

NOTICE OF PREPARATION
of an
ENVIRONMENTAL IMPACT REPORT
for the
LOS ALTOS COMMUNITY CENTER MASTER PLAN

Los Altos, California
March 2009

PROJECT APPLICANT: City of Los Altos

FILE NO:

APN: 170-42-029 and 170-43-001

As the Lead Agency, the City of Los Altos will prepare an Environmental Impact Report for the above-referenced project and would like your views regarding the scope and content of the environmental information to be addressed in the EIR. This EIR may be used by your agency when considering approvals for this project.

The project description, location, and a brief summary of the environmental effects that could result from the proposed project are attached.

According to State law, the deadline for your response is 30 days after receipt of this notice; however, we would appreciate an earlier response, if possible. Please identify a contact person, and send your response to:

City of Los Altos
Community Development Department
Attention: Zachary Dahl
One North San Antonio Road
Los Altos, CA 94022

James Walgren, Community Development Director

Date

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A. INTRODUCTION

The purpose of an Environmental Impact Report (EIR) is to inform decision makers and the general public of the environmental effects of a proposed project. The EIR process takes place prior to the approval of a project. The EIR process is intended to provide information sufficient to evaluate a proposed project's potential to result in a significant impact on the physical environment, to establish methods for reducing adverse environmental impacts, and to consider alternatives to a project.

The EIR for the proposed Los Altos Community Center Master Plan project will be prepared and processed in accordance with the California Environmental Quality Act (CEQA) of 1970, as amended. In accordance with the requirements of CEQA, the EIR will include:

- A summary of the EIR;
- A project description;
- A description of the existing environmental setting, environmental impacts, and mitigation;
- Alternatives to the project as proposed that would reduce or avoid environmental impacts;
- Environmental consequences, including: (a) any significant environmental effects which cannot be avoided if the project is implemented; (b) any significant irreversible and irretrievable commitments of resources; (c) the growth-inducing impacts of the proposed project; (d) effects found not to be significant; and (e) cumulative impacts.

B. PROJECT LOCATION

The approximately 18-acre project site is located west of North San Antonio Road generally between Angela Drive and Hillview Avenue in the City of Los Altos, and includes Assessor Parcel Numbers 170-42-029 and 170-43-001. Regional and vicinity maps of the project site are shown on Figures 1 and 2, respectively.

C. DESCRIPTION OF THE PROJECT

The existing project site is currently developed with the following community center uses:

- City Hall
- Police Station
- Library
- History House and Museum
- Nuetra House
- Bus Barn Theater

- Hillview Community Center
- Sport Fields (i.e., Soccer and Baseball Fields)
- Apricot Orchard

Many of the existing buildings on the project site were constructed in the 1950s and 1960s and are in need of repair, upgrade, and/or replacement. In order to address these issues and provide for the future needs of the community, the City, with input from the community, prepared the Los Altos Community Center Master Plan (Master Plan). Under the proposed Master Plan, the project site would be redeveloped with the following community uses:

- City Hall (19,880 square feet)
- Police Station (18,815 square feet)
- Community Center (55,600 square feet)
- Library (47,866 square feet)
- Swim Center (39,860 square feet)
- Sport Fields (i.e., Soccer and Baseball Fields)
- Children's Play Area
- Bocce Ball Courts
- Apricot Orchard

Except for the History House and Museum and the Nuetra House, all of the existing buildings would be demolished and removed during the planned redevelopment of the site. Although the proposed City Hall and Police Department buildings would be larger in size than the existing structures currently on the project site, the number of City Hall and/or Police Department employees would not increase as a result of the proposed project. The proposed project also includes improvements to the Edith Avenue/San Antonio Road/Main Street intersection, which is located on the western boundary of the project site.

D. ENVIRONMENTAL EFFECTS OF THE PROJECT

The EIR will describe the existing environmental conditions on the project site and will identify the significant environmental impacts anticipated to result from development under the proposed Master Plan. Where potentially significant environmental impacts are identified, the EIR will discuss mitigation measures that would avoid or reduce significant impacts.

The analysis in the EIR will include the following specific categories of environmental impacts and concerns related to the proposed project. Additional subjects may be added at a later date, as new information becomes available.

1) *Traffic*

The traffic impact analysis prepared for the EIR will describe the traffic impacts of the proposed project. The impacts of the proposed development will be evaluated based on the guidelines of the City of Los Altos and the Santa Clara County Congestion Management Program (CMP). The study will determine the traffic impacts of the proposed project on key intersections in the vicinity of the project site. The operating levels of service (LOS) for the study intersections will be calculated for the existing, background, and project conditions. Mitigation and avoidance measures will be identified for any significant traffic impacts. In addition to the LOS analysis, a Traffic Infusion on

Residential Environments (TIRE) index will be completed for the project to evaluate the effects of increases in traffic on neighborhood streets. The adequacy of site access, on-site circulation, and parking will also be evaluated in the EIR, as well as the project's impacts to transit, pedestrian, and bicycle circulation. Mitigation measures will be identified for significant traffic impacts.

2) *Noise*

Based on a noise analysis prepared for the proposed Master Plan, the EIR will describe the noise impacts to and from the proposed project. The EIR will address the compatibility of the proposed uses with the project site's existing and future noise exposure, off-site impacts resulting from on-site noise sources, project-generated traffic noise impacts to sensitive receptors in the area, and temporary construction-related noise impacts. Mitigation and avoidance measures will be identified for significant noise impacts, as appropriate.

3) *Air Quality*

The EIR will describe the existing air quality conditions in the project area and the region and will evaluate the air quality impacts of the proposed project, including short-term construction air quality impacts. The Bay Area Air Quality Management District (BAAQMD) does not require projects generating less than 2,000 total daily trips to prepare a detailed air quality analysis. If it is determined that the Master Plan will generate an additional 2,000 trips per day, an air quality analysis will be prepared. Mitigation and avoidance measures will be identified for significant air quality impacts, as appropriate.

4) *Cultural Resources*

The EIR will describe all known existing cultural resources on and adjacent to the site and the potential for archaeological resources to be uncovered during project construction, based on a cultural resources study prepared for the project site. The project does not propose to remove the existing potentially historic structures on the site. The EIR will address possible short-term and/or long-term impacts to cultural resources on-site. Mitigation and avoidance measures will be identified for significant cultural resource impacts, as appropriate.

5) *Land Use*

The EIR will describe the existing land uses on the project site and in the project area and the site's current General Plan and zoning designations. The EIR will describe the land uses proposed by the project and identify potential land use compatibility impacts resulting from implementation of the project. The EIR will describe the project's consistency with adopted plans and policies. Mitigation measures will be described for significant land use impacts.

6) *Aesthetics*

The EIR will describe the existing visual setting of the project area and will evaluate the aesthetic impacts of the proposed project. Photosimulations of the proposed project will be prepared to illustrate the visual change resulting from the project. Mitigation measures will be identified for significant aesthetic impacts, as appropriate.

7) *Hydrology and Water Quality*

The EIR will describe the change in site drainage and hydrological conditions resulting from the project, including the potential for the project to result in an increase in stormwater runoff and flooding. As required by the Regional Water Quality Control Board, mitigation for water quality impacts associated with increased impervious surfaces, new development, and construction will be identified.

8) *Biological Resources*

The project site is within a very developed area of Los Altos. Animal species expected on the site would be those that are tolerant of urban development and able to adapt well to the alteration of habitat by humans. There are, however, numerous mature trees on the project. The EIR will address the impacts of the proposed project on any significant trees and the habitat provided by the trees, based upon a tree survey completed for the project site. Mitigation and avoidance measures for impacts to trees resulting from the project will be discussed in the EIR.

9) *Hazardous Materials*

The EIR will address any existing hazards or hazardous materials conditions on and adjacent to the site, including the historic use of the project site for agricultural production. Mitigation and avoidance measures will be identified for significant hazardous materials impacts, as appropriate.

10) *Cumulative Impacts*

Per the CEQA Guidelines, the EIR will address the impacts of implementing the proposed project in combination with past, present, and reasonably foreseeable future projects. Mitigation and/or avoidance measures will be identified for significant cumulative impacts, as appropriate.

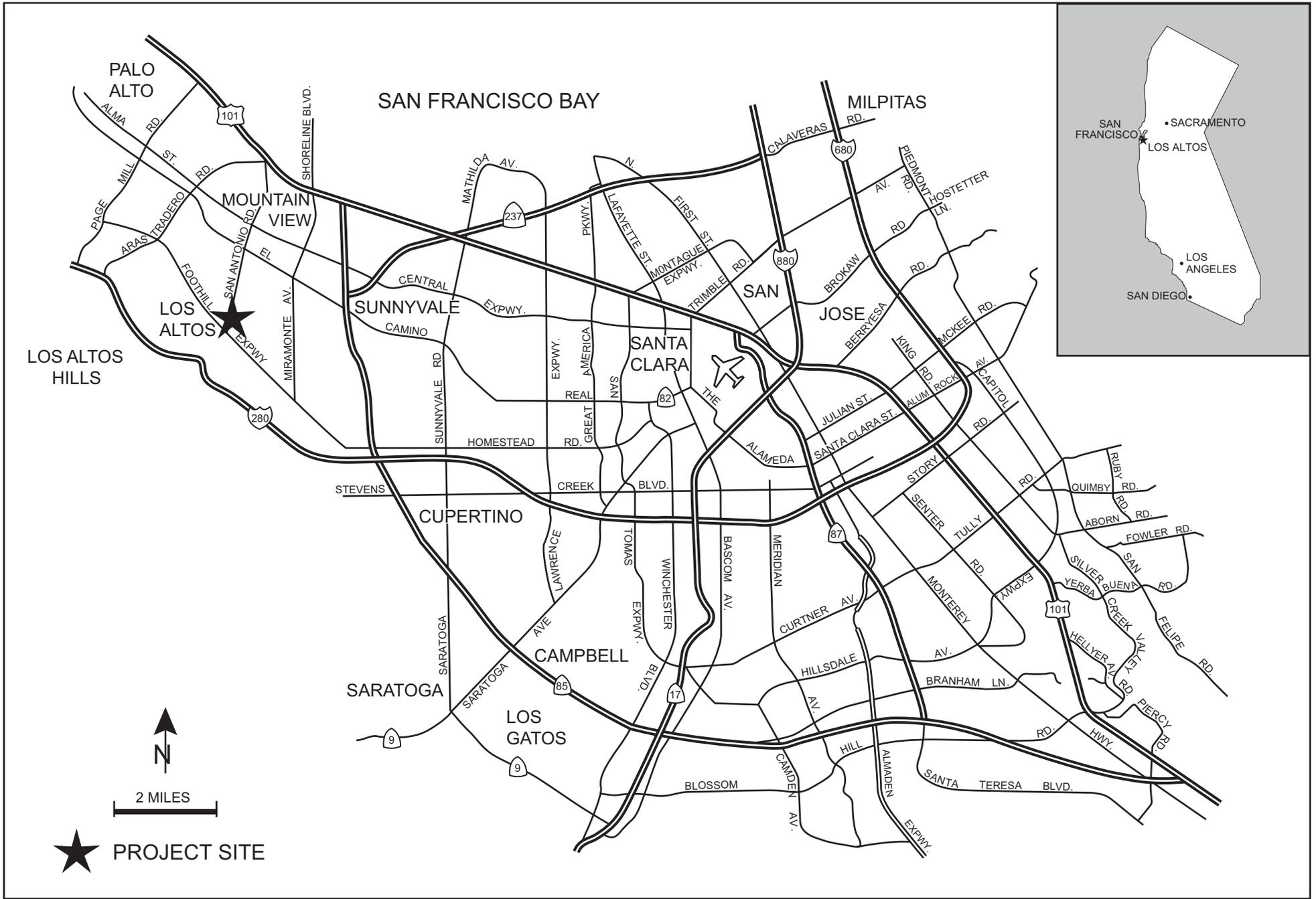
11) *Alternatives*

Based on the results of the environmental analysis, the EIR will evaluate possible alternatives to the proposed project. The alternatives discussion will focus on those alternatives that could feasibly accomplish most of the basic purposes of the project and could avoid or substantially lessen one or more of the significant effects of the project. As required by CEQA, the No Project Alternative will be evaluated in the EIR.

12) *Other Required Sections*

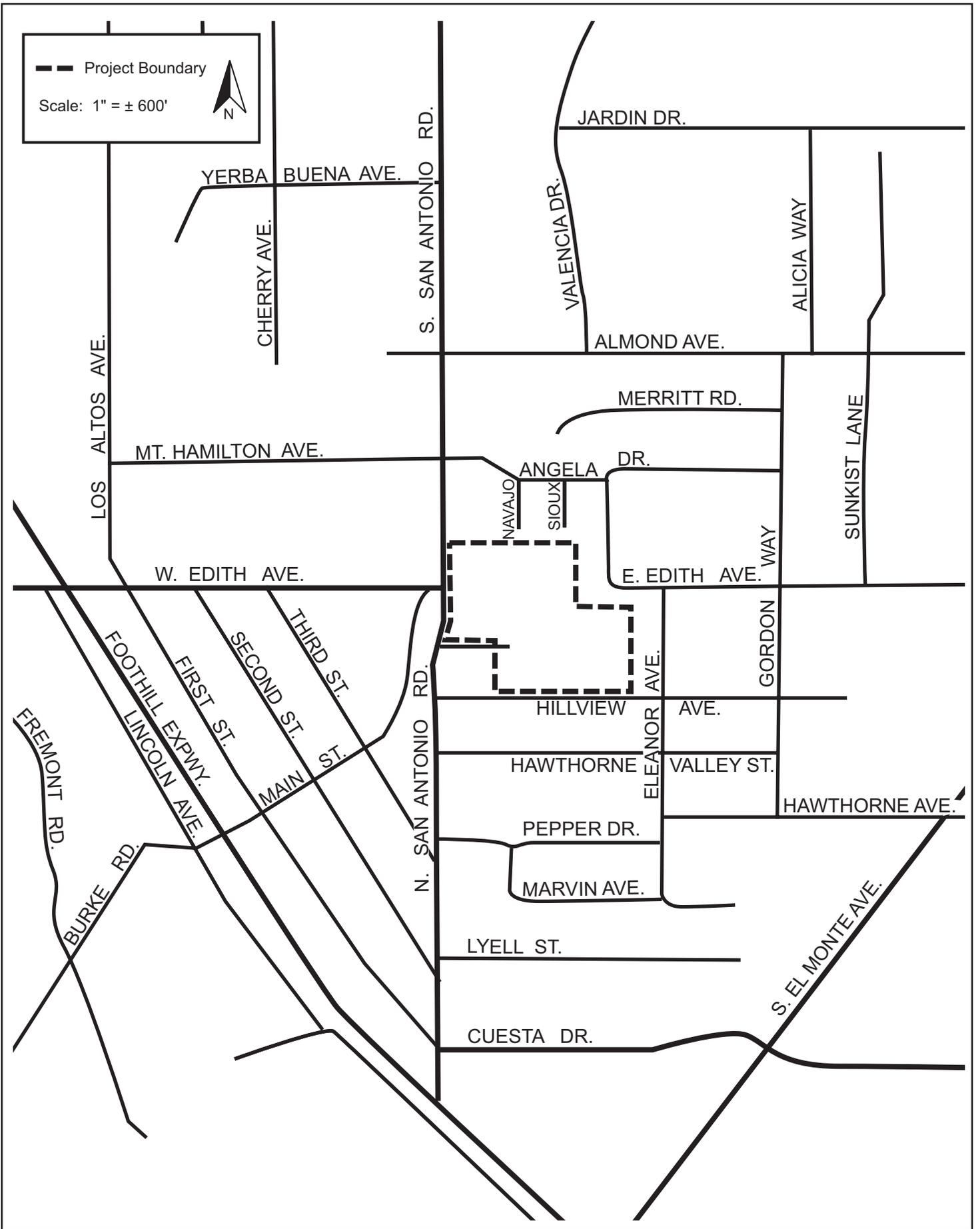
The above discussions highlight the major issues to be addressed in the proposed EIR. The EIR will also address other information typically required for an EIR. These other sections include the following:

- Significant Unavoidable Impacts;
- Growth Inducing Impacts;
- Significant Irreversible Environmental Changes
- EIR References & Organizations & Persons Consulted; and
- List of EIR Preparers.



REGIONAL MAP

FIGURE 1



VICINITY MAP

FIGURE 2



SANTA CLARA
Valley Transportation Authority

FAX COVER SHEET

Please deliver fax to:

Zachary Dahl	City of Los Altos	Phone	Fax
			(650) 947-2733

Subject: Development Review

Total pages including cover: 3

Original _____ will x will not follow by mail.

From: Roy Molseed
 Santa Clara Valley Transportation Authority
 Environmental Planning
 3331 North First Street, Bldg. B
 San Jose, CA 95134-1906

OFFICE PHONE (408) 321-5789

OFFICE FAX (408) 321-5787

Memo:

If you do not receive all the pages indicated above, or have any problems with this transmittal, please call (408) 321-5789.



May 15, 2009

City of Los Altos
Community Development Department
One North San Antonio Road
Los Altos, CA 94022

Attention: Zachary Dahl

Subject: Los Altos Community Center Master Plan

Dear Mr. Dahl:

Santa Clara Valley Transportation Authority (VTA) staff have reviewed the NOP for a Draft EIR for redevelopment of the community center located north of Hillview Drive, west of San Antonio Road. We have the following comments.

Transportation Analysis

VTA is pleased to see that the proposed project will include improvements to the Edith Avenue/San Antonio Road/Main Street intersection on the western boundary of the of the project site, and that a Traffic Infusion on Residential Environments (TIRE) analysis to evaluate the effects of increases in traffic on neighborhood streets will be completed. VTA requests that the City of Los Altos coordinate with VTA to use input data from the VTA county travel demand model in the transportation analysis for the EIR.

VTA's Congestion Management Program (CMP) requires a Transportation Impact Analysis for any project that is expected to generate 100 or more new peak-hour trips. Based on the information provided on the size of the project, a TIA may be required. VTA's Transportation Impact Analysis Guidelines should be used when preparing the TIA. These guidelines include the analysis of bicycle facilities, parking, site circulation and pedestrian access, as well as roadways. For more information on VTA TIA-related guidelines, please contact Shanthi Ganji of the CMP at (408) 952-4224.

Transit Service & Pedestrian Access to Transit

VTA local bus Route 40 serves the project site with two stops within a short walk along San Antonio Road. This route provides important transit connections between portions of Los Altos, Foothill College in Los Altos Hills and the City of Mountain View. The EIR should address the role of transit in providing access to the site, as well as the project's impacts on the transit system.

City of Los Altos
May 15, 2009
Page 2

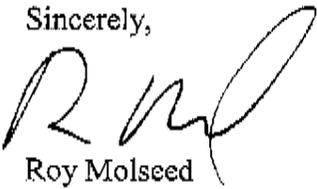
Maintaining and enhancing pedestrian connectivity from neighborhoods is important to supporting transit use and promoting walking and bicycling to the project site. Encouraging use of these alternative transportation modes is an important way of reducing the number of automobile trips generated by the project and their associated negative impacts on air quality, congestion, and energy use. VTA requests that the EIR address pedestrian connectivity at the Edith Avenue/San Antonio Road/Main Street intersection, as well as at other connections to the surrounding neighborhoods.

Bicycle Parking

The EIR should address bicycle parking for Community Center employees and other users. VTA supports bicycling as an important transportation mode and thus recommends inclusion of conveniently located bicycle parking for the project. Bicycle parking facilities can include bicycle lockers for long-term parking and bicycle racks for short-term parking. VTA's Bicycle Technical Guidelines provide guidance for estimating supply, siting and design for bicycle parking facilities. This document may be downloaded from www.vta.org/news/vtacmp/Bikes <<http://www.vta.org/news/vtacmp/Bikes>>. For more information on bicycle systems and parking, please contact Michelle DeRobertis, Development and Congestion Management Division, at (408) 321-5716.

Thank you for the opportunity to review this project. If you have any questions, please call me at (408) 321-5784.

Sincerely,



Roy Molseed
Senior Environmental Planner

RM:kh

cc: Samantha Swan, VTA

LA0901

DEPARTMENT OF TRANSPORTATION

P. O. BOX 23660
OAKLAND, CA 94623-0660
PHONE (510) 622-5491
FAX (510) 286-5559
TTY 711



*Flex your power!
Be energy efficient!*

May 18, 2009

SCL-GEN
SCL000202
SCH2009042080

Mr. Zachary Dahl
City of Los Altos
1 N. San Antonio Road
Los Altos, CA 94002

Dear Mr. Dahl:

Los Altos Community Center Master Plan – Notice of Preparation (NOP)

Thank you for including the California Department of Transportation (Department) in the environmental review process for the proposed project. We have reviewed the NOP and have the following comments to offer.

As lead agency, the City of Los Altos is responsible for all project mitigation, including any needed improvements to state highways. The project's fair share contribution, financing, scheduling, implementation responsibilities and lead agency monitoring should be fully discussed for all proposed mitigation measures. The project's traffic mitigation fees should be specifically identified in the environmental document. Any required roadway improvements should be completed prior to issuance of project occupancy permits. While an encroachment permit is only required when the project involves work in the State Right of Way (ROW), the Department will not issue an encroachment permit until our concerns are adequately addressed. Therefore, we strongly recommend that the lead agency ensure resolution of the Department's California Environmental Quality Act (CEQA) concerns prior to submittal of the encroachment permit application. Further comments will be provided during the encroachment permit process if required; see the end of this letter for more information regarding the encroachment permit process.

While the City of Los Altos conducts its traffic studies in accordance with guidelines, which conform to the local Congestion Management Program managed by the Santa Clara County Valley Transportation Authority, the Department's thresholds are primarily concerned with potential impacts to the State Highway System. We encourage the City of Los Altos to coordinate preparation of the study with our office to help sharpen the focus of your scope of work and answer any questions you may have. Please see the Departments' "Guide for the Preparation of Traffic Impact Studies" at the following website for more information:
<http://www.dot.ca.gov/hq/traffops/developserv/operationalsystems/reports/tisguide.pdf>

Mr. Zachary Dahl
May 18, 2009
Page 2

Specifically, a detailed Traffic Impact Analysis (TIA) should identify impacts to all affected state facilities with and without the proposed project. The TIA should include, but not be limited to the following:

1. Information on the project's traffic impacts in terms of trip generation, distribution, and assignment. The assumptions and methodologies used in compiling this information should be addressed.
2. Average Daily Traffic (ADT), AM and PM peak hour volumes on all significantly affected streets and highways, including crossroads and controlling intersections.
3. Schematic illustration of the traffic conditions for: 1) existing, 2) existing plus project, and 3) cumulative for the intersections in the project area.
4. Calculation of cumulative traffic volumes should consider all traffic-generating developments, both existing and future, that would affect the State Highway facilities being evaluated.
5. Mitigation measures should consider highway and non-highway improvements and services. Special attention should be given to the development of alternate solutions to circulation problems that do not rely on increased highway construction.
6. All mitigation measures proposed should be fully discussed, including financing, scheduling, implementation responsibilities, and lead agency monitoring.

We look forward to reviewing the TIA, *including* Technical Appendices and the environmental document for this project. Please send two copies to:

José L. Olveda
Office of Transit and Community Planning
Department of Transportation, District 4
P.O. Box 23660
Oakland, CA 94623-0660

Encroachment Permit

Work that encroaches onto the State ROW requires an encroachment permit that is issued by the Department. To apply, a completed encroachment permit application, environmental documentation, and five (5) sets of plans clearly indicating State ROW must be submitted to the address below. Traffic-related mitigation measures should be incorporated into the construction plans during the encroachment permit process.

Office of Permits
California DOT, District 4
P.O. Box 23660
Oakland, CA 94623-0660

See the website link below for more information.
<http://www.dot.ca.gov/hq/traffops/developserv/permits/>

Mr. Zachary Dahl
May 18, 2009
Page 3

Should you have any questions regarding this letter, please call José L. Olveda of my staff at (510) 286-5535.

Sincerely,



LISA CARBONI
District Branch Chief
Local Development – Intergovernmental Review

c: Scott Morgan (State Clearinghouse)