building secondary units compared to single family homes;
- Rental income for elderly or young homeowners who might not otherwise be able to afford payment or maintenance of a home on a single income;
- Non-monetary benefits provided by renters including services, companionship and added home security.

668. In addition to encouraging second unit construction, the 1988 second unit ordinance also legalized hundreds of previously existing second units. The Town's primary affordable housing strategy will be to further encourage second unit construction through incentives, reduced fees and review time for processing second unit requests, and enhanced public awareness of the opportunity to construct second units. The Town has conducted in-depth Second Unit Surveys to garner feedback on hurdles to second unit production and continues to be proactive in removing barriers to second unit production.

669. In addition to second units, the Town will also address its housing needs by permitting the introduction of affordable housing for faculty, employees and students on the Foothill College site. Furthermore, housing for employees will be permitted at non-residential uses in Town (i.e. Fremont Hills Country Club, Packard Foundation, Westwind Barn). These actions will help in the creation of affordable housing opportunities in Los Altos Hills while helping to reduce commute traffic.

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[10] From *Rural by Design: Maintaining Small Town Character*, Randall Arendt, et. al., American Planning Association (1994).

670. On the following pages are a series of goals, policies, programs, and quantified objectives designed to guide the Town along a path of ensuring housing opportunities for all existing and future residents of the community, while at the same time remaining true to the principles upon which the Town was incorporated - mainly preservation of a unique semirural residential environment set amidst a natural setting. None of the individual goals, policies, or programs is intended to be an entire solution to the issue of housing in the Town, but instead comprise a complete, integrated solution.

GOALS, POLICIES, AND PROGRAMS – 2015-2023 HOUSING ELEMENT

I. Goal Preserve the existing character of the Town and provide housing opportunities for persons who desire to reside in a semirural and environmentally sensitive environment.

A. Policy Ensure that all new residential development and reconstruction and rehabilitation of existing residences preserves the natural environmental qualities which significantly contribute to the semirural atmosphere of the Town, including the hills, ridgelines, views, natural water courses, and the native trees.

B. Policy Continue to guide residential development in a manner that is sensitive, particularly in areas with significant environmental constraints.

C. Policy Protect areas with exceptional natural value.

D. Policy Ensure that reasonable opportunities are available for new residential development and reconstruction, and rehabilitation of existing residences while preserving, as much as possible, existing views, hills, ridgelines, water courses, riparian vegetation, significant open spaces, and native trees.

E. Policy Require landscaping to soften the visual impact of new development on the surrounding community.

F. Policy Require storm water drainage and erosion control systems to be designed to maintain, to the greatest extent possible, existing water drainage patterns, containment of storm water run-off and protection of existing downstream lands from flooding and flooding related hazards.

1. Program Review all new residential development and reconstruction and rehabilitation of existing residences through the Site Development Permit review process, which focuses on development siting as

well as issues of grading, drainage, access, and landscape screening as visual mitigation.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/Public Works**
Quantified Objective:	**N/A**

2. Program Work with County of Santa Clara, mid-peninsula cities, the Mid-peninsula Regional Open Space District and other public agencies to promote open space programs that are compatible with the Town's goals and policies, especially within the Town and its Sphere of Influence. (Policies A - D)

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/Public Works**
Quantified Objective:	**N/A**

II. Goal Maintain and preserve the quality of the Town's housing stock.

G. Policy Rely on individual property owners to maintain the quality of the Town's housing stock on an individual basis.

3. Program Participate through Santa Clara County in the Federal Housing and Community Development Block Grant Program to provide housing rehabilitation loans for low and moderate income housing units/households. Make available to the Town residents information about CDBG funds on the Town Website.

Time Frame:	**Ongoing**
Responsible Agency	**Planning/City Manager**
Quantified Objective:	**N/A**

4. Program Enforce the California Building Standards Code through an on-going program of enforcement and abatement based on complaints from Town residents.

Time Frame:	**Ongoing**
Responsible Agency	**Building Department**
Quantified Objective:	**N/A**

III. Goal Ensure that all local housing needs and the Town's fair share of the regional housing needs are met.

H. Policy Facilitate the private development of new residential units and the reconstruction and rehabilitation of existing residential units to meet the identified housing needs for all income levels of the community and provide for variety of housing opportunities.

5. Program Continue to facilitate and expedite the development of new dwelling units and the rehabilitation and reconstruction of existing units.

Time Frame:	**Ongoing (Yearly Update)**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**50 above-moderate units**

6. Program Continue the annexation of lands within the Town's Sphere of Influence to increase the Town's supply of lands suitable for residential secondary dwelling unit development.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/City Council**
Quantified Objective:	**3 very low, 3 low and 3 moderate income units**

7. Program Analyze the potential annexation of the prezoned 95 lots within the Spalding/Magdalena neighborhood, potentially including an evaluation of the desire of residents to be annexed.

Time Frame:	**Ongoing**
Responsible Agency:	**City Council**
Quantified Objective:	**10 moderate income units** **3 low income units**

8. Program Modify the Zoning Ordinance to comply with the California Employee Housing Act.

Allow non-residential uses with approved use permits to provide on-site affordable housing for up to six employees. In accordance with the Employee Housing Act (Health and Safety Code Section 17000 et seq.), the employee housing shall be regulated in the same manner as single-family dwellings in the

same zoning district. Through this revision, non-residential uses will be able to create opportunities for a number of employees of these non-residential uses to live on-site in Los Altos Hills. This will help in the creation of affordable housing opportunities, including housing for extremely low income households, while helping in the reduction of commute traffic.

Time Frame:	**Ordinance change December 2016**
Responsible Agency:	**City Council**
Quantified Objective:	**5 extremely low, very low and low income units**

9. Program Continue to encourage room rentals as means of providing affordable housing options within existing housing stock.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning**
Quantified Objective:	**N/A**

10. Program Maintain and make available on the City's website information on the construction of new, and rehabilitation of existing, residential units.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**N/A**

I. Policy Provide opportunities for lower cost housing through the development of residential secondary dwelling units, including new second units and those developed through the conversion of portions of existing primary units. The Town's goal is that 20 percent of all newly constructed residential units are new or converted secondary units.

11. Program Continue to provide a review process to allow staff level approval of all residential second units.

Since the adoption of the 1998 Housing Element, the Town has successfully adopted an administrative review process for residential second units whereby any second unit that conforms to development standards may be approved at staff level. This has resulted in an expedited process and the production of 40

secondary dwelling units during the last planning period from 2007 through 2014. The Town will continue to encourage and facilitate the production of second units through the expedited administrative review process.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning**
Quantified Objective:	**N/A**

12. Program Develop a residential secondary dwelling unit brochure for placement on the Town's website, to be made available at the Town's public information counter and provided to each applicant for development of a residential parcel within the Town, to existing residents interested in developing new second units or converting portions of existing primary units, and to seniors seeking opportunities to remain in Los Altos Hills. The second unit brochures shall also be provided to all owners of property pre-zoned and annexed to the Town of Los Altos Hills. Brochures shall include information regarding incentives for construction of secondary units, such as an expedient administrative review process; waiver of the housing fee, and under specified criteria, the building permit and sewer hook-up fees; and modified parking requirements. The Town will annually review these incentives to evaluate their effectiveness in encouraging second units affordable to extremely low, very low, low and moderate income households and report to State HCD as part of the Town's annual Housing Element review. To the extent these incentives appear ineffective; the Town will adopt additional incentives and revise its Housing Element accordingly.

Time Frame:	**Ongoing. Review effectiveness of incentives on an annual basis.**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**Produce an average of 7 new second units per year.**

13. Program Develop and adopt reasonable criteria for reducing or waiving building permit and sewer hook-up fees for second units.

Time Frame:	**December 2015**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**N/A**

14. **Program** Evaluate the use of existing legal nonconforming parking areas to meet the parking requirement for a secondary dwelling unit

Time Frame:	**December 2016 ~~2012~~**
Responsible Agency:	**Planning**
Quantified Objective:	**5-10 very low and low income units**

15. **Program** Consider development of an amnesty program to legalize existing unpermitted secondary dwelling units and ensure that the second unit meets current health and safety codes and current setback and parking requirements.

Time Frame:	**December 2016**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**15-20 very low and low income units**

16. **Program** Evaluate an amendment to the Zoning Ordinance allowing attached secondary dwelling units on properties that are less than one acre in area.

Time Frame:	**December 2016**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**10-15 very low and low income units**

17. **Program** Evaluate an amendment to the Zoning Ordinance that would allow for secondary dwelling units up to a maximum floor area of 1,200 square feet.

Time Frame:	**December 2016**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**5-10 very low and low income units**

18. **Program** Evaluate the factors that could facilitate the qualification of existing structures to allow them to be recognized as secondary

dwelling units.

Time Frame:	**December 2016**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**5-10 very low and low income units**

J. Policy Work and cooperate with the Foothill-DeAnza Community College District in the development of affordable student, faculty and employee housing apartments at Foothill College.

19. Program Support Foothill College in potential future development of affordable student, faculty, and employee housing on the College properties, and provide incentives for development through an expedited review process, establishment of enabling provisions in the General Plan and Zoning, and provision of funding support. The Town will meet annually within the planning period in an effort to explore the possibility of student and employee housing including affordable housing for extremely low income households. The Town will amend the General Plan to change the Foothill College designation from P (Public School) to PC (Public College), and identify multi-family residential as a permitted use. In addition, the Zoning Code will be amended to permit sites designated PC in the General Plan to allow multi-family residential at densities of 20 units/acre. When there is an appropriate opportunity, the Town will meet with multi-family housing developers and the college to discuss the proposal and work to find ways to expedite the processing of permits. Apply to the Santa Clara County Office of Affordable Housing for CDBG and HOME funds, and to the Housing Trust Fund of Santa Clara County in support of development of housing affordable to extremely low, very low and low income households at the college.

Time Frames:	**Identify incentives and provide expedited review process – December 2017 and Ongoing.** **Communicate to college officials annually during the planning period.**

	General Plan and Zoning Code Text Amendments – December 2017
	Identify funding sources annually and apply for funding – Ongoing (at pre-application phase of projects)
Responsible Agency:	**Planning/ City Manager/ City Council**
Quantified Objective:	**Very low, low and moderate income units**

K. Policy Participate with Santa Clara County, the Association of Bay Area Governments, and the State Department of Housing and Community Development in the routine assessment of local and regional housing needs as they relate to the Town.

20. Program At least once every eight years participate in the determination of the Town's local housing needs.

Time Frame:	**2022**
Responsible Agency:	**Planning/City Council**
Quantified Objective:	**N/A**

21. Program Maintain an inventory of sites, either manually or by computerized data base, suitable for residential development, based on available environmental and infrastructure information.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/Public Works**
Quantified Objective:	***N/A***

22. Program At least once at the beginning and once at the end of the eight-year timeframe of the Housing Element, conduct Town-wide surveys to ascertain information on rental rates of rooms and second units, occupancy status, structural condition of unit or room.

Time Frame:	**2014, 2022**
Responsible Agency:	**Planning**
Quantified Objective:	**N/A**

23. **Program** Maintain an inventory of second units and provide monthly and yearly updates on the construction of second units.

At mid-point in the timeframe of the Housing Element, the Town will compare the results of the tracking system with its regional housing needs allocation (RHNA) for extremely low, very low, low and moderate-income families. If RHNA is not being met, the City will develop alternative strategies for addressing the housing needs of very low, low and moderate-income families.

Time Frame:	**Annually-Ongoing**
Responsible Agency:	**Building/Planning**
Quantified Objective:	**N/A**

L. **Policy** Review Town policies and regulations on a regular basis to ensure that the regulations, the process, and the fees do not lead to unnecessary impediments to housing development nor unnecessary increases in housing development costs.

24. **Program** Review and revise as appropriate all building and planning fees on a regular basis to assure that the fees charged provide for but do not exceed the Town's costs of delivering services and adjust accordingly. The Town completed a review of development fee charges in 2014 that resulted in the recommendation to modify building permit fees for new single-family residences and residential second units. Town Council approved the recommended changes and adopted the Ordinance in June 2014.

Time Frame:	**Annually**
Responsible Agency:	**City Council**
Quantified Objective:	**N/A**

M. **Policy** Maintain and provide information pertaining to environmental constraints affecting residential development.

25. **Program** Develop, maintain, and make available pamphlets, brochures, and other written information on the Town's development and environmental constraints and permitting process.

Time Frame:	**Ongoing (Yearly Update)**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**N/A**

26. **Program** The Town shall annually review the Land Use Element of the General Plan for those areas subject to flooding as identified by the Flood Plan prepared by the Federal Management Agency or the Department of Water Resources (DWR). Upon any amendment to the General Plan, the Housing Element will be reviewed for internal consistency and amended as appropriate.

Time Frame:	**Ongoing (Annual Review)**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**N/A**

IV. Goal To encourage energy conservation to lower housing operation costs, reduce demands on existing energy systems, reduce greenhouse gas emissions, and preserve non-renewable resources.

N. Policy Recommend and promote energy conservation in existing and new housing.

27. **Program** Enforce the use of energy conserving features required by the latest edition of the California Building Standards Code and applicable provisions of the California Government Code.

Time Frame:	**Ongoing**
Responsible Agency:	**Building**
Quantified Objective:	**N/A**

28. **Program** Refer interested residents to PG&E for information on energy conservation.

Time Frame:	**Ongoing**
Responsible Agency:	**Building**
Quantified Objective:	**N/A**

29. **Program** Monitor the results of the Town's Development Area bonus program for solar panels to quantify the number of new solar panels constructed annually.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**N/A**

30. **Program** Monitor the results of the pervious surface Development Area credit program.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**N/A**

31. **Program** Monitor the results of the Town's Green Building Ordinance and consider updating the code to include residential additions.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**N/A**

O. **Policy** Recommend and promote water conservation in existing and new housing.

32. **Program** Publicize the County Water-Wise Audit and Lawn removal incentive program. Under the program, residents can receive up to a $1,000 rebate and commercial, industrial, and institutional properties can receive up to a $10,000 rebate by replacing high water using plants such as turf grass, with low water using plants from our Approved Plant List or by installing permeable hardscape.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/Building**
Quantified Objective:	**N/A**

V. **Goal** Encourage older residents/senior citizens to remain members of the community.

P. **Policy** Support and encourage participation in programs for seniors in cooperation with local and regional non-profit agencies.

33. **Program** Continue to provide financial support to the Community Services Agency and the Los Altos Senior Center for the provision of such services as emergency assistance, nutrition and hot meal programs, information and referral, and senior care management.

Time Frame:	**Ongoing**
Responsible Agency:	**City Council/City Manager**
Quantified Objective:	**Annual contributions**

34. **Program** Support Senior Housing Solutions (formerly Project Match), a home sharing service that matches seniors interested in sharing their homes with other seniors, including publicizing Senior Housing Solutions its services via articles in local newspapers and newsletters, and including financial support to assist Senior Housing Solutions. Senior Housing Solutions is headquartered in Milpitas and operates throughout the Peninsula.

Time Frame:	**Ongoing**
Responsible Agency:	**City Council/City Manager**
Quantified Objective:	**Annual contributions**

VI. Goal Eliminate discrimination in housing access based on race, religion, national origin, age, sex, marital status or physical handicap, and other arbitrary barriers that prevent choice of housing.

Q. **Policy** Refer complaints of discrimination to groups such as the Mid-peninsula Citizens for Fair Housing to provide fair housing services.

35. **Program** The County of Santa Clara contracts with Mid-Peninsula Citizens for Fair Housing for provision of fair housing education, outreach and counseling services. While not providing direct funding to Mid-Peninsula Citizens for Fair Housing, the Town of Los Altos Hills is one of several jurisdictions that participate with the County of Santa Clara in providing fair housing services to its residents and make use of the programs available through Mid-Peninsula Citizens for Fair Housing. The Town will prepare a handout with information on this service and will make it available at the public counter, and provide a link on the Town's Web-site.

Time Frame:	**Ongoing. Provide fair housing brochures and website link by December 2015.**
Responsible Agency:	**Planning/City Manager**
Quantified Objective:	**NA**

R. **Policy** Address the housing needs of persons with special needs, including persons with disabilities, and persons in need of emergency or transitional housing.

36. **Program** As part of this Housing Element, the Town has conducted a review

of zoning, building codes, and permit processing, and has identified the following actions appropriate to better facilitate the provision of accessible housing:

- Establish written procedures for reasonable accommodation requests for persons with disabilities with respect to zoning, permit processing and building laws.

Time Frame:	**Zoning Ordinance Revisions by December 2016**
Responsible Agency:	**Planning/City Manager**
Quantified Objective:	**N/A**

37. Program Refer any individual or household in need of emergency shelter to appropriate agencies and organizations.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/City Manager**
Quantified Objective:	**N/A**

38. Program Meet with Hidden Villa, an educational community organization in the Town's Sphere of Influence, to discuss potential partnership on transitional housing services.

Time Frame:	**December 2015**
Responsible Agency:	**Planning**
Quantified Objective:	**N/A**

VII. Goal Preserve neighborhood quality while ensuring an expedient development review process.

S. Policy Review all new proposed residential development via the Site Development Permit process to ensure compatibility among existing community standards.

39. Program Review and update development review procedures in coordination with city departments and other responsible agencies to ensure efficient customer service and expedient delivery of development review services.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/City Council**
Quantified Objective:	**N/A**

T. Policy Encourage rehabilitation and reconstruction of existing residential units compatible with the established neighborhood character.

40. Program Modify as needed the existing Fast Track Guide for new residential development to assist in design and review.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/City Manager**
Quantified Objective:	**N/A**

U. Policy Maintain and improve necessary community services as needed to accommodate new residential development.

41. Program Update the 2013 Senior Community Survey that evaluates the condition and need for senior services and report to City Council.

Time Frame:	**December 2018**
Responsible Agency:	**Planning**
Quantified Objective:	**N/A**

42. Program Continue to participate as part of the Urban County to access Community Development Block Grant (CDBG) and Housing Trust of Santa Clara County funds through Santa Clara County. Apply to the County for specific community service projects to provide financial support for Senior Housing Solutions and Mid-Peninsula Housing Coalition projects.

Time Frame:	**Ongoing - Apply to the County as specific projects are proposed**
Responsible Agency:	**Planning/City Manager**
Quantified Objective:	**N/A**

43. Program Work with the City of Los Altos to measure actual sewer capacity by installing flow meters throughout the system.

Time Frame:	**Ongoing**
Responsible Agency:	**Public Works**
Quantified Objective:	**N/A**

VIII. Goal Prevent loss of housing due to wild land fire.

V. Policy Encourage undergrounding of overhead transmission lines in areas of relatively high risk for wildland fires.

44. Program Make available material including brochures and pamphlets to educate the Town public on the benefits of undergrounding utility lines.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning/Building/Public Works**
Quantified Objective:	**N/A**

W. Policy Cooperate with the Fire Department on fire prevention efforts including brush and weed abatement.

45. Program Make available material on the Town's Web Site to educate the Town public on the benefits of and requirements for brush and weed abatement.

Time Frame:	**Ongoing**
Responsible Agency:	**Fire/Building**
Quantified Objective:	**N/A**

X. Policy Reduce prevalence of invasive, non-native plant species that may contribute to wild land fire.

46. Program Continue the Town's policy requiring the removal of eucalyptus trees as a condition of development approval for new residences, additions, or alterations to structures which individually or cumulatively equal or exceed 1,200 square feet of floor area.

Time Frame:	**Ongoing**
Responsible Agency:	**Planning**
Quantified Objective:	**N/A**

Y. Policy Cooperate with Purissima Hills Water Department on hydrant upgrades.

47. Program Make available material on the Town's Web Site to educate the Town public on the hydrant upgrades requirements.

Time Frame:	**Ongoing**
Responsible Agency:	**Public Works**
Quantified Objective:	**N/A**

Z. Policy Continue to implement Wildland-Urban Interface Fire Area policies for major additions and new home construction where applicable.

48. Program Amend the Fire Code to address the natural characteristics of the Los Altos Hills area and amend the Wildland-Urban Interface Fire Area map to reflect the current fire hazards.

Time Frame:	**December 2015**
Responsible Agency:	**Fire/Building**
Quantified Objective:	**N/A**

SUMMARY OF OBJECTIVES

671. The Town is required to quantify the Town's objectives for new residential construction during the 2015-2023 planning period and compare this with Los Altos Hills' Regional Housing Need Allocation (RHNA) by income category. Overall, the state adopted RHNA number for the Town is 121 total units over the eight year planning cycle. Based on the programs in this Housing Element Update along with the current production levels of housing units in Town, it is estimated that from 120 to 165 new housing units could be produced over that same planning period.

672. Regarding unit production for individual income categories, it is anticipated that the current rate of single family home production (6-7 units annually) will continue, resulting in approximately 50 new units for above moderate households. This comfortably exceeds the RHNA allocation of 15 units over the entire 2015-2023 cycle.

673. Second units will continue to be the primary source of affordable units constructed in the town and the 2014 Second Unit Survey provides the basis for estimating the affordability of these units. As presented earlier in Table 5, 61 percent of secondary dwelling units are rented at ranges affordable to extremely low and very low income households, 26 percent to low income and 13 percent to moderate income households. At the current rate of production (approximately 6 units per year) additional measures are needed to meet the RHNA numbers for the next planning cycle.

674. Based on the Housing Element community input process, several programs have been added to the Housing Element to further increase the rate of second unit production (Programs 14-18). These programs include added flexibility on parking standards, an amnesty program to legalize existing unpermitted units, allowing new second units on smaller parcels and an increase in the maximum floor area for attached units. These programs are anticipated to result in the production

of 30 very low income units and low income units. Furthermore, the Second Unit Survey reveals a moderate level of interest among homeowners in constructing second units, with 22 percent of the respondents, totaling 191 households, indicating they were considering building second units within the next eight years.

675. These new programs along with recently adopted measures to reduce building and sewer hook-up fees, modified parking requirements, increased floor area in basements, expedient administrative review, and distribution of a brochure promoting second units are expected to increase production of second units from 6 to 10 new units a year for a total of 80 new secondary dwelling units in the planning cycle. The annexation of lands into Los Altos Hills will also increase the potential for construction of affordable second units on properties that meet the development criteria.

676. In addition to second units and single-family homes, the Town will also address its affordable housing needs by encouraging and facilitating the introduction of affordable housing for faculty, employees and students on the Foothill College site. This could result in the construction of 40 new rental units with the majority being rented to very low and low income students and employees. Furthermore, housing for employees will be permitted at non-residential institutional uses in Town (i.e. religious facilities, Fremont Hills Country Club, Packard Foundation, Westwind Barn). Given the nature of such housing, it is assumed that half the employee units would be affordable to low income households, and half affordable to moderate income households. Based on these programs, the Town has established an objective to achieve up to 50 new units through the provision of housing at Foothill College and other institutional properties.

677. Table 9 summarizes Los Altos Hills' residential construction objectives for the entire 2015-2023 Housing Element period, and compares this with the Town's RHNA allocation. As illustrated, through a combination of second units, single-family home development, and the introduction of housing at Foothill College and on-site employee housing at other institutional properties, Los Altos Hills is able to address its regional housing needs in each income category.

Table 9
Residential Unit Construction Objectives 2015-2023

Residential Unit Type	ABAG Regional Fair Share 2014-2022	2015-2023 (Estimated Future Production*)
Extremely Low/Very Low	**46**	**50**
Low	**28**	**30**
Moderate	**32**	**35**
Above Moderate	**15**	**50**
Total	**121**	**165**

* Estimated future production based on 10 second units/year, 6 new single-family residences/year and 40-50 units on Foothill College and/or other institutional properties.

APPENDIX A

Los Altos Hills 2014 Housing Element Update

Second Unit Survey

A key component of the Housing Element update is planning for future housing needs, including the provision of affordable housing. In Los Altos Hills, second units provide the greatest opportunity to meet affordable housing requirements while maintaining the rural character of the Town. For this reason, the Town is collecting information on second units to determine who lives in them, rent ranges (if applicable), size, and additional steps the Town can take to encourage construction of second units.

Note: ***Please be advised that this survey is to be completed anonymously and that no identifying information is required or requested from the person completing the survey.***

A second unit, as defined by the State, is a self-contained residential dwelling either attached to the main house or in a separate structure on the property. The unit shall include *all* of the following:

a. A bedroom
b. A full bathroom
c. A separate cooking facility

If you have a second unit, please circle the appropriate letter for the responses in Section A and then proceed to Section C.

If you do not have a second unit, please fill out Sections B and C.

SECTION A

1. Is the unit:
   a) Attached to your main house?
   b) Detached from the main house?

2. Type of unit:
   a) Studio
   b) 1 bedroom
   c) 2 bedrooms
   d) More than 2 bedrooms

3. About how old is your unit?
   a) Built before 1956
   b) Built between 1956 and 1989
   c) Built between 1989 and 1999
   d) After 1999

4. Is the unit occupied?
   a) Yes (if "yes," please answer questions 5 through 9)
   b) No (if "no," ignore questions 5 through 9 and go to question 10)

5. What is the monthly rent of your unit?
   a) No rent is charged
   b) Under $800
   c) $800 to $1,200
   d) $1,201 to $1,600
   e) $1,601 to $2,300
   f) Over $2,300 (please fill in amount): $_____

6. If currently occupied, how many people live in your second unit?
   a) 1 person
   b) 2 people
   c) 3 people
   d) Other_____

7. Please select the age groups of current occupants of your unit.
   a) Under 18 years
   b) 18-30 years
   c) 31-55 years

d) Over 55 years

8. Second unit's occupants' primary form of transportation:
   a) Car (if yes, how many?_____)
   b) Public transportation
   a) Bicycle
   b) Walk

9. Second unit occupants' occupation:
   a) Student
   b) Caretaker
   c) Retired
   d) Professional
   e) Other _____
   f) Don't know

10. If you don't currently rent your unit, what would you expect to charge if you did?
   a) No rent charged
   b) Under $800
   c) $800 to $1,200
   d) $1,201 to $1,600
   e) $1,601 to $2,300
   f) Over $2,300 (please fill in amount): $_____

SECTION B

(To be completed by residents with no secondary dwelling)

11. To your best knowledge, do you have at least 1,000 square feet of undeveloped Floor Area (building square footage) and Development Area (buildings plus all other structures including driveway, patios, pool, etc.) available for additional development?
   a) Yes
   b) No
   c) Don't know

12. Are you considering building a second unit in the next eight years?
    a) Yes
    b) No

SECTION C

13. Would you support granting a Floor Area/Development Area bonus allowing increased Floor Area/Development Area for the exclusive purpose of constructing a second unit?
    a) Yes
    b) No

14. Would you support allowing second units on lots that are less than one acre?
    a) Yes
    b) No

15. Please provide any additional thoughts or suggestions on second units in Los Altos Hills, including possible ways the Town can encourage their construction.

_____

_____

_____

_____

APPENDIX B
2014 SECOND UNIT SURVEY RESULTS

2014 2nd Unit Survey Results			
Total Surveys Mailed:		**2854**	
Total Responses Received by 7/20/2014:		**978**	34.27% Response
Respondents with a 2nd Unit:		**191**	
Respondents without a 2nd Unit:		**787**	
SECTION A- Respondents with a 2nd Unit			
Question 1 -IS THE UNIT ATTACHED OR DETACHED?			
A ATTACHED TO MAIN HOUSE		68	**36%**
B DETACHED FROM MAIN HOUSE		123	**64%**
	Total:	191	
Question 2 -TYPE OF UNIT			
A STUDIO		65	**34%**
B 1 BEDROOM		90	**47%**
C 2 BEDROOMS		33	**17%**
D MORE THAN 2 BEDROOMS		5	**2%**
	Total:	193	
Question 3 **-**HOW OLD IS YOUR UNIT?			
A BEFORE 1956		31	**16%**
B 1956-1989		69	**36%**
C 1989-1999		33	**17%**
D AFTER 1999		60	**31%**
	Total:	193	
Question 4 -IS UNIT OCCUPIED?			
A YES		97	**51%**
B NO		94	**49%**
	Total:	191	

Question 5 -WHAT IS THE MONTHLY RENT?			
A No rent charged		48	
B <$800		5	
C $800-$1,200		11	
D $1,201-$1,600		9	
E $1,601-$2,300		18	
F >$2,300		14	
	Total:	105	
Question 6 - HOW MANY PEOPLE LIVE IN UNIT?			
A 1 Person		61	
B 2 People		32	
C 3 People		1	
D Other		4	
	Total:	98	
Question 7 -AGE OF OCCUPANTS			
A UNDER 18		4	**6.33%**
B 18-30		27	**21.52%**
C 31-55		44	**48.10%**
D OVER 55		33	**24.05%**
	Total:	108	
Question 8 -OCCUPANT'S PRIMARY MEANS OF TRANSPORTATION			
A-1 CAR-1		63	**64.47%**
A-2 CAR-2		21	**25.00%**
A-3 CAR-3+		3	**2.63%**
B PUBLIC TRANSPORT		2	**2.63%**
C BIKE		9	**2.63%**
D WALK		3	**2.63%**
	Total:	101	
Question 9 -OCCUPANT'S OCCUPATION			
A STUDENT		10	**14.47%**
B CARETAKER		6	**5.26%**
C RETIRED		17	**15.79%**
D PROFESSIONAL		49	**44.74%**
E OTHER		16	**18.42%**
F DON'T KNOW		1	**1.32%**
	Total:	100	

Question 10 -EXPECTED RENT			
A No rent charged		10	**8.04%**
B <$800		9	**34.82%**
C $800-$1,200		22	**32.14%**
D $1,201-$1,600		31	**16.96%**
E $1,601-$2,300		38	**8.04%**
F >$2,300		14	**0.00%**
	Total:	112	
SECTION B- Respondents without a 2nd Unit			
Question 11 -HAVE 1,000 SQ. FT OF DEVELOPMENT AREA?			
A YES		333	**44.39%**
B NO		368	**35.79%**
C NOT SURE		188	**19.82%**
	Total:	889	
Question 12 -ARE YOU CONSIDERING BUILDING 2ND UNIT IN 5 YEARS?			
A YES		191	**17.75%**
B NO		863	**82.02%**
	Total:	874	
SECTION C- Development Bonus			
Question 13 -DO YOU SUPPORT F.A. or D.A. BONUS?			
A YES		521	**49.76%**
B NO		454	**36.82%**
	Total:	978	
Question 14 -WOULD YOU SUPPORT 2ND UNITS ON LOTS LESS THAN ONE ACRE			
A YES		289	
B NO		689	
	Total:	978	

APPENDIX C
HOUSING ELEMENT COMMUNITY COMMENT SURVEY

2015-2023
Housing Element Update

Public Comment Card

The Town of Los Altos Hills is in the process of updating its Housing Element. The Housing Element is part of the General Plan, a comprehensive, long-term planning document which guides the physical development of the Town. As required by State law, the Housing Element is updated every eight years and must identify key policies, strategies and programs to maximize affordable housing opportunities for the community and plan for housing to meet the Town's "fair share" of regional housing needs and the future needs of residents. Additional information on Housing Element requirements and the state's review process is available on the California Department of Housing and Community Development website at http://www.hcd.ca.gov/hpd/hrc/plan/he/. Housing Element law can also be found in Sections 65580 through 65589.8 of the California Government Code.

California Government Code Section 65583(c)(8) requires that the Town make a diligent effort to achieve public participation of all segments of the community in the development of the Housing Element. The purpose of this questionnaire is to gather data to assist staff in developing policies and programs that are designed to benefit the residents of the community.

Please provide us with your input for the Housing Element update:

1. **Choose one of the first five options only if you are retired, or contemplating retirement, in the next five years. Otherwise mark the option "This question does not apply to me/us." For purposes of this question, a secondary dwelling could be a separate guest house, a "casita" type of adjoining structure, or it could be a section of the main house designed as a separate living area, for example an "in-law quarters."**

   ❑ I/We expect to continue living in the primary dwelling for the foreseeable future

- ❑ I/We already live in a secondary dwelling in Los Altos Hills, and a younger generation of our family occupies the primary dwelling

- ❑ I/We are already living in a secondary dwelling in Los Altos Hills; a completely unrelated party occupies the primary dwelling

- ❑ I/We are planning to move to another community and will likely downsize to a smaller dwelling

- ❑ I/We do not yet have any firm or even tentative thoughts about housing plans subsequent to retirement

- ❑ This question does not apply to me/us

- ❑ Other _____

2. In order to meet the increased Regional Housing Needs Allocation numbers from the state, the Town is considering expanding opportunities for secondary dwelling units. Would you support secondary units in any of the following circumstances:

(Check as many as needed)

- ❑ On lots between 1/2 acre and one acre if the unit is attached and no larger than 750 square feet?

- ❑ Allow the parking for the secondary unit to encroach into the front or side yard setbacks as long as the parking space utilizes existing paved areas?

- ❑ Allow for a minor increase in the total Maximum Floor Area for secondary units attached to an existing dwelling as long as the owner agrees to keep the unit affordable to low or very low income households?

- ❑ Consider an amnesty program to legalize existing unpermitted secondary units if the unit meets current health and safety codes and is not located within the yard setbacks?

- ❑ Allow for a second unit of up to 1,200 square feet in floor area if the property owner agrees to keep the unit affordable?

- ❑ Other_____

_____

_____

_____

3. The median age of residents in Los Altos Hills is increasing over time and housing options are limited for seniors who want to retain a Los Altos Hills address but do not want to maintain a house and property. Do you have any suggestions for providing housing alternatives for seniors other than a single family dwelling or secondary unit?

_____

_____

4. Any additional comments for the Housing Element?

_____

_____

When you have completed this form, please mail it in the enclosed envelope.
No stamp or return address is needed. **Thank You!**

APPENDIX D
HOUSING ELEMENT COMMUNITY COMMENT SURVEY RESULTS

2014 Public Comment Card Results		
Total Surveys Mailed:	**2,854**	100%
Total Responses Received by 11/21/2014:	**533**	18.7%
QUESTION 1 - Choose one of the first five options only if you are retired or contemplating retirement, in the next five years. Otherwise mark the option "This question does not apply to me/us." For purposes of this question, a secondary dwelling could be a separate guest house, a "casita" type of adjoining structure, or it could be a section of the main house designed as a separate living area, for example an "in-law quarters."		
	Total	**Percentage**
I/We expect to continue living in the primary dwelling for the forseeable future.	398	74.7%
I/We already live in a secondary dwelling in Los Altos Hills, and a younger generation of our family occupies the primary dwelling.	3	0.5%
I/We are already living in a secondary dwelling in Los Altos Hills; a completely unrelated party occupies the primary dwelling.	2	0.4%
I/We are planning to move to another community and will likely downsize to a smaller dwelling.	11	2.1%
I/We do not yet have any firm or even tentative thoughts about housing plans subsequent to retirement.	30	5.6%
This question does not apply to me/us.	80	15%
Other _____	9	1.7%
Question 2 - In order to meet the increase Regional Housing Needs Allocation numbers from the state, the Town is considering expanding opportunities for secondary dwelling units. Would you support secondary units in any of the following circumstances: (Check as many as needed)		
	Total	**Percentage**
On lots between 1/2 acre and one acre if the unit is attached and no larger than 750 square feet?	217	41%
Allow the parking for the secondary unit to encroach into the front or side yard setbacks as long as the parking space utilizes existing paved areas?	205	39%
Consider an amnesty program to legalize existing unpermitted secondary units if the unit meets current health and safety codes and is not located within the yard setbacks?	152	29%
Allow for a second unit of up to 1,200 square feet in floor area if the property owner agrees to keep the unit affordable?	215	40%
Other _____	87	16%
Question 3 - The median age of residents in Los Altos Hills is increasing over time and housing options are limited for seniors who want to retain a Los Altos Hills Address but do not want to maintain a house and property. Do you have an suggestions for providing housing alternatives for seniors other than a single family dwelling or secondary unit?		
Responded		141
Question 4 - Any additional comments for the Housing Element?		
Responded		107

APPENDIX E
2009 HOUSING ELEMENT IMPLEMENTATION

The following presents a program by program analysis of the Town's implementation of the 2009 Housing Element goals, policies and programs.

GOALS, POLICIES, AND PROGRAMS

I. Goal Preserve the existing character of the Town and provide housing opportunities for persons who desire to reside in a semirural and environmentally sensitive environment.

A. Policy Ensure that all new residential development and reconstruction and rehabilitation of existing residences preserves the natural environmental qualities which significantly contribute to the semirural atmosphere of the Town, including the hills, ridgelines, views, natural water courses, and the native trees.

B. Policy Continue to guide residential development in a manner that is sensitive, particularly in areas with significant environmental constraints.

C. Policy Protect areas with exceptional natural value.

D. Policy Ensure that reasonable opportunities are available for new residential development and reconstruction, and rehabilitation of existing residences while preserving, as much as possible, existing views, hills, ridgelines, water courses, riparian vegetation, significant open spaces, and native trees.

E. Policy Require landscaping to soften the visual impact of new development on the surrounding community.

F. Policy Require storm water drainage and erosion control systems to be designed to maintain, to the greatest extent possible, existing water drainage patterns and to protect existing downstream lands from flooding and flooding related hazards.

1. Program Review all new residential development and reconstruction and rehabilitation of existing residences through the Site Development Permit review process, which focuses on development siting as well as issues of grading, drainage, access, and landscape screening as visual mitigation.

Ongoing. The Town continues to review all new residential

development and rehabilitation projects through the Site Development Permit review process to ensure consistency with applicable regulations and policies related to development standards, grading, drainage, and aesthetics. This program has been carried into the current Element as Program 1.

2. Program Work with County of Santa Clara, mid-peninsula cities, the Mid-peninsula Regional Open Space District and other public agencies to promote open space programs that are compatible with the Town's goals and policies, especially within the Town and its Sphere of Influence. (Policies A - D)

Ongoing. The Town continues to be committed to pursuing its own open space policies outlined in its General Plan, as well as supporting any future regional efforts to promote open space that are consistent with the Town's policies. This program has been carried into the current Element as Program 2.

II. Goal Maintain and preserve the quality of the Town's housing stock.

G. Policy Rely on individual property owners to maintain the quality of the Town's housing stock on an individual basis.

3. Program Participate through Santa Clara County in the Federal Housing and Community Development Block Grant Program to provide housing rehabilitation loans for low and moderate income housing units/households. Make available to the Town residents information about CDBG funds on the Town Website.

Ongoing. As previously discussed, the Town's housing stock is in good condition and the average household income is among the highest in the County. Because of this there has been relatively little need for participation in the CDBG Program. However, the Town did publicize this program in the Town's newsletter and will continue to work through the County of Santa Clara to make sure funds are available should the need arise to assist Town residents with rehabilitation projects. This program has been carried forward into the current Element as Program 3.

4. Program Enforce the Uniform Housing Code through an on-going program of enforcement and abatement based on complaints from Town residents.

Ongoing. The Town's Municipal Code has provisions for enforcement, including the use of abatement procedures if warranted. Abatement procedures are initiated by the Town's residents. This program has been carried forward into the Current Element as Program 4.

III. Goal Ensure that all local housing needs and the Town's fair share of the regional housing needs are met.

H. Policy Facilitate the private development of new residential units and the reconstruction and rehabilitation of existing residential units to meet the identified housing needs for all income levels of the community and provide for variety of housing opportunities.

5. Program Continue to facilitate and expedite the development of new units and the rehabilitation and reconstruction of existing residential units.

Ongoing. The prompt processing of subdivision, design review applications and building permits has resulted in average construction rates consistent with the projected demand for housing in Los Altos Hills. The Town will continue to assist the property owners and development community in the housing development process.

The Town approved for occupancy 87 new residential dwelling units in the previous cycle, exceeding the 2007-2014 RHNA number of 81 units.

The Town has made available a "fast-track" program for developers and homeowners that expedites the review process when the project meets all of the Town's regulations and there is little or no neighborhood opposition. A pamphlet has been created and made available to inform residences and prospective builders on the fast-track review process. The Town will continue to explore ways to develop new strategies of informing its residents and prospective builders of the permitting process. This program has been carried forward into the current Element as Program 5.

6. Program Continue the annexation of lands within the Town's Sphere of Influence to increase the Town's supply of lands suitable for

residential development.

Ongoing. In the previous planning cycle, the Town annexed approximately 45 pre-zoned properties which increased the total number of units in Town. The annexation of the parcels added to the total supply of available housing in the Town of Los Altos Hills and all lots of one or more acres in size can potentially accommodate a secondary dwelling unit thus increasing the supply of affordable rental units.

The Town has pre-zoned the remaining properties in the West Loyola area. While some pre-zoned land has not yet been annexed, the pre-zoning process is an important step in the future annexation of the properties. This program will be carried into the current Element as Program 6.

7. Program Analyze the potential annexation of the pre-zoned 95 lots within the Spalding/Magdalena neighborhood, potentially including an evaluation of the desire of residents to be annexed.

Ongoing. The Town had discussions with the residents in the Spalding/Magdalena neighborhood to determine their interest in annexing to the Town but no decision was made and no timetable has been established for annexation. The Town continues to evaluate the desire of residents to be annexed. This program will be carried into the current Element as Program 7.

8. Program Modify the Zoning Ordinance to allow non-residential uses with approved Use Permits located within Los Altos Hills to provide on-site housing for employees.

Modify the zoning ordinance to change conditional uses to allow housing for employees. Through this revision, non-residential uses will be able to create opportunities for a number of employees of these non-residential uses to live on-site in Los Altos Hills. This will help in the creation of affordable housing opportunities in Los Altos Hills, including housing for extremely low income households, while helping in the reduction of commute traffic.

Not completed. Some non-residential properties, such as the Fremont Hills Country Club, Daughters of Charity and the

Packard Foundation, have employee/caretaker housing as part of their Conditional Use Permits. This program is continued to the next Housing Element as Program 8. It remains an appropriate program, considering high housing costs in Los Altos Hills.

9. Program Continue to encourage room rentals as means of providing affordable housing options within existing housing stock**.**

Ongoing. Room rentals provide affordable housing for students who attend Stanford University. The Town does not have restrictions on this practice and the proximity to the university allows for students to use alternative transportation to get to the campus. This program is continued to the next Housing Element as Program 9.

10. Program Maintain and make available on the City's website information on the construction of new, and rehabilitation of existing, residential units.

Ongoing. A new website was launched during the planning cycle which includes information on the process of obtaining Site Development and Building permits for the construction of new residential units and the rehabilitation of existing residential units. This program is continued to the next Housing Element as Program 10.

I. Policy Provide opportunities for lower cost housing through the development of residential second units, including new second units and those developed through the conversion of portions of existing primary units. The Town's goal is that 20 percent of all newly constructed residential units are new or converted secondary units.

11. Program Continue to provide a review process to allow staff level approval of all residential second units.

Ongoing. Since the adoption of the 1998 Housing Element, the Town has successfully adopted an administrative review process for residential second units whereby any second units that conform to development standards may be approved at staff level. This has resulted in an expedited process and the production of 40-second units during the last planning period from 2007 through 2014.

The Town will continue to encourage and facilitate the production of second units through the expedited administrative review process. This program is continued to the next Housing Element as Program 11.

12. Program Develop a residential second unit brochure for placement on the Town's website**,** to be made available at the Town's public information counter and provided to each applicant for development of a residential parcel within the Town, to existing residents interested in developing new second units or converting portions of existing primary units, and to seniors seeking opportunities to remain in Los Altos Hills. The second unit brochures shall also be provided to all owners of property pre-zoned and annexed to the Town of Los Altos Hills. Brochures shall include information regarding incentives for construction of secondary units, such as an expedient administrative review process; waiver of the housing fee, and under specified criteria, the building permit and sewer hook-up fees; and modified parking requirements. The Town will annually review these incentives to evaluate their effectiveness in encouraging second units affordable to extremely low, very low, low and moderate income households and report to State HCD as part of the Town's annual Housing Element review. To the extent these incentives appear ineffective, the Town will adopt additional incentives and revise its Housing Element accordingly.

Completed/Ongoing. A brochure has been completed and placed on-line which outlines the requirements for second units and the approval process. In addition, the brochure is available at the counter and staff encourages the creation of second units on all new residences. Based on the most recent Second Unit Survey, there is community support for increased incentives and new programs (14 through 17) have been added to the next Housing Element update. The brochure continues to be updated as necessary. This program is continued to the next Housing Element as Program 12.

13. Program Develop and adopt reasonable criteria for reducing or waiving building permit and sewer hook-up fees for second units.

Not Completed. The Town currently waives the housing fee for all

second units and continues to review potential reductions in permit fees for new second units. This program is continued to the next Housing Element as Program 13.

14. Program Evaluate changing or reducing parking requirements for second units (i.e. allowing tandem parking for second units).

Completed. The Zoning Ordinance was updated to allow for tandem type parking for second units.

15. Program Update the Second Unit ordinance to allow detached second units to have basements which do not count towards Maximum Floor Area (MFA). This will allow the second units to be developed with more than two (2) bedrooms, accommodating larger extremely low income (ELI) households.

Completed. The Zoning Ordinance was updated to allow for basements on second units that do not count towards the total floor area.

J. Policy Work and cooperate with the Foothill-DeAnza Community College District in the development of student, faculty and employee housing apartments at Foothill College.

16. Program Support Foothill College in potential future development of affordable student, faculty, and employee housing on the College properties, and provide incentives for development through an expedited review process, establishment of enabling provisions in the General Plan and Zoning, and provision of funding support. The Town will meet twice within the planning period in an effort to explore the possibility of student and employee housing including affordable housing for extremely low income household. The Town will amend the General Plan to change the Foothill College designation from P (Public School) to PC (Public College), and identify multi-family residential as a permitted use. In addition, the Zoning Code will be amended to permit sites designated PC in the General Plan to allow multi-family residential at densities of 20 units/acre. When there is an appropriate opportunity, the Town will meet with multi-family housing developers and the college to discuss the proposal and work to find ways to expedite the processing of permits. Apply to the Santa Clara County Office of Affordable Housing for CDBG and HOME

funds, and to the Housing Trust Fund of Santa Clara County in support of development of housing affordable to extremely low, very low and low income households at the College.

Not Completed. Staff did meet with Foothill College officials in 2014 about the potential for student, employee and faculty housing on the campus similar to recently constructed housing at Canada College in San Mateo County. In addition, ongoing annual meetings between Town staff and the college have been established to discuss housing and other development issues. The Town will proceed with the amendments to the General Plan and Zoning Code. This program is continued to the next Housing Element as Program 19.

K. Policy Participate with Santa Clara County, the Association of Bay Area Governments, and the State Department of Housing and Community Development in the routine assessment of local and regional housing needs as they relate to the Town.

17. Program At least once every eight years participate in the determination of the Town's local housing needs.

Completed/ongoing. This Element Update assesses the Town's housing needs since the 2009 Element. The Town is committed to continuing this pattern of frequently reassessing its housing needs as necessary. This program has been carried forward into the current Element as Program 20.

18. Program Maintain an inventory of sites, either manually or by computerized data base, suitable for residential development, based on available environmental and infrastructure information.

Completed/ongoing. A chart and map identifying underutilized parcels with potential for residential development was prepared in 2014 as part of the current Housing Element update, which will be updated periodically. This program has been carried forward into the current Element as Program 21.

19. Program At least once at the beginning and once at the end of the eight-year timeframe of the Housing Element, conduct Town-wide surveys to ascertain information on rental rates of rooms and second units, occupancy status, structural condition of unit or room.

Completed/ongoing. A second unit survey was sent to all residents of the Town in July 2014, inquiring about the size and rent of second units within the Town. No such work has been done for room rentals, although a review of local rental listings as background research for the current Housing Element provides cursory information on room and home rentals. This program is continued to the next Housing Element as Program 22.

20. Program Maintain an inventory of second units and provide monthly and yearly updates on the construction of second units.

At mid-point in the timeframe of the Housing Element, the Town will compare the results of the tracking system with its regional housing needs allocation (RHNA) for extremely low, very low, low and moderate-income families. If RHNA is not being met, the City will develop alternative strategies for addressing the housing needs of low, lower and moderate-income families.

Ongoing. A list of all approved second units is maintained by the Town, and monthly reports on building permit activity for new residences include permits issued for second units. This has remained an effective strategy to track the number of second units approved within the Town. This program is continued to the next Housing Element as Program 23.

L. Policy Review Town policies and regulations on a regular basis to ensure that the regulations, the process, and the fees do not lead to unnecessary impediments to housing development nor unnecessary increases in housing development costs.

21. Program Review all building and planning fees on a regular basis to assure that fees charged provide for but do not exceed the Town's costs of delivering services and adjust accordingly. The Town completed a review of development fee charges in fall of 2002 that resulted in the recommendation to reduce building permit fees for new single-family residences and residential second units. Town Council approved the recommended reductions and adopted the Ordinance in March 2003.

Ongoing. The Town reviews its fee structure on an annual basis to ensure that fees cover the cost of services for the community while

not being to excessive. This program has been carried forward into the current Element as Program 24.

M. Policy Maintain and provide pertinent information pertaining to environmental constraints affecting residential development.

22. Program Develop, maintain, and make available pamphlets, brochures, and other written information on the Town's development and environmental constraints and permitting process.

Ongoing. The Town maintains brochures and handouts on the development review process both at the front counter and on the Town's website. Handouts and website documents are updated regularly. This program has been carried forward into the current Element as Program 25.

23. Program As per Government Code Section 65302 requirements, the Town will amend the Safety and Conservation Elements of the General Plan to include analyses and policies regarding flood hazard and management. The Town shall also annually review the Land Use Element of the General Plan for those areas subject to flooding as identified by the Flood Plan prepared by the Federal Management Agency or the Department of Water Resources (DWR). Upon any amendment to the General Plan, the Housing Element will be reviewed for internal consistency and amended as appropriate.

Completed/Ongoing. The Safety and Conservation Elements were updated in 2008 and are updated on an ongoing basis as necessary. Very few properties in Town are affected by flooding as the Town restricts development within riparian/creek corridors and watersheds are largely undeveloped which allows for greater absorption of storm water. This program has been carried forward into the current Element as Program 26.

IV. Goal To encourage energy conservation and lower housing operation costs, reduce demands on existing energy systems, reduce greenhouse gas emissions, and preserve non-renewable resources.

N. Policy Recommend and promote energy conservation in existing and new housing.

24. Program Enforce the use of energy conserving features required by the latest

edition of the Uniform Building Code and applicable provisions of the California Government Code.

Ongoing. The Town's Building Department reviews all building permits for compliance with applicable energy conservation requirements including Title 24 of the Uniform Building Code. This program has been carried into the current Element as Program 27.

25. Program Refer interested citizens to PG&E for information on energy conservation.

Ongoing. Contact information and referrals to PG&E are made readily available by the Town to residents interested in energy conservation. This program has been carried forward into the current Element as Program 28.

26. Program Monitor the results of the Town's Development Area bonus program for solar panels to quantify the number of new solar panels constructed annually.

Ongoing. The development area bonus for solar systems has been successful based on the number of photovoltaic systems that have been installed (an average of 60 systems a year since the bonus program started in 2007). The bonus program was extended for an additional two years in 2014. This program has been carried forward into the current Element as Program 29.

27. Program Monitor the results of the pervious surface Development Area credit program.

Ongoing. The development area credit for removing impervious surfaces and replacing them with paving stones, pervious concrete and other more pervious surfaces has resulted in the increased removal of impervious driveways and decks with more pervious surfaces. This program has been carried forward into the current Element as Program 30.

28. Program Monitor the results of the Town's Green Building Ordinance.

Ongoing. The recently adopted 2013 CalGreen Code from the state incorporates many aspects of the Town's Green Building

Ordinance. Monitoring programs have been developed to track compliance with the new code and the Town will continue to modify the monitoring programs to ensure compliance. This program has been carried forward into the current Element as Program 31.

O. Policy Recommend and promote water conservation in existing and new housing.

29. Program Study, create, and implement a plan incentivizing and enforcing water conservation measures in new residential construction to comply with state law.

Complete. In 2011, a Water Efficient Landscape Ordinance was adopted by the Town.

30. Program Publicize the County Water-Wise Audit and Lawn removal incentive program. Under the program residents can receive up to a $1,000 rebate and commercial, industrial, and institutional properties can receive up to a $10,000 rebate by replacing high water using plans such as turf grass, with low water using plants from our Approved Plant List or by installing permeable hardscape.

Ongoing. This program has been carried forward into the current Element as Program 32.

V. Goal Encourage older residents/senior citizens to remain members of the community.

P. Policy Support and encourage participation in programs for seniors in cooperation with local and regional non-profit agencies.

31. Program Continue to provide financial support to the Community Services Agency and the Los Altos Senior Center for the provision of such services as emergency assistance, nutrition and hot meal programs, information and referral, and senior care management.

Ongoing. The Town has contributed $65,230 to the CSA of Mountain View and $7,350 to the Los Altos Senior Center between 2007 and 2014. The town intends to continue this financial support. This remains an appropriate mechanism for Los Altos Hills to assist with emergency assistance needs. This program has been carried forward into the current Element as Program 33.

32. **Program** Support Senior Housing Solutions (formerly Project Match), a home sharing service that matches seniors interested in sharing their homes with other seniors, including publicizing Senior Housing Solutions its services via articles in local newspapers and newsletters, and including financial support to assist Senior Housing Solutions. Senior Housing Solutions is headquartered in Milpitas and operates throughout the Peninsula.

Ongoing. The Town has contributed annually to Senior Housing Solutions which provides affordable housing services for seniors throughout the county. The town intends to continue this financial support. This program has been carried forward into the current Element as Program 34.

VI. Goal Eliminate discrimination in housing access based on race, religion, national origin, age, sex, marital status or physical handicap, and other arbitrary barriers that prevent choice of housing.

Q. Policy Refer complaints of discrimination to groups such as the Mid-peninsula Citizens for Fair Housing to provide fair housing services.

33. **Program** The County of Santa Clara contracts with Mid-Peninsula Citizens for Fair Housing for provision of fair housing education, outreach and counseling services. While not providing direct funding to Mid-Peninsula Citizens for Fair Housing, the Town of Los Altos Hills is one of several jurisdictions that participate with the County of Santa Clara in providing fair housing services to its residents and make use of the programs available through Mid-Peninsula Citizens for Fair Housing. The Town will prepare a handout with information on this service and will make it available at the public counter, and provide a link on the Town's Web-site.

Ongoing. This program has been carried forward into the current Element as Program 35.

R. Policy Address the housing needs of persons with special needs, including persons with disabilities, and persons in need of emergency or transitional housing.

34. **Program** As part of this Housing Element, the Town has conducted a review of zoning, building codes, and permit processing, and has

identified the following actions appropriate to better facilitate the provision of accessible housing:

- Amend the definition of "family" within the zoning ordinance to be inclusive and non-discriminatory.
- Establish written procedures for reasonable accommodation requests for persons with disabilities with respect to zoning, permit processing and building laws.

Completed/Ongoing. In 2013, the definition of a family was amended in the Zoning Ordinance to be inclusive and non-discriminatory. In addition, the Town's zoning code allows for walkways (and ramps) in setback areas up to four feet in width and the Town continues to explore additional policies on universal design. This program has been carried forward into the current Element as Program 36.

35. Program Refer any individual or household in need of emergency shelter to appropriate agencies and organizations.

Ongoing. The Town has an informal referral service for individuals or households in need of emergency shelter. This program has been carried forward into the current Element as Program 37.

Consistent with its commitment to implement this Policy, the Town has expanded programs to further assist and address housing needs for special population groups as part of the current Housing Element.

36. Program As required by State Law, amend the Zoning Ordinance to allow an emergency/homeless shelter at the Foothill Community College District site by right. It will be allowed as a permitted use without a conditional use permit or other discretionary permit. The size of the District property is adequate to accommodate future, potential homeless population in the Town. The Foothill parcel is 122 acres, with over 20 acres of undeveloped land. This is rare part of Los Altos Hills that is close to public transit and other services, and is thus the most realistic area for an emergency shelter - larger, flatter, and more connected than most of the Town. In addition, the landowner/major stakeholder has been involved in the

conversation about the rezoning to allow for emergency shelters and is amenable to the potential for an emergency shelter. The Town will also permit single room occupancy structures at Foothill Community College with a conditional use permit.

Completed. In 2014, the Zoning Ordinance was amended to include emergency shelter housing as a permitted use on properties designated as institutional throughout the community.

37. Program Meet with Hidden Villa, an educational community organization in the Town's Sphere of Influence, to discuss potential partnership on transitional housing services.

Ongoing. Town staff has met annually with Hidden Villa to discuss issues relevant to the Town. This program has been carried forward into the current Element as Program 39.

38. Program Pursuant to SB 2, amend the Zoning Code permit transitional and supportive housing as a residential use within the R-A zone, and only subject to those restrictions that apply to other residential uses of the same type in the same zone.

Completed. In 2013, the Zoning Ordinance was amended to include transitional housing as a permitted use throughout the community.

VII. Goal Preserve neighborhood quality while ensuring an expedient development review process.

S. Policy Review all new proposed residential development via the Site Development Permit process to ensure compatibility among existing community standards.

39. Program Review and update development review procedures in coordination with city departments and other responsible agencies to ensure efficient customer service and expedient delivery of development review services.

Ongoing. The Town continues to explore additional improvements in the design review process. This program has been carried forward into the current Element as Program 40.

T. Policy Encourage rehabilitation and reconstruction of existing residential units compatible with the established neighborhood character.

40. Program Establish and implement residential development guidelines to assist in design and review.

Completed. A Fast Track Guide for new development was adopted by the Town in 2010 which outlines design guidelines for new dwellings.

U. Policy Maintain and improve necessary community services as needed to accommodate new residential development.

41. Program Update 2006 Community Survey that evaluates the condition and need for community services and report to City Council.

Completed. A community services survey was completed in 2011. As this is a continuing need, this program is continued to the next Housing Element as Program 42.

42. Program Continue to participate as part of the Urban County to access Community Development Block Grant (CDBG) and Housing Trust of Santa Clara County funds through Santa Clara County. Apply to the County for specific community service projects to provide financial support for Senior Housing Solutions and Mid-Peninsula Housing Coalition projects.

Ongoing. The Town contributed CDBG money to the Housing Trust of Santa Clara County in the last planning cycle. This program has been carried forward into the current Element as Program 43.

43. Program Work with the City of Los Altos to measure actual sewer capacity by installing flow meters throughout the system.

Not Completed. The Town is continuing to study the issue and this program is continued to the next Housing Element as Program 44.

VIII. Goal Prevent loss of housing due to wild land fire.

V. Policy Encourage undergrounding of overhead transmission lines in areas of relatively

high risk for wildland fires.

44. **Program** Make available material including brochures and pamphlets to educate the public on the benefits of undergrounding utility lines.

Ongoing. Brochures and pamphlets have been made available at the counter and on the Town's website and are updated regularly. This program will be carried through to the next Housing Element under Program 45.

W. **Policy** Cooperate with the Fire Department on fire prevention efforts including brush and weed abatement.

45. **Program** Make available material on the Town's Web Site to educate the Town public on the benefits of and requirements for brush and weed abatement.

Ongoing. Brochures and pamphlets have been made available at the counter and on the Town's website and are updated regularly. In addition, the Fire District has a program to remove eucalyptus trees throughout the community at no cost to the Town. This program will be carried through to the next Housing Element under Program 46.

X. **Policy** Reduce prevalence of invasive, non-native plant species that may contribute to wild land fire.

46. **Program** Continue the Town's policy requiring the removal of eucalyptus trees as a condition of development approval for new residences, additions, or alterations to structures which individually or cumulatively equal or exceed 1,200 square feet of floor area.

Ongoing. All new dwellings and major remodels are conditioned to have eucalyptus trees removed. This program will be carried through to the next Housing Element under program 47.

Y. **Policy** Cooperate with Purissima Hills Water Department on hydrant upgrades.

47. **Program** Make available material on the Town's Web Site to educate the Town public on the hydrant upgrades requirements.

Ongoing. Brochures and pamphlets have been made available at

the counter and on the Town's website and are updated regularly. This program will be carried through to the next Housing Element under Program 48.

Z. Policy Continue to implement Wildland-Urban Interface Fire Area policies for major additions and new home construction where applicable.

48. Program Amend the Fire Code to address wildland fire hazards that are inherent to the Town of Los Altos Hills.

Completed/Ongoing. In 2014, the Fire Code was amended to address wildland fire hazards. As this is an ongoing concern and state codes are updated every three years, this program will be carried through to the next Housing Element under program 49.

APPENDIX F
VACANT AND UNDERUTILIZED SITE INVENTORY

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Units	Development Constraints	Existing Use	Constraint Comments
1	182 31 065	2000 Old Page Mill Rd	D	10.9	3 to 6	A	SFD	Owner dedicated conservation easement over entire property
2	182 31 067	2050 Old Page Mill Rd	V	7.2	1 to 2	C	-	Open space designation in GP; Moderate slope
3	182 31 078	2055 Old Page Mill Rd	D	3.5	1 to 2	A	SFD	-
4	182 31 064	Jarvis Way	V	5.4	1 to 2	C	-	Open space designation in GP
5	182 32 017	14000 Tracy Ct	D	3.6	1 to 2	B	SFD	50% of lot >30% slope
6	182 32 030	13920 Mirmirou Dr	D	3.8	1 to 2	B	SFD	75% of lot has 50% slope. Rest 17%
7	182 32 029	13875 Mirmirou Dr	D	3.6	1 to 2	B	SFD	80% of lot has 30%+ slope
8	182 32 025	13735 Paseo Del Roble Dr	D	4.1	1 to 2	B	SFD	Consistent average slope of 33%
9	182 32 024	14975 Page Mill Rd	D	3.9	1 to 2	B	SFD	75% has 34.25%, rest is 10%
10	182 08 012	13906 Page Mill Rd	D	3	1 to 2	A	SFD	-
11	182 08 011	13830 Page Mill Rd	D	5	1 to 2	A	SFD	-
12	182 08 034	13816 Page Mill Rd	D	3.4	1 to 2	F	SFD	Odd lot configuration + Matadero Creek
13	182 50 029	27925 Roble Alto Dr	D	3	1 to 2	A	SFD	-
14	182 08 004	13818 Page Mill Rd	D	9.4	2 to 3	B	SFD	60% of lot has 30% slope, rest 20%
15	182 08 022	13820 Page Mill Rd	D	4.3	1 to 2	B	SFD	50% of lot has 30% slope, rest 25%
16	182 08 020	13822 Page Mill Rd	D	3.6	1 to 2	E	SFD	landslide deposit at southwest corner of lot
17	175 55 049	12889 Viscaino Pl	D	17.04	2	I	SFD	Fremont Hills Country Club employee housing
18	182 02 014	28011 Elena Rd	D	4.4	1 to 2	A	SFD	-

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Units	Development Constraints	Existing Use	Constraint Comments
19	182 02 016	28011 Elena Rd	V	41.2	4 to 6	B	-	Over 50% of lot is steeper than 30%
20	182 24 012	26000 Altamont Rd	D	44.5	3	G	Group Living	Daughters of Charity religious facility
21	182 03 038	13115 Maple Leaf Ct	D	10.7	2 to 4	E	-	Monta Vista Fault, mudslides, slopes, and gorge
22	182 09 001	13466 N. Fork Ln	D	7	1 to 2	A	SFD	-
23	182 09 044	13480 N. Fork Ln	D	9.8	2 to 4	A	SFD	-
24	182 10 034	13124 Byrd Ln	D	3	1 to 2	A	SFD	-
25	182 10 006	27501 Elena Rd	D	4.8	1 to 2	A	SFD	-
26	182 18 029	13400 Country Way	D	3.1	1 to 2	A	SFD	-
27	182 18 030	13430 Country Way	D	3.4	1 to 2	A	SFD	-
28	182 18 049	28525 Matadero Creek Ln	D	3.4	1 to 2	B	SFD	Average slope of lot >30%
29	182 18 050	28520 Matadero Creek Ln	D	3.5	1 to 2	B	SFD	Average slope of lot >30%
30	182 52 003	28120 Story Hill Ln	D	5.6	1 to 2	B	SFD	Average slope of lot is 40-45%
31	182 52 002	28130 Story Hill Ln	D	6.1	1 to 2	B	SFD	45% of lot has 60% slope, rest >25% slope
32	182 18 053	28505 Matadero Creek	D	3.8	1 to 2	A	SFD	-
33	182 18 54	28500 Matadero Creek Ln	D	4.4	1 to 2	A	SFD	-
34	182 18 044	28555 Matadero Creek Ln	D	5.2	1 to 2	A	SFD	-
35	182 18 043	28560 Matadero Creek Ln	D	4	1 to 2	A	SFD	-
36	182 10 057	28030 Natoma Rd	D	18.1	7 to 14	D, E	SFD	Landslide areas, Monta Vista Fault
37	182 11 029	12400 Melody Ln	D	3.7	1 to 2	A	SFD	-

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Units	Development Constraints	Existing Use	Constraint Comments
38	182 11 084	27861 Natoma Rd	D	3	1 to 2	F	SFD	Long and narrow lot
39	182 12 078	27860 Black Mountain Rd	D	3.2	1 to 2	A	SFD	-
40	182 42 011	27600 Via Cerro Gordo	D	3.4	1 to 2	A	SFD	-
41	182 42 042	12606 Page Mill Rd	D	3.3	1 to 2	A	SFD	-
42	182 52 017	28140 Story Hill Ln	D	6.5	1 to 2	B	SFD	65% of lot has 23.5% slope, rest 35.7%
43	182 27 001	12345 Page Mill Rd	D	10	1 to 2	B	SFD	Lot has an average slope of about 77%
44	182 26 046	12320 Page Mill Rd	D	3.04	1 to 2	A	SFD	-
45	182 26 045	27927 Briones Way	D	3.2	1 to 2	B-F	SFD	50% near 100% slope, rest 10%: Odd shape
46	182 26 052	27321 Altamont Rd	D	1.13	1 to 2	A	SFD	-
47	182 26 001	27241 Altamont Rd	D	6.6	2 to 4	A	SFD	-
48	182 20 062	27270 Natoma Rd	D	2.3	1 to 2	A	SFD	-
49	182 20 051	12833 La Vida Real	D	4.84	1 to 2	A	SFD	-
50	182 20 052	12821 La Vida Real	D	6.1	1 to 2	C	SFD	Purissima Creek Conservation Area
51	182 20 060	27500 La Vida Real	D	5.5	1 to 2	C	SFD	Purissima Creek Conservation Area
52	182 05 041	26437 Elena Rd	D	3.3	1 to 2	F	SFD	Steep and oddly shaped
53	182 05 038	26201 Elena Rd	D	6.7	2 to 4	B	SFD	Lot has an average slope of 25%

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Units	Development Constraints	Existing Use	Constraint Comments
54	182 13 031	26541 Taffee Rd	D	3.3	1 to 2	H	SFD	-
55	182 14 003	26498 Taffee Rd	D	4.9	1 to 2	B	SFD	50% of lot has >30% slope
56	182 14 030	26580 Taffee Rd	D	38.4	6 to 8	B	SFD	30% of lot has >30% slope
57	182 14 034	26790 Taffee Rd	D	5.6	1 to 2	B	SFD	Lot has an average slope fo 15.5%
58	182 29 043	27650 Central Drive	D	15.7	2 to 4	B, H	SFD	80% of lot has >35% slope, rest 16%
59	182 29 016	27800 Central Drive	D	5	1 to 2	B, F, H	SFD	80% of lot has >32% slope; two opposing slopes
60	182 29 063	Buena Vista Lots	V	9.7	3 to 6	B, F, H	-	Lot has an average slope of 39%:two opposing slopes
61	182 29 060	11641 Buena Vista Dr	D	10.2	1 to 2	B, H	SFD	Lot has an average slope of 32.2%
62	182 28 016	27961 Central Drive	D	3	1 to 2	B, F, H	SFD	Average slope of lot is 11.5%: odd slopes
63	182 28 006	11990 Page Mill Rd	V	3.2	2 to 4	H	-	
64	182 29 022	27490 Sherlock Rd	D	5.1	1 to 2	F, H	SFD	Property is oddly shaped: hole in center
65	182 30 044	27461 Sherlock Ct	D	4.4	1 to 2	B, H	SFD	70% of lot has 46.4% slope, rest is 31.03%
66	182 29 036	27168 Moody Ct	D	3.2	1 to 2	F, H	-SFD	Oddly shaped and with steep slopes over 1/2 of lot
67	182 29 020	27150 Moody Ct	D	3.4	1 to 2	H	SFD	-
68	182 30 027	27271 Moody Rd	D	3.3	1 to 2	B, H	SFD	Average slope of lot is 35.29%
69	182 30 023	27161 Moody Rd	D	3	1 to 2	B, H	SFD	Uniform steep slope 50%

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Units	Development Constraints	Existing Use	Constraint Comments
70	182 30 014	27260 Sherlock Rd	D	3.2	1 to 2	B, H	SFD	60% of lot has 30% slope, rest 18%
71	182 30 015	27070 Sherlock Rd	D	3.6	1 to 2	B, H	SFD	Average slope of lot is 32.5%
72	182 30 004	26950 Moody Ct	D	4.5	1 to 2	B, H	SFD	Average slope of lot is 57%
73	182 48 036	27431 Deer Springs Way	D	3.5	1 to 2	B, H	SFD	Uniform steep slope 50%
74	182 23 023	27369 Chaparral Way	D	3.3	1 to 2	H	SFD	-
75	182 25 004	26045 Moody Rd	D	4.4	1 to 2	B, H	SFD	45% of lot has 27% slope, rest 15%
76	182 23 039	26420 Eshner Ct	D	3.3	1 to 2	B, H	SFD	Average slope of lot is 10%
77	182 23 031	26285 Altamont Rd	D	12.9	1 to 2	C, H	SFD	Open space conservation easement north of lot
78	182 23 032	Altamont Road	V	9.6	1 to 2	B	-	65% of lot has 18.5% slope, rest 12%
79	182 16 048	12500 Corbetta Ln	D	4.7	1 to 2	G	SFD	Creek & oddly shaped
80	182 15 020	25750 Elena Rd	D	21.5	2 to 4	H	Orchard	Packard Foundation
81	182 25 021, 022, 023, 024	Blue Oaks Place	V	15.6	4 to 8	D	-	Recently Subdivided
82	182 25 014	26030 Altamont Rd	D	8	1 to 2	B, H	SFD	85% of lot has > 35% slope, rest 5%
83	182 25 019	26041 Moody Rd	D	9.6	1 to 2	B, H	SFD	70% of lot has >50% slope, rest 23%
84	182 25 012	26747 Tanglewood Ln	D	3.9	1 to 2	B, H	SFD	Average slope of lot ranges from 35-50%
85	182 25 013	26789 Tanglewood Ln	D	4.2	1 to 2	B, H	SFD	Average slope of lot ranges from 33-50%

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Units	Development Constraints	Existing Use	Constraint Comments
86	182 25 010	26750 Tanglewood Ln	D	3.1	1 to 2	B, H	SFD	80% of lot has >38% slope, rest 10%
87	182 24 002	26100 Moody Rd	D	6.1	1 to 2	B, H	SFD	80% of lot has >40% slope, rest 20%
88	351 37 012	26220 Moody Rd	D	44.4	1 to 2	B, H	SFD	Adobe Creek, 90% of lot>60% slope
89	351 03 018	11888 Francemont Rd	D	21.3	1 to 2	B, H	SFD	Ave. slope =55%; odd shape lot
90	351 03 016	11800 Francemont Rd	D	3.2	1 to 2	F, H	SFD	Adobe Creek
91	336 31 019	12001 Rhus Ridge Rd	D	5.3	1 to 2	B, H	SFD	60% lot has 63% slope; rest is 16%
92	336 32 084	25400 La Loma Dr	D	4.5	1 to 2	H	SFD	-
93	336 32 083	25398 La Loma Dr	D	3.1	1 to 2	H	SFD	-
94	336 27 003	24840 Prospect Ave	D	17.1	2 to 4	B, H	SFD	50% of lot > 38% slope; 2 summits
95	336 27 012	12012 Emerald Hill Ln	D	3	1 to 2	B, H	SFD	Ave. slope =38%
96	336 27 005	24680 Prospect Ave	D	3.8	1 to 2	B, H	SFD	Ave. slope =23%
97	336 25 022	24008 Oak Knoll Cir	D	3.8	1 to 2	B, H	-	Ave. slope =23%
98	336 34 018	28120 Laura Ct	V	3.9	1 to 2	B, H	-	Ave. slope =26%
99	336 26 030	12260 Kate Dr	D	9.6	1 to 2	H	SFD	-
100	336 25 025	24020 Oak Knoll Cir	D	3.5	1 to 2	B, H	SFD	90% of lot =38% slope; 10% is 25%
101	336 41 026	24301 Elise Ct	D	3	1 to 2	F, H	SFD	Ravine runs through lot

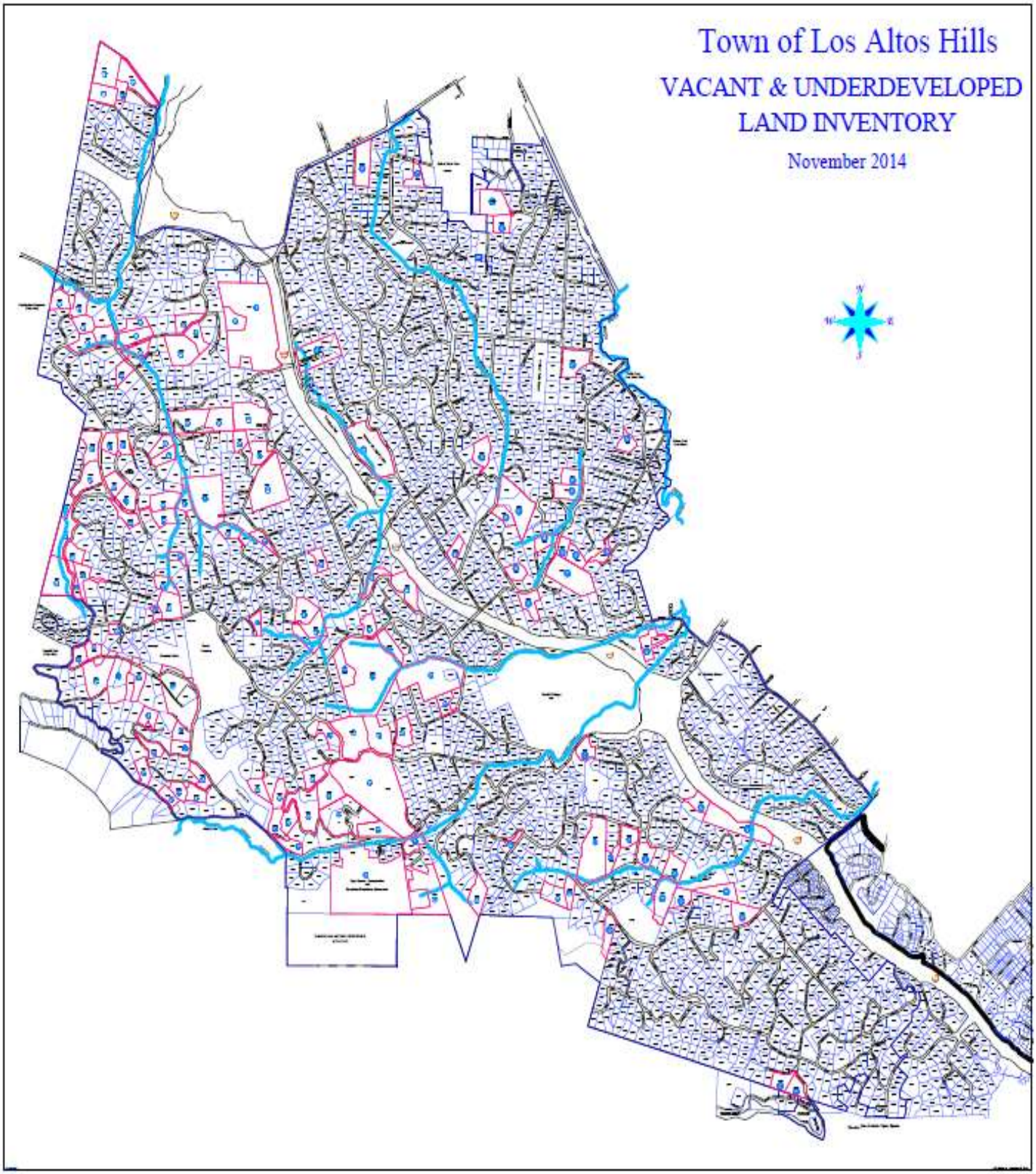
Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Units	Development Constraints	Existing Use	Constraint Comments
102	182 03 038	13115 Maple Leaf Ct.	D	10.6	3 to 6	E	Stables	-
103	182 10 041	28210 Natoma Rd	D	17.3	5 to 10	E, G	Convent	Poor Clares Convent
104	336 37 010	Encinal Court	V	3.5	1 to 2	B, H	-	Steep slopes
105	336 37 011	23219 Ravensbury Ave	D	3.1	1 to 2	H	SFD	-
106	336 42 027, 028, 029	Magdalena Road	V	12.5	3 to 6	D	-	Recently Subdivided
107	336 25 045	12131 Oak Park Ct	V	3.2	1 to 2	H	-	-
108	336 28 003	12355 Stonebrook Dr	D	3.8	1 to 2	H	SFD	-
109	182 19 049	27283 Ursula Lane	V	1.8	1 to 2	H	-	-
110	175 39 018	25295 Cantata Way	V	4.4	1 to 2	F, H	-	Odd shape lot
111	175 37 011	13190 Burke Rd	D	3.1	1 to 2	F, H	SFD	Odd shape and slope
112	175 37 038	12800 W Sunset Drive	D	4.3	1 to 2	B, H	SFD	60% of lot has slope of 36%, rest 22%
113	182 18 035	28600 Matadero Creek	D	3	1 to 2	F	SFD	Oddly shaped, Matadero Creek
114	175 27 039	12995 W Sunset Drive	D	3	1 to 2	B, H	SFD	Ave. slope=37%; Steep slope in center of lot
115	175 37 033	12940 Atherton Ct	D	3.3	1 to 2	B, F, H	SFD	Odd shape and slope; creek runs through lot
116	175 48 055	12870 Robleda Rd	D	4.5	1 to 2	B, H	SFD	55% of lot has 26.4%; creek runs through lot
117	175 46 002	13171 S Alta Lane	D	3.3	1 to 2	B, H	SFD	50% of lot has 27% slope

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Units	Development Constraints	Existing Use	Constraint Comments
118	175 47 003	26481 Purissima Rd	D	3.1	1 to 2	A	SFD	-
119	175 46 014	13310 La Paloma Rd	D	3.6	1 to 2	B	SFD	30% of lot has 37% slope, rest is under 30%
120	175 36 032	13310 La Paloma Rd	D	11.5	2 to 4	A	SFD	Existing 27,000 sq. ft. building on site
121	182 19 054	27800 Edgerton Rd	D	3.5	1 to 2	F	SFD	Oddly shaped, Matadero Creek
122	175 45 066	25855 Westwind Way	D	4.8	1 to 2	A	SFD	-
123	175 36 042	13445 Robleda Rd	D	5	1 to 2	H	SFD	-
124	175 36 036	13441 Robleda Rd	D	3.6	1 to 2	H	SFD	-
125	175 25 020	13850 Templeton Pl	D	3.1	1 to 2	H	SFD	-
126	182 15 020	25750 Elena Rd	D	7.9	1 to 2	H	SFD	-
127	182 28 045	12501 Zappettini Ct	V	1.2	1 to 2	A	-	
128	175 43 035	27641 Purissima Rd	D	12	6 to 12	D, F	SFD	Recently Subdivided
129	175 32 001	26790 Arastradero Rd	D	9.2	2	G	SFD	Beth-Am Synagogue employee housing
130	175 32 059	27060 Old Trace Rd	D	3.2	1 to 2	A	SFD	-
131	175 03 047	26026 Scarff Way	D	10.5	3 to 6	A	SFD	-
132	175 21 102	26228 Scarff Way	D	3.5	1 to 2	H	SFD	-
133	336 30 058	25099 La Loma Dr	V	1	1 to 2	B, E, F	-	Very steep slope, narrow lot

Map Code	APN	Address	Vacant (V) Or Developed (D)	Approximate Area in Acres	Development Potential in Number of Units	Development Constraints	Existing Use	Constraint Comments
134	175 37 037	12950 Robleda Pl	D	12	2 to 4	B	SFD	-
	Potential Units Available	**-**	**-**	**-**	**185 to 356**	**-**	**-**	**-**

General Plan and Zoning Designation: All properties have a General Plan and Zoning Designation of R-A (Residential Agricultural)

Key to Development Constraints	
A.	No known significant constraints.
B.	Steep topography.
C.	Existence of easements restricting development (scenic, drainage, access, etc.).
D.	Parcel recently subdivided or subdivision pending.
E.	Geological (landslides, fault zones, etc.)
F.	Irregular lot size and shape and/or unusual property features (creeks, tree cover, etc.)
G.	Religious institution.
H.	Limited sewer capacity-Los Altos sewer basin
I.	Other


Town of Los Altos Hills
VACANT & UNDERDEVELOPED
LAND INVENTORY
November 2014

APPENDIX G

NEW RESIDENTIAL DWELLING UNIT CONSTRUCTION BY YEAR 2007-2014

Building Permit Finals	2007	2008	2009	2010	2011	2012	2013	2014	Totals
New Single-Family Residences	5	4	5	7	4	6	10	6	47
Second Dwelling Units	5	3	4	4	7	5	6	6	40

APPENDIX H
ESTIMATED FEES FOR HOUSING CONSTRUCTION IN 2014

Item	Cost for Single Family Home (4 bedroom, 5,000 sq. ft. house with 400 sq. ft. garage)	Cost for Secondary Dwelling Unit (1,000 sq. ft.)
Building Permit	$ 12,912	$ 2,767
Schools Fees	$ 14,850 ($2.97 per sq. ft., Set by Palo Alto or Los Altos School Districts)	$ 2,970
Planning Fees (Fast Track or Planning Commission)	$ 4,625	$ 885
Pathway In-Lieu Fee (Varies- $53 per linear ft. based on average width of lot)	$ 5,700 (Estimate based on 1 acre parcel with average lot width of 150')	N/A
Energy Fee	1.65 x (.15 x building permit fee) $1,500 (15% of building permit fee for habitable portion of the structure)	$ 3,196
Sewer Connection	$ 7,950 + (depending on number of fixtures)	$ 7,950 (not charged if there is an existing sewer connection and the total number of fixtures is 60 or less)
Planned Drainage Facilities:	$ 4,050 (varies, $0.96 per sq. ft. of development being added)	$ 810 (varies, $0.90 per sq. ft. of impervious surface)
Housing Fee (not for 2nd units)	$ 1,150.00	N/A
Total:	**$ 44,255 (estimate)**	**$ 7,098 to $ 15,048 (estimate)**

As a means of assessing the cost that fees contribute to development in Los Altos Hills, the Town has calculated the total Planning, Building, Public Works and Non-Town Agency Fees associated with development of two different residential prototypes. The fee for the first prototype is based on construction of a four bedroom, 5,000 sq. ft. house with 400 sq.ft. garage. The second prototype consists of a 1,000 sq. ft. secondary dwelling unit. For both prototypes, fees include building permits, Building and Planning Department plan check fees, sewer and drainage fees, school impact fees, and energy fees. Single-family residences also pay a housing fee, which has been waived for second units since 2004, and a pathway in-lieu fee. In total, development fees for a single-family home average approximately $44,000, representing less than two percent of current home prices in the community. While fees on second units are approximately one-third to one-sixth of that for a single-family home, they could potentially serve as a disincentive for a homeowner to add a second unit. As the sewer connection and building permit fees represent the highest fees charged on second units, a program has been added to the Housing Element to develop criteria for reducing these two fees as a means of better facilitating second units.