



City of Los Altos Tentative Council Agenda Calendar  
As of March 12, 2019

All items and dates are tentative and subject to change unless a specific date has been noticed for a legally required Public Hearing. Items may be added or removed from the shown date at any time and for any reason prior to the publication of the agenda eight days prior to the next Council meeting.

Date	Agenda Item (Date identified by Council)	Department
<b>March 26, 2019</b>	Closed session (Pending Litigation)	City Attorney
	Capital Improvement Program (Study Session)	Administrative Services
	425 First Street	Community Development
	831 Arroyo Road Parcel Map	Community Development
<b>April 9, 2019</b>	Housing Accountability Act / Density Bonus Law (Study Session)	City Attorney / Community Development
<b>April 23, 2019</b>	Master fees / cost recovery analysis	Recreation & Community Services
<b>May 7, 2019</b>	Joint meetings with Commissions (Complete Streets, Environmental, Parks and Recreation, Senior, Youth)	Administration
<b>May 14, 2019</b>	Budget / 10-yr Forecast (Study Session)	Administrative Services
<b>May 28, 2019</b>	Open Government Committee recommendations	Administration
	Blach Neighborhood Traffic	Engineering Services
<b>June 11, 2019</b>	Budget	Administrative Services
<b>June 25, 2019</b>		
<b>July 9, 2019</b>		
<b>August 13, 2019</b>		

<b>August 27, 2019</b>		
<b>September 3, 2019</b>	Commission interviews	Administration
<b>September 10, 2019</b>		
<b>September 24, 2019</b>		
<b>October 22, 2019</b>		
<b>November 5, 2019</b>	Joint meetings with Commissions (Design Review, Financial, Historical, Library, Planning, Public Arts)	Administration
<b>November 12, 2019</b>		
<b>November 26, 2019</b>		
<b>December 3, 2019</b>	Council reorganization	Administration
<b>December 10, 2019</b>		
<b>To be scheduled</b>	Parking regulations Healthy Cities Initiative  Gun control  2100 Woods Lane (Study Session with Planning Commission) Stevens Creek Trail request from Mountain View Housing Impact vs. Housing in-Lieu Discussion Code Clean-ups General Plan Update Understanding Traffic Impact fees Climate Action Plan update Union Negotiations – Teamsters (Closed Session)	Community Development  Recreation & Community Services  Administration/City Attorney  Community Development Public Works Community Development Community Development Community Development Community Development Community Development Administrative Services

Downtown Vision Implementation  
Safe Routes to Schools Update  
Workforce Housing  
Recycled Water Expansion (Study Session)

Community Development  
Engineering Services  
Community Development  
Engineering Services



## CITY COUNCIL CLOSED SESSION

**TUESDAY, MARCH 12, 2019 – 6:00 P.M.**

Redwood Conference Room

City Hall

1 North San Antonio Road, Los Altos, California

1. Public Employment: City Attorney Performance Review  
Pursuant to Government Code Section 54957
2. Public Employment: City Manager Performance Review  
Pursuant to Government Code Section 54957

### ADJOURNMENT

#### SPECIAL NOTICES TO THE PUBLIC

If you wish to provide written materials, please provide the City Clerk with **10 copies** of any document that you would like to submit to the City Council for the public record.

For other questions regarding the City Council meeting proceedings, please contact the City Clerk at (650) 947-2720.



## **REGULAR CITY COUNCIL MEETING**

**TUESDAY, MARCH 12, 2019 – 7:00 P.M.**

Community Meeting Chambers

Los Altos City Hall

1 North San Antonio Road, Los Altos, California

*Note:* Councilmember Bruins may participate via teleconference call from the Redwood Conference Room at Los Altos City Hall, 1 North San Antonio Road, Los Altos, California.

### **ESTABLISH QUORUM**

### **PLEDGE OF ALLEGIANCE**

Presented by Daisy Girl Scouts, Troop 61911

### **CLOSED SESSION ANNOUNCEMENT**

### **SPECIAL ITEM**

- A. Commission appointments: Appoint individuals to fill vacancies on the Senior, Parks and Recreation, Library and Complete Streets Commissions and the Los Altos – Los Altos Hills Joint Community Volunteer Service Awards Committee

### **SPECIAL PRESENTATION**

Mayoral Proclamation for American Red Cross Month

### **CHANGES TO THE ORDER OF THE AGENDA**

### **PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

Members of the audience may bring to the Council's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the City Clerk. Speakers are generally given two or three minutes, at the discretion of the Mayor. Please be advised that, by law, the City Council is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

### **CONSENT CALENDAR**

These items will be considered by one motion unless any member of the Council or audience wishes to remove an item for discussion. Any item removed from the Consent Calendar for discussion will be handled at the discretion of the Mayor.

1. Council Minutes: Approve the minutes of the February 26, 2019 regular meeting (S. Henricks)

Anita Enander  
Councilmember

Jan Pepper  
Vice Mayor

Lynette Lee Eng  
Mayor

Jeannie Bruins  
Councilmember

Neysa Fligor  
Councilmember

## STUDY SESSION

2. Community Center update: Receive an update on the status of the Los Altos Community Center

## DISCUSSION ITEMS

3. City Council 2019 Strategic Priorities: The City Council should review the attached draft document, amend it as necessary, and either adopt the list of Strategic Priorities or request additional changes (C. Jordan)

## PUBLIC HEARING

4. Consideration of Amendments to the City's Medical and Adult-Use Cannabis Regulations: Do not amend the City's Medical and Adult-Use Cannabis Regulations to impose stricter controls on the indoor cultivation of cannabis for personal use (E. Hassan)

## COUNCIL/STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

## ADJOURNMENT

### SPECIAL NOTICES TO THE PUBLIC

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or if you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City ADA Coordinator can be reached at (650) 947-2607 or by email: [ada@losaltosca.gov](mailto:ada@losaltosca.gov).

Agendas, Staff Reports and some associated documents for City Council items may be viewed on the Internet at <http://www.losaltosca.gov/citycouncil/meetings>. Council Meetings are televised live and rebroadcast on Cable Channel 26. On occasion the City Council may consider agenda items out of order.

If you wish to provide written materials, please provide the City Clerk with 10 copies of any document that you would like to submit to the City Council for the public record. Written comments may be submitted to the City Council at [council@losaltosca.gov](mailto:council@losaltosca.gov). To ensure that all members of the Council have a chance to consider all viewpoints, you are encouraged to submit written comments no later than 24 hours prior to the meeting.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, and that are distributed to a majority of the legislative body, will be available for public inspection at the Office of the City Clerk's Office, City of Los Altos, located at One North San Antonio Road, Los Altos, California at the same time that the public records are distributed or made available to the legislative body. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Council meeting may not be the final documents approved by the City Council. Contact the City Clerk at (650) 947-2720 for the final document.

If you challenge any planning or land use decision made at this meeting in court, you may be limited to raising only those issues you or someone else raised at the public hearing held at this meeting, or in written correspondence delivered to the City Council at, or prior to, the public hearing. Please take notice that the time within which to seek judicial review of any final administrative determination reached at this meeting is governed by Section 1094.6 of the California Code of Civil Procedure.



**SPECIAL ITEM**

**Agenda Item # A**

## **AGENDA REPORT SUMMARY**

**Meeting Date:** March 12, 2019

**Subject:** Commission appointments

**Prepared by:** Sarah Henricks, Deputy City Clerk

**Reviewed by:** Jon Maginot, City Clerk/Deputy City Manager

**Approved by:** Chris Jordan, City Manager

**Attachment(s):**

None

**Initiated by:**

City Council

**Previous Council Consideration:**

March 5, 2019

**Fiscal Impact:**

None

**Environmental Review:**

Not applicable

**Policy Question(s) for Council Consideration:**

- Which individuals does the Council wish to appoint to serve on the Senior, Parks and Recreation, Library and Complete Streets Commissions, and the Los Altos - Los Altos Hills Joint Community Volunteer Service Awards Committee?

**Summary:**

- Various individuals have applied for the various openings

**Staff Recommendation:**

Appoint individuals to fill 12 vacancies on the Senior, Parks and Recreation, Library and Complete Streets Commissions, and the Los Altos - Los Altos Hills Joint Community Volunteer Service Awards Committee



**Subject:** Commission appointments

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### **Purpose**

To fill vacancies on the Senior, Parks and Recreation, Library and Complete Streets Commissions, and the Los Altos - Los Altos Hills Joint Community Volunteer Service Awards Committee.

### **Background**

The City Council appoints individuals to serve on the various City Commissions and one Committee. With the exception of Senior and Youth Commissioners, members are appointed to four-year terms and may serve a total of two consecutive terms plus the fulfillment of an unexpired term should they be so appointed. Senior Commissioners may serve four, two-year terms. Youth Commissioners may serve two-year terms through the conclusion of their final year in high school.

### **Discussion/Analysis**

A total of 12 Commission vacancies currently exist. The City Clerk's office conducted a recruitment during February 2019 to fill 12 vacancies on the Senior Commission (2), Parks and Recreation Commission (3), Complete Streets Commission (1), Library Commission (2), and the Los Altos - Los Altos Hills Joint Community Volunteer Public Arts Commission (4).

### **Options**

- 1) Appoint individuals to serve on the various Commissions

**Advantages:** Fills the various position on the Commissions

**Disadvantages:** None identified

- 2) Direct staff to conduct a new recruitment for additional applicants

**Advantages:** Provides an opportunity for additional individuals to apply

**Disadvantages:** Delays the appointment of the Commissioners

### **Recommendation**

The staff recommends Option 1.





## PUBLIC CORRESPONDENCE

**Meeting Date:** March 12, 2019

**Subject:** Public comments on items not on the agenda

The following is public correspondence received by the City Clerk's Office after the posting of the original agenda. Individual contact information has been redacted for privacy. This may *not* be a comprehensive collection of the public correspondence, but staff makes its best effort to include all correspondence received to date.

To send correspondence to the City Council, please email [Council@LosAltosCA.gov](mailto:Council@LosAltosCA.gov).

Los Altos, CA 94024  
March 10, 2019

City Council Members  
Los Altos

Dear Ladies,

Saturday's Daily Post contained a frightening story of a beating and attempted rape on the Stevens Creek trail, and the apprehension of the perpetrator at his "home". The description of the man's living arrangement is a dire warning about what could happen to Los Altos with our new ADU laws.

The man lived in a house a block away from the attack. A few days later he got into an altercation with one of several women with whom he shared the house. Police were called and, noticing his resemblance to a police sketch from the Stevens Creek incident and the presence of a bite mark on his hand, arrested him.

The Post story says "he had been staying in a bunk bed with several short-term roommates for about a month..." "Several women staying at the Airbnb told police that they tried to avoid Adonis". "Adonis told police that he had a computer science background and was in Mountain View looking for a job in the tech industry".

Bunk bed? This commercial use of a house sounds worse than operating a hotel, because a hotel offers separate rooms. This is akin to offering submarine type sleeping quarters without military discipline. One thing is certain, the owner of the property doesn't live there.

What have we enabled with our ADU ordinance? Some real estate agent may run the numbers and figure out how many people, at what monthly rent, will make it profitable for an investor to buy a house, build an ADU with the Accessory Structure gimmick, rent two houses and let the City and the neighbors deal with the consequences.

I suggest you **immediately** amend the ADU ordinance to require the owner to live on site. Without that condition the creation of a rental situation as described, building an ADU with the express intent of renting, would probably be legally permanent once established. Subsequently imposing owner occupancy would likely be impossible, leaving a permanent nuisance.

Then rework the whole ADU ordinance into one comprehensible ordinance as other communities have done. The present two ordinances are not only difficult to navigate but constitute a stain on the integrity of our city.

Sincerely



J. Gerald Clements

cc Bruce Barton, Town Crier

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF  
THE CITY OF LOS ALTOS, HELD ON TUESDAY, FEBRUARY 26, 2019,  
BEGINNING AT 7:00 P.M. AT LOS ALTOS CITY HALL, 1 NORTH SAN  
ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

**ESTABLISH QUORUM**

PRESENT: Mayor Lee Eng, Vice Mayor Pepper, Councilmembers Bruins, Enander and Fligor

ABSENT: None

**PLEDGE OF ALLEGIANCE**

Brownie Girl Scouts, Troop 60762 led the Pledge of Allegiance to the flag.

**SPECIAL PRESENTATION**

1. Mayor Lee Eng presented a proclamation to Coupa Café and T4, celebrating the new business' openings in Los Altos.

**CLOSED SESSION ANNOUNCEMENT**

1. Threat to Public Services of Facilities – Community Meeting Chambers  
Pursuant to Government Code Section 54957(a)  
Security consultation with Los Altos Police Department Representatives Captain Scott McCrossin and Captain Katie Krauss
2. Public Employment: City Attorney Performance Review – Redwood Conference Room  
Pursuant to Government Code Section 54957

Mayor Lee Eng announced that no action was taken during the closed session.

**CHANGES TO THE ORDER OF THE AGENDA**

There were no changes to the order of the agenda.

**PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

The following Los Altos residents provided public comment: Marianne Hawkes, Myra Orta, Howard Loo, Fred Haubensak, Nelvin Gee, Caroline Bedard, Pierre Bedard and Kelly Hawkes.

**CONSENT CALENDAR**

Councilmember Enander pulled items 2 and 5.

Councilmember Bruins pulled item 4.

Councilmember Fligor pulled item 3.

Upon a motion by Councilmember Enander, seconded by Vice Mayor Pepper, the Council unanimously approved the remaining items of the Consent Calendar, as follows:

1. Council Minutes: Approved the minutes of the February 12, 2019 regular meeting.
2. Contract Amendment: Windimer Drive Storm Drain Ditch, Project CD-01012: Approve additional contingency funds not to exceed \$33,000 and authorize the City Manager to execute an amendment in the amount of \$6,000 to the contract with Cal Engineering & Geology, Inc. for design services (A. Trese) – *pulled for discussion (see below)*
3. Quarterly Investment Portfolio Report – Quarter Ended December 31, 2018: Receive the Investment Portfolio Report through December 31, 2018 (S. Etman) – *pulled for discussion (see below)*
4. Letter to VTA requesting consideration of enhanced services for Los Altos school-aged children: Authorize the Mayor to send a letter to the Santa Clara Valley Transportation Authority requesting consideration of enhanced services for Los Altos school-aged children (A. Fairman) – *pulled for discussion (see below)*
5. Revision to Council Norms and Procedures: Adopt the revision to the City Council Norms and Procedures regarding how the discipline or removal of a Commissioner from a Commission gets placed on a City Council agenda (J. Maginot) – *pulled for discussion (see page 3)*

#### **ITEMS PULLED FOR DISCUSSION**

2. Contract Amendment: Windimer Drive Storm Drain Ditch, Project CD-01012: Approve additional contingency funds not to exceed \$33,000 and authorize the City Manager to execute an amendment in the amount of \$6,000 to the contract with Cal Engineering & Geology, Inc. for design services (A. Trese)

Action: Upon a motion by Councilmember Enander, seconded by Councilmember Bruins, the Council unanimously approved additional contingency funds not to exceed \$33,000 and authorized the City Manager to execute an amendment in the amount of \$6,000 to the contract with Cal Engineering & Geology, Inc. for design services.

3. Quarterly Investment Portfolio Report – Quarter Ended December 31, 2018: Receive the Investment Portfolio Report through December 31, 2018 (S. Etman)

Action: Upon a motion by Councilmember Fligor, seconded by Councilmember Enander, the Council unanimously received the Investment Portfolio Report through December 31, 2018.

Direction: For future reports, when Commissions receive an item and provide a recommendation or direction on that item, the Council would like the staff report to specifically describe the recommendation or direction provided by the Commission in the staff report.

4. Letter to VTA requesting consideration of enhanced services for Los Altos school-aged children: Authorize the Mayor to send a letter to the Santa Clara Valley Transportation Authority requesting consideration of enhanced services for Los Altos school-aged children (A. Fairman)

Public Comment: Los Altos residents Nanette Jackson and Stacy Banerjee provided public comment.

Action: Upon a motion by Councilmember Enander, seconded by Councilmember Fligor, the Council unanimously authorized the Mayor to send a letter, as amended, to the Santa Clara Valley Transportation Authority requesting consideration of enhanced services for Los Altos school-aged children.

5. Revision to Council Norms and Procedures: Adopt the revision to the City Council Norms and Procedures regarding how the discipline or removal of a Commissioner from a Commission gets placed on a City Council agenda (J. Maginot)

Councilmember Enander provided a statement to clarify how this item was placed on the agenda and added that the subsequent conversation should be incorporated into a comprehensive update to the Council Norms and Procedures.

Public Comment: Los Altos resident Howard Loo provided public comment.

Councilmember Enander and Mayor Lee Eng expressed concerns about requiring three Councilmembers to add the discussion of discipline or removal of a Commissioner to a City Council agenda.

Action: Upon a motion by Councilmember Bruins, seconded by Councilmember Fligor, the Council adopted the revision to the City Council Norms and Procedures, as amended, regarding how the discipline or removal of a Commissioner from a Commission gets placed on a City Council agenda by the following vote: AYES: Pepper, Bruins, Fligor; NOES: Enander, Lee Eng; ABSTAIN: None; ABSENT: None.

Direction: The Council directed the Open Government Committee to examine how the Council may dismiss or discipline a Commissioner, including the criteria for such an action.

## **DISCUSSION ITEM**

6. Resolution No. 2019-05: Approving Fiscal-year 2018/19 Mid-year Financial Update, budget adjustments, and updated Salary Schedule: Adopt Resolution No. 2019-05, approving the Fiscal-year 2018/19 Mid-year Financial Update, budget adjustments, and updated Salary Schedule, including assignment of fund balance as outlined (S. Etman)

Administrative Services Director Etman presented the report.

Public Comment: Los Altos resident Roberta Phillips provided public comment.

Action: Upon a motion by Vice Mayor Pepper, seconded by Councilmember Bruins, the Council unanimously adopted Resolution No. 2019-05, approving the Fiscal year 2018/19 Mid-year Financial Update, budget adjustments, and updated Salary Schedule, including assignment of fund balance as outlined.

Direction: The Council directed staff to include a redline copy of updated Salary Schedules moving forward to help highlight the fiscal impact.

*Mayor Lee Eng recessed the meeting. Mayor Lee Eng resumed the meeting at 9:13 p.m.*

7. North County Library Authority Library Redevelopment Task Force update: Receive an update from the North County Library Authority Library Redevelopment Task Force and provide direction as needed (J. Maginot)

NCLA Task Force Chair Cindy Hill and Santa Clara County Community Librarian Marlene Iwamoto presented the report.

Public Comment: Los Altos residents Eric Steinle, Darwin Poulos, Steve Katz, Nancy Tucker, and Roberta Phillips, and Los Altos Hills residents Courtenay Corrigan and David Struthers provided public comment.

Action: Upon a motion by Vice Mayor Pepper, seconded by Councilmember Bruins, the Council unanimously supported the NCLA continuing to explore the potential redevelopment of the library and provided direction on certain elements they would like to see included in that exploration.

8. Story Pole Exception Request for new development at 385-389 First Street: Per the findings specified in Resolution No. 2019-06, staff recommends approval of this request (Z. Dahl)

Planning Services Manager Dahl introduced the item. Applicant Jeff Potts presented the report.

Public Comment: Los Altos resident Teresa Morris provided public comment.

Action: Upon a motion by Councilmember Enander, seconded by Vice Mayor Pepper, the Council unanimously approved the Story Pole Exception request per the findings specified in Resolution No. 2019-06, with additional requirements with respect to the building corners, which include clear markers designating the locations of the corners of the proposed building.

Direction: The Council directed staff to explore whether a parking mitigation plan is necessary and to work with the applicant if needed.

9. City Council 2019 Strategic Priorities: The City Council should review the attached draft document, amend it as necessary, and either adopt the list of Strategic Priorities or request additional changes (C. Jordan)

Action: Upon a motion by Councilmember Enander, seconded by Councilmember Bruins, the Council unanimously determined to accept public comment on item 9, but to continue the item to the March 12, 2019 meeting.

Public Comment: Los Altos residents Teresa Morris, Huascar Castro, Sue Russell, Al Rooney, Kate Disney, Mike Ellerin, Lili Nagini, Phan Truong, Freddie Wheeler, Fred Haubensak, Pierre Bedard, Roberta Phillips, Eric Steinle, Michele Coldiron, and Jim Jolly.

## **COUNCIL/STAFF REPORT AND DIRECTIONS ON FUTURE AGENDA ITEMS**

City Manager Jordan informed the Council that the Community Center 100% design drawings are due to the City this week, which are the drawings that will be used for building permits; a status report will be delivered to the Council at the March 12, 2019 meeting, which will include a timeline, mapping the current programming to the new Community Center, and list of bid alternates.

Councilmember Enander reported that she attended the Legislative Affairs Committee meeting for the Santa Clara County Cities Association, and she reminded the group that February 27, 2019 is the first meeting of the Santa Clara / Santa Cruz Counties Airport Roundtable.

Vice Mayor Pepper reported that she attended the NCLA meeting on February 25, 2019.

Councilmember Fligor reported that she attended the Grand Boulevard Initiative Task Force, State of the County Address by Supervisor Simitian, NCLA, and Silicon Valley Leadership Group Housing 101 meetings.

Councilmember Bruins reported that she attended MTC and SVCE meetings, an SVCE Clean Energy Workshop, the Cities Association Legislative Action Committee, Cities Association and SR85 Policy Advisory Board meetings and the 2019 State of the Valley Conference.

Mayor Lee Eng reported that she attended State of the Valley Conference, Homestead Safe Routes to Schools, VTA PAC, and Cities Association meetings.

## **ADJOURNMENT**

Mayor Lee Eng adjourned the meeting at 11:54 p.m.

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Lynette Lee Eng, MAYOR

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Jon Maginot, CMC, CITY CLERK



**STUDY SESSION**

**Agenda Item # 2**

**AGENDA REPORT SUMMARY**

**Meeting Date:** March 12, 2019

**Subject:** Community Center update

**Prepared by:** Chris Jordan, City Manager

**Attachment(s):**

1. Project Recap and Update provided by Noll & Tam Architects

**Initiated by:**

City Council

**Previous Council Consideration:**

April 25, 2017; May 23, 2017; September 26, 2017; December 12, 2017; March 13, 2018; July 10, 2018; and September 11, 2018

**Fiscal Impact:**

\$34.7 million

**Environmental Review:**

N/A – Project has already been approved through the CEQA process

**Policy Question(s) for Council Consideration:**

- Does the Council want to alter the list of Add Alternates for the bid document?
- Does the Council have other changes it would like to see for the project?
- Does the Council want to re-prioritize the project?

**Summary:**

- The City Council has asked for an update on the following items:
  - The status and future schedule for the project as it moves forward
  - A mapping of program space currently offered at the Hillview Community Center to the new Community Center
  - A list of those items that are expected to be included in the bid package as Add Alternates – items that are bid separately and may be added to the base bid package at the discretion of the contracting officer, in this case, the City Council

**Staff Recommendation:**

Receive an update on the status of the Los Altos Community Center and provide direction, if the Council would like to see any changes to the current plans and schedule





**Subject:** Community Center Update

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### **Purpose**

To update the City Council on the Community Center project and discuss the programmable space at the new Community Center compared to the Hillview Community Center, and to review the alternates to be incorporated into the bid package.

### **Background**

The Los Altos Community Center project, scheduled to be bid in the next few months, will be the most expensive facility the City has ever undertaken. With a total estimated price tag of \$34.7 million, the project includes a 24,500 square foot building. The project's design received unanimous approval from the City Council in September 2018.

As outlined in the attached document, the project has now been discussed or presented at 22 public meetings since August 2018. In addition, staff created the Design Development Working Group (DDWG) which consists of the design team, staff and five community members. The DDWG met 14 times in the past 14 months.

Earlier this year, the City Council requested an update on the project. The focus of this discussion will be the following:

- 1) Status of the project and the schedule going forward;
- 2) A comparison of program space at the current Hillview Community Center to program space planned in the new community center; and
- 3) A list of the bid alternates to be included in the bid package.

Project staff and a member of the design team will be present to respond to Council's questions.

### **Recommendation**

Receive an update on the status of the Los Altos Community Center and provide direction, if the Council would like to see any changes to the current plans and schedule.

February 28, 2019

# LOS ALTOS COMMUNITY CENTER

## Project Recap and Update

### 1. PROJECT SCHEDULE

- Construction Documents have been submitted for building permit February 28<sup>th</sup>, 2019.
- Bidding documents are scheduled to go out to bid May 2019.
- Ground breaking June 2019
- Expected completion of construction December 2020

### 2. OVERALL PROJECT COST = \$34,700,000 of which \$25 million is for Construction Cost

- Construction cost = Building @ \$18,051,513 + Site @ \$6,906,782  
\$736/sf for 24,500 sf building and \$35/sf average for 200,000 sf site
- Other Soft Costs = \$9.7M includes fees, permits, construction management, testing and inspections, Furniture and Equipment, project contingencies, and anticipated escalation.

### 3. COMMUNITY INPUT PROCESS TO DATE:

#### (22) Public Presentations / (7) stakeholder focused meetings/ (14) DDWG meetings

(8) Task Force Meetings - July 2017- March 2018

(1) Saturday Task Force Community Workshop

(1) Programming Meeting with History Museum (stakeholder)

(1) LEED Charrette attended by Environmental Commission representatives (stakeholder)

(1) Environmental Commission Meeting

(1) Youth Commission Meeting

(2) Arts Commission Meetings

(1) Complete Streets Commission (Jun3 2018)

(1) Planning Commission (July 2018)

Public Open House (July 10, 2018)

\* Open Community online survey regarding Architectural character (over 400 responses)

(6) City Council Study Session/ Council Meetings

(5) Individual council member meetings (stakeholder)

(14) Design Development Working Group Meetings (DDWG) -January 2018 to present

### 4. Project design direction based on Task Force Guiding Principles (document attached)

- Aspirational, inclusive, flexible, multi-generational and honors the rich diversity of Los Altos
- Part of the civic center campus in scale and compatible in character
- A community building in a park like setting
- Respectful of Los Altos' unique character and heritage yet a flagship building for the future
- Energy efficient and sustainable
- Anticipate future expansion
- Maximize outdoor space to increase useable program activity space

### 5. Recommendations from Task Force, supported then approved by Council -Sept 26 and Dec 12, 2017

- Select site option #4: existing Hillview community center site + existing west parking area (site area increased from 110,000 sf site to 198,000 sf site)
- Increase building quality and functionality from basic level quality assumed in Strata report
- Upgrade to LEED Gold equivalency from Silver

- Add improved pedestrian connection from library to new community center to bring users to the community center and connect civic campus core.
- Maximize the useable building area that is affordable within the \$34.7 million project budget. This has resulted in a 24,500sf building
- Refinish parking lot with reconfigured, more efficient parking layout

**6. Additional feedback from Task Force and/or City Council incorporated into current design:**

- 10,000 sf area located @ East side of site identified for future building expansion
- Open programmable spaces for informal gathering.
- Pedestrian walking path for health and wellness
- Fire Dept has accepted design without additional road access onsite
- Sustainable design features that include:
  - ✓ All electric building (no gas, even at kitchen)
  - ✓ Photo-Voltaic panels on roof will provide 10% of building load. Total roof is PV ready.
  - ✓ Highly efficient mechanical systems + controls.
  - ✓ Energy efficient LED lighting throughout + Natural daylighting throughout building
  - ✓ 4 EV charging stations and ample bicycle racks

**7. Design ideas presented to Task force but not selected include**

- 2 story building (higher cost and more difficult to supervise all areas)
- (4) other concept site plans/location options
- (5) other floor plan configuration options with variations

**8. Comparison of new vs existing program space** (see attached spreadsheet)

The new community center provides a net of 20,188 sq. ft. of program space; the existing community center provides 18,075 sf of comparable program space.

**9. Current Bid Additive Alternates**

Bid additive alternates provide the City with the opportunity and flexibility to add defined elements to the project should the bids come in below the City's anticipated construction budget. Depending on the bidding climate it is possible that the project may be able to include one or more of these bid alternates. The bid alternates are listed in the documents as follows:

1. Pickleball / half Basketball court
2. Market lighting at courtyard
3. Kinderprep Play Area Shade Sail
4. Café Equipment
5. Additional Acoustic Fabric Panels
6. Smart Glass at selected locations
7. Standing Seam Metal Roof
8. Skylights at North Lobby and Community Room
9. Skylights at Seniors and MP1
10. Additional PV roof panels (to provide up to 90% of building load)
11. Infrastructure for (26) additional EV spaces
12. Fence and Gates at Community Room Terrace
13. Kinderprep Play Equipment
14. Stormwater Biotreatment along Hillview Avenue
15. Library portion of Pedestrian Connection

## HILLVIEW COMMUNITY CENTER - SPACE COMPARISON

EXISTING			PROGRAM AREA (02/20/2019 Permit Submittal)			
Hillview Community Center Existing	NET SF of (E) rooms	Room Description	NET SF of current design	"Equivalent" New Spaces - Room Name -	Delta from Existing	Comments
None			4,203	Lobby Space/public gathering	4203	<i>including NW Lobby and South Lobby</i>
None			257	Café	257	
None			123	Meeting Room	123	
None			123	Meeting Room	123	
None			230	Staff / public conference room	230	
None			393		393	<i>Community Room Storage</i>
Room 2	740	Meeting Room		731 Multi-Purpose 3	(9)	
Room 4	945	Dance room with Mirrors and dance bar	1,354	Movement/Exercise Room (also a Multi-Purpose Rm)	409	<i>Including 96sf storage</i>
Room 8	938	Computer stations for training		more efficient MP room programming	(938)	
Room 10	936	Senior Center Lounge		927 Senior Lounge (incl 37 sq. ft. storage)	(9)	<i>including 37sf storage</i>
Room 11	937	Primary Senior Program or classes or meetings	1,040	Senior Program (incl 10 sq. ft. stor)	103	<i>including 120 sf storage</i>
Room 12	936	Activity room for City Programs, MVLA Adult Ed or rentals		more efficient MP room programming	(936)	
Room 13	939	Art Room	957.0	Arts and Crafts (also a Multi-Purpose Rm)	18	<i>including 176sf storage</i>
Room 14	939	Preschool room	1,123	Kinder Prep	184	<i>counting restrooms and 52sf storage</i>
Room 15	939	Activity Room for City Programs.(youth specific)	862.0	Teen Room (incl storage)	(77)	<i>including 55 sf storage</i>
Room 16	904	Activity Room for City Programs MVLA Adult Ed	735	Multi-Purpose 2	(169)	
Room 17	904	Activity Room for City Programs MVLA Adult Ed	1,392	Multi Purpose 1	488	<i>including 201sf</i>
Room 18	904	Activity Room for City Programs MVLA Adult Ed		more efficient MP room programming	(904)	
Multi Purpose Room	2,368	Youth Theatre, special events private parties	3,050	Community room (also a Multi-Purpose Rm)	682	<i>including 111sf vestibule</i>
Kitchen	322	Kitchen	708	Kitchen	386	<i>including 87sf storage room</i>
Social Hall	2,123	Exercise classes, yoga classes, martial arts, MVLA adult		<i>use community or movement room</i>	(2123)	
Admin	1,103	Registration desk and offices	211	reception	(892)	
Room A	1,198	Staff work areas	1,581	Admin work areas, offices	383	<i>not including storage, see below</i>
			188		188	<i>Admin Storage Room</i>
<b>TOTAL NET SF</b>	<b>18,075.00</b>		<b>20,188</b>		<b>2113</b>	

### OTHER SPACES NOT CARRIED FORWARD

EXISTING						
Room	NET SF	Room Description	NET SF	Delta	Delta	Comments
Room 5	928	Children's Corner program	0	(928)		N/A
Room 6	929	Children's Corner program	0	(929)		N/A
Room 7	937	Friends of the library storage	0	(937)		N/A
Room 9	938	Los Altos Youth Theatre Storage	0	(938)		N/A
Room C	1,116	Childrens Corner program	0	(1116)		N/A
CC Office	0	Children's Corner office	0	0		N/A
Chinese School	232	Rental	0	(232)		N/A
Chinese Office	202	Rental	0	(202)		N/A
LWV	232	League of Women Voters	0	(232)		N/A
<b>TOTAL NET SF OTHER</b>	<b>5,514</b>		<b>0</b>	<b>(5514)</b>		<b>N/A</b>

### SUMMARY COMPARISON OF EXISTING TO NEW

Total To New Building	18,075					
Total Others	5,514					
<b>Total NET SF</b>	<b>23,589</b>		<b>20,188</b>			
Circulation/Services	6,773		4,337			<i>Circulation/Services</i>
<b>TOTAL GROSS SF</b>	<b>30,362</b>		<b>24,525</b>			



Los Altos Community Center  
90% Construction Documents Estimate

05 March 2019

Prepared for Noll & Tam Architects

**Los Altos Community Center  
90% Construction Documents Estimate**

<b>Construction Cost Summary</b>	<b>Cost</b>
<b>Building Cost</b>	
1.0 Foundations	\$223,260
2.0 Substructure	337,229
3.0 Superstructure	2,724,444
4.0 Exterior Closure	2,681,774
5.0 Roofing & Waterproofing	1,293,476
6.0 Interior Construction	2,719,189
7.0 Conveying Systems	0
8.0 Mechanical Systems	2,218,904
9.0 Electrical Systems	2,406,833
10.0 Built In Equipment	600,120
<b>Subtotal Building Cost</b>	<b>\$15,205,229</b>
<b>Sitework Cost</b>	
11.0 Demolition	\$635,088
12.0 Earthwork	376,025
13.0 Site Utilities	1,241,425
14.0 Sitework Finish	3,253,461
<b>Subtotal Sitework</b>	<b>\$5,505,998</b>
<b>Subtotal Building &amp; Sitework</b>	<b>\$20,711,227</b>
General Conditions & General Requirements	1,950,000
Bonds & Insurance	400,000
Contractor's Fee 4.0%	906,449
Bidding Contingency	410,000
<b>Total Construction Cost</b>	<b>\$24,377,676</b>
Escalation to Construction July 2019	475,000
<b>Total Construction Cost</b>	<b>\$24,852,676</b>

Notes: Estimate excludes soft costs and construction contingency.  
 Estimate excludes temporary market conditions instability premium.

**Los Altos Community Center  
90% Construction Documents Estimate**

Estimate Detail	Quantity	Unit Price	Extension	Subtotal
1.0 Foundations				
Drilled Piers	None			
New Footings				
Building				
Earthwork	446 CY	50.00	\$22,300	
Edge Forms	4660 LF	16.00	74,560	
Reinf Steel	40000 #	1.25	50,000	
Concrete & Placing	382 CY	200.00	76,400	
Site Structures	Included in Div 14.0 Sitework Finish			
Total 1.0 Foundations				\$223,260
2.0 Substructure				
Slab on Grade 5"				
Fine Grade & Set Pads	25050 SF	1.00	\$25,050	
Rock Base	510 Tns	30.00	15,300	
Vapor Barrier	25050 SF	1.00	25,050	
Edge Forms & Joints	25050 SF	1.30	32,565	
Reinf Steel	41000 #	1.20	49,200	
Concrete & Placing	450 CY	220.00	99,000	
Finish & Cure	25050 SF	1.20	30,060	
Mat Slab at Trash Enclosure	396 SF	24.00	9,504	
Curbs	1250 LF	20.00	25,000	
14" Plinths	5 Ea	2,000	10,000	
Miscellaneous Pads	1 LS		10,000	
Miscellaneous Reinf & Doweling	1 LS		6,500	
Total 2.0 Substructure				\$337,229
3.0 Superstructure				
Wood Shear Walls				
Framing - Engineered Wood Sections				
2x6	780 SF	8.50	\$6,630	
2x8	15160 SF	10.00	151,600	
3x8	1355 SF	10.50	14,228	
2x10	6890 SF	13.00	89,570	
2x12	1330 SF	15.00	19,950	
3x10	2840 SF	15.00	42,600	
Plywood	28455 SF	6.00	170,730	
Rough Hardware & Misc Iron	28155 SF	3.50	98,543	
Wood Roof Structure				
Posts w/ Holddowns	170 Ea	740.00	125,800	

## 3.0 Superstructure (Continued)

## Wood Roof Structure

## Trusses

Lobby	280 LF	380.00	106,400
Community Room	312 LF	320.00	99,840
North Bar	96 LF	230.00	22,080

Glulam Beams	20680 BF	13.20	272,976
PSL Beams	13025 BF	11.50	149,788
Sawn Lumber	7935 BF	9.00	71,415
LVL Framing	10250 BF	9.00	92,250
Rod Collar Ties - Allow	30 Ea	600.00	18,000
Collectors - Allow	250 LF	100.00	25,000
Posts Above Glulam at Perimeter	30 Ea	400.00	12,000
Rough Hardware & Misc Iron	29710 SF	3.50	103,985

Blocking for Insulation at Roof	29710 SF	2.00	59,420
Spacers for Insl Air Space	Included in Insulation Assembly		
Plywood / Glass Mat	Included in Insulation Assembly		
Rough Hardware & Misc Iron	29710 SF	2.00	59,420

## Steel Roof Structure

Columns	19 Ea	2,000	38,000
Steel Beams	3 Tns	9,500	28,500
Posts at Noise Barrier	43 Ea	1,000	43,000
Steel Beam at Noise Barrier	260 LF	120.00	31,200
Eave Plate Stiffening at Wood Framing Edge	None		
Metal Decking			
Typical	16645 SF	6.00	99,870
Acoustical Deck	12880 SF	13.50	173,880
Concrete Fill	None		

## Trellis &amp; Canopy Structures

Wood Posts	89 Ea	800.00	71,200
3x Framing	23800 BF	9.00	214,200
Rough Hardware & Misc Iron	5700 SF	5.00	28,500

## Trash Enclosure

Posts	18 Ea	350.00	6,300
Concrete Walls	210 SF	65.00	13,650
Wall Framing	Included in Div 4.0 Below		
Roof Framing	480 SF	40.00	19,200

Mechanical Attics	1225 SF	35.00	42,875
Standoffs for PV Panels - Minimum Install	1500 SF	8.00	12,000
Steel Header at Lobby	125 LF	125.00	15,625
Entry Curtain Wall Support	740 SF	20.00	14,800
Miscellaneous Structural Elements	29710 SF	2.00	59,420

Total 3.0 Superstructure

\$2,724,444

## 4.0 Exterior Closure

## Exterior Wall Assembly

Stud Framing @ Exterior Walls	Included in Div 3.0 Superstructure		
Insulation & Vapor Barrier @ Studs	20280 SF	13.00	\$263,640
Cement Panels on Rainscreen	4910 SF	56.00	274,960
Wood Siding on Rainscreen	2830 SF	54.00	152,820
Acoustic Noise Barrier	1715 SF	50.00	85,750



## 4.0 Exterior Closure (Continued)

Premium for Wood at Noise Barrier	1000 SF	35.00	35,000
Plaster Walls	10100 SF	24.00	242,400
Metal Panels	725 SF	54.00	39,150
Louvres at Comm Room Roof	110 SF	80.00	8,800
Returns, Sills & Miscellaneous	25880 SF	3.00	77,640
Windows & Glazing			
Storefront	5600 SF	135.00	756,000
Premium for Actuators on Operable Sections	None		
Exterior Doors			
Double Glazed	11 Pr	7,200	79,200
Single Glazed	15 Ea	2,850	42,750
Single HM	13 Ea	2,400	31,200
Sliding Glass	3 Ea	25,000	75,000
Glass Fold Up	None		
Glass Roll Up	None		
Gates at Mech Walls	3 Ea	2,400	7,200
Gate at Trash Enclosure	1 Pr	11,000	11,000
Gate at North Mechanical Room	1 Ea	3,000	3,000
Roof Hatch	4 Ea	3,500	14,000
Miscellaneous Hardware	1 LS		40,000
Soffits - Wood			
Finished Plywood	4365 SF	32.00	139,680
T&G Suspended	None		
Cement Panel	90 SF	60.00	5,400
Plaster	325 SF	50.00	16,250
Paint Exposed Metal Deck	5280 SF	4.00	21,120
Fascia & Trim	2000 LF	50.00	100,000
Fascia at Trash Enclosure	88 LF	50.00	4,400
Miscellaneous			
Paint Exposed Steel Columns	None		
Intumescent Finish on Columns	None		
Trash Enclosure Skin Incl Framing	350 SF	56.00	19,600
Window Boxes	202 LF	175.00	35,350
Wood Bench at South Entry	8 LF	1,000	8,000
Sunshades at Lobby	200 SF	100.00	20,000
Miscellaneous Metals	25880 SF	2.80	72,464
Total 4.0 Exterior Closure			<u>\$2,681,774</u>

## 5.0 Roofing &amp; Waterproofing

Waterproofing	None		
Roofing & Insulation			
Building			
Asphalt Shingle	24265 SF	17.00	\$412,505
Membrane	5200 SF	14.00	72,800
Metal Roofing	245 SF	40.00	9,800
Metal Roof w/ No Insl at Trash Enclosure	480 SF	26.00	12,480
Corrug Metal Deck at Canopies w/ No Insl	5700 SF	17.00	96,900
Glass at South Entry & Main Entry Canopies	410 SF	160.00	65,600

## 5.0 Roofing &amp; Waterproofing (Continued)

## Insulation

Rigid Board Sandwich w/ Spacers & top Nailer	29805 SF	12.00	357,660
Batts	None		
Slab on Grade	5440 SF	5.00	27,200
Skylights at Seniors & Multi-purpose 1		Included in Alternates	
Skylights at North Lobby & Community Room		Included in Alternates	
Actuators at Skylights		None	
Shades at Skylights		Included in Alternates	
Solatubes	2 Ea	1,260	2,520
Walking Pads	260 SF	30.00	7,800
Sheet Metal			
Gutters	1270 LF	54.00	68,580
Gutter at Trash Enclosure	24 LF	54.00	1,296
Downspouts	47 Ea	400.00	18,800
Sheet Metal	2960 LF	40.00	118,400
Misc Roof Accessories	35225 SF	0.60	21,135
Total 5.0 Roofing & Waterproofing			<u>\$1,293,476</u>

## 6.0 Interior Construction

## Partitions

## Framing

2x4	2000 SF	7.50	\$15,000
2x6	13900 SF	8.50	118,150
2x8	4200 SF	10.00	42,000
2x10	2700 SF	13.00	35,100
Resilient Channels	1930 SF	3.50	6,755
Insulation - Batts	23200 SF	3.50	81,200
Drywall	46400 SF	1.75	81,200
Paint	46400 SF	0.75	34,800
GWB & Insl at Shear Walls, Painted	33000 SF	6.00	198,000
Fascia at Ceiling Transitions	4200 SF	17.00	71,400
Acoustical Treatment		Allow	40,000
Misc Furring & Fascias	1200 SF	18.00	21,600
Interior Glazing			
Typical	875 SF	100.00	87,500
Nanawall at MP2	180 SF	250.00	45,000
Doors			
Single	22 Ea	2,000	44,000
Single Glazed	2 Ea	2,400	4,800
Double	4 Pr	4,200	16,800
Double Glazed	1 Pr	4,600	4,600
Sliding Closet (6 Lvs Each)	8 Sets	9,000	72,000
Pocket Doors	4 Lvs	3,000	12,000
Sliding at Meeting Rooms		None	
Pass Thru Window	40 SF	150.00	6,000

## 6.0 Interior Construction (Continued)

## Floor Coverings

Polished Concrete Floors	5800 SF	12.00	69,600
Ceramic Tile	1300 SF	17.00	22,100
Wood on Sleepers	3180 SF	24.00	76,320
Sprung Floor	1416 SF	34.00	48,144
Anti Static	150 SF	12.00	1,800
Epoxy	1020 SF	14.00	14,280
Resilient	7670 SF	12.50	95,875
Carpet Tile	5940 SF	5.00	29,700
Premium for Colored Concrete in SOG	5800 SF	5.00	29,000
Sealed Concrete	570 SF	1.50	855
Entry Mats	220 SF	100.00	22,000

## Base Finishes

Epoxy Terrazzo	None		
Ceramic Tile	420 LF	17.00	7,140
Wood	1540 LF	19.00	29,260
Rubber	1080 LF	8.00	8,640
Coved Epoxy	300 LF	14.00	4,200

## Wall Finishes

Acoustical Fabric Panels	2160 SF	32.00	69,120
Acoustical Wood Panels	1100 SF	56.00	61,600
Graphics on Acoustical Fabric	None		
Ceramic Tile at Toil Room Wet Walls	3215 SF	17.00	54,655
Ceramic Tile Backsplash	20 SF	20.00	400
Metal Panels	250 SF	54.00	13,500
Wood Siding	700 SF	50.00	35,000

## Ceiling Finishes

Wood Plank	2800 SF	62.00	173,600
Wood Grille	2735 SF	62.00	169,570
Painted GWB, Suspended	4340 SF	18.00	78,120
Susp ACT Type 1	1800 SF	15.00	27,000
Susp ACT Type 2	910 SF	20.00	18,200
Acoustical Fabric Panels	2920 SF	48.00	140,160
Paint Exposed	1120 SF	4.00	4,480

## Millwork

Kinder Prep			
Base Cabinet & Countertop	10 LF	375.00	3,750
Wall Cabinets	10 LF	275.00	2,750
Multi-purpose 3			
Base Cabinet & Countertop	6 LF	375.00	2,250
Kitchen	Included in Div 10.0 Equipment		

## Seniors

Base Cabinet & Countertop	12 LF	375.00	4,500
Wall Cabinets	6 LF	275.00	1,650
Staff Desk/Reception	None		
Full Height Closet	1 LS		3,500
Wood Screen Wall at South Lobby	80 SF	100.00	8,000
Toilet Room Countertops	24 LF	225.00	5,400
Multi-purpose 1			
Base Cabinet & Countertop	12 LF	400.00	4,800

## 6.0 Interior Construction (Continued)

Lobby			
Reception Desk	18 LF	1,200	21,600
Back Cabinet	10 LF	700.00	7,000
Trellis	160 SF	80.00	12,800
Café			
Base Cabinet & Countertop	8 LF	600.00	4,800
Wall Shelves	None		
Admin Kitchenette & Copy			
Base Cabinet & Countertop	49 LF	375.00	18,375
Wall Cabinets	16 LF	275.00	4,400
Wall Shelving	16 LF	225.00	3,600
Office			
Work Counter	None		
Wall Cabinets	None		
Workstations	By Owner		
Meeting Room	7 LF	600.00	4,200
Arts			
Base Cabinet & Countertop	10 LF	400.00	4,000
Wall Cabinets	10 LF	280.00	2,800
Teens			
Exercise			
Wall Shelving	8 LF	200.00	1,600
Window Trim	400 LF	30.00	12,000
Wood Trim at Wood Ceiling Edges	740 LF	30.00	22,200
Storage Rooms & Closets	By Owner		
Janitorial Closets	2 Ea	1,000	2,000
Elect/Tele Backboards	1 LS		7,000
Miscellaneous Trim	1 LS		15,000
Miscellaneous Backing & Blocking	24500 SF	1.00	24,500
Specialties			
Toilet Rooms			
Partitions	9 Ea	1,000	9,000
Screens	2 Ea	800.00	1,600
Showers	1 Ea	2,500	2,500
Fixture Accessories	33 Ea	600.00	19,800
Accessories for Other Fixtures	14 Ea	400.00	5,600
Ballet Bar at Exercise	22 LF	85.00	1,870
Mirror at Exercise	160 SF	32.00	5,120
Picture Rail at South Lobby	17 LF	100.00	1,700
Attic / Roof Ladders	6 Ea	2,000	12,000
Lockers / Cubbies	1 LS		16,000
Magnetic White Boards	600 SF	35.00	21,000
Tackboards	70 SF	40.00	2,800
Entry Mats	Included in Floor Coverings Above		
Misc Rough Carpentry	24500 SF	1.00	24,500
Other Specialties	24500 SF	2.00	49,000
Total 6.0 Interior Construction			\$2,719,189

## 7.0 Conveying Systems

None

## 8.0 Mechanical Systems

## Plumbing

## Fixtures &amp; Equipment

HW Heater - Elect. 40gal.	1 Ea	2,630	\$2,630
HW Heater - Elect. 30gal.	2 Ea	2,355	4,710
HW Heater - Elect. 20gal.	2 Ea	2,100	4,200
HW Heater - Elect. Inst.	2 Ea	1,735	3,470
Pump-DHW Recirc. Inline	4 Ea	2,000	8,000
Expansion Tank	5 Ea	810.00	4,050

Grease Interceptor 750gal	1 Ea	17,335	17,335
WC-Wall w/ Flush Valve	7 Ea	2,600	18,200
WC-Wall w/ Flush Valve	6 Ea	2,800	16,800
WC-Wall Floor Child	2 Ea	1,800	3,600
Urinal	3 Ea	2,280	6,840
Lavatory - Wall Auto Battery	6 Ea	2,600	15,600
Lavatory - Vanity Auto battery	8 Ea	2,300	18,400

## Sinks

Cafe/Break/pub Rms. w/HWD/Filt.	6 Ea	3,240	19,440
Arts/HWD/Filt./Plaster Trap	1 Ea	4,000	4,000
Service	4 Ea	2,200	8,800
Floor Sinks	10 Ea	775.00	7,750
Shower-ADA/Pkg	1 Ea	8,500	8,500

Drinking Fountain	4 Ea	7,200	28,800
Connect to RWL		Included in Sitework	
Connect to Equip.	18 Ea	1,000	18,000
Misc. Equip. & Fixtures	1 LS		10,000

## Drains

2" Floor	2 Ea	450.00	900
4" Floor	12 Ea	585.00	7,020
Roof Recp	3 Ea	805.00	2,415
Hub	1 Ea	1,660	1,660
Roof	4 Ea	400.00	1,600
Overflow	4 Ea	400.00	1,600

## Pipework &amp; Accessories

## Pipe-Waste &amp; Vent

2" UG	420 LF	48.00	20,160
3"	20 LF	52.00	1,040
4"	500 LF	63.00	31,500
2" AG	1200 LF	49.00	58,800
3"	60 LF	55.00	3,300
4"	60 LF	61.00	3,660

Cleanout-Grade	8 Ea	990.00	7,920
Cleanout-Floor	7 Ea	515.00	3,605
Cleanout-Wall	6 Ea	210.00	1,260
Roof Jacks	11 Ea	375.00	4,125

## Storm Piping w/ Insl

4" UG	50 LF	63.00	3,150
3" AG	300 LF	60.00	18,000
4"	None		

## Plumbing (Continued)

## CW Piping w/ Insl

1/2" UG	170 LF	22.00	3,740
2 1/2"	30 LF	130.00	3,900
1/2" AG	520 LF	23.00	11,960
3/4"	630 LF	30.00	18,900
1"	130 LF	34.00	4,420
1-1/4"	50 LF	47.00	2,350
1-1/2"	90 LF	52.00	4,680
2"	490 LF	60.00	29,400
2 1/2"	200 LF	91.00	18,200

## DHW Piping w/ Insl

1/2" AG	430 LF	23.00	9,890
3/4"	450 LF	30.00	13,500
1"	180 LF	34.00	6,120
2"	40 LF	60.00	2,400

## Pipe-Drains etc.

150 LF 28.00 4,200

## Pipe-Condensate

590 LF 28.00 16,520

## Drain Pan SS

20 LF 150.00 3,000

## Reclaimed Water System

None

## Valves

1/2"	18 Ea	136.00	2,448
3/4"	22 Ea	145.00	3,190
1"	2 Ea	175.00	350
1 1/4"	8 Ea	260.00	2,080
2"	3 Ea	315.00	945
2 1/2"	1 Ea	965.00	965

## Water Meter

1 Ea 4,860 4,860

## Trap Primer

9 Ea 500.00 4,500

## Shock Absorber

7 Ea 350.00 2,450

## Therm. Mix Valve - Sinks

5 Ea 665 3,325

## Therm. Mix Valve - EWH

2 Ea 5,150 10,300

## Air Gap

7 Ea 250.00 1,750

## Access Door

36 Ea 350.00 12,600

## Backflow Preventor 1"

1 Ea 1,600 1,600

## Hose Bibb-Interior

9 Ea 200.00 1,800

## -Exterior

7 Ea 775.00 5,425

## -Trash

1 Ea 1,000 1,000

## Gas System

None

## Kitchen Rough In

Allow

10,000

## Firestopping &amp; Caulking

1 LS 10,000

## Misc. Accessories

1 LS 10,000

## Test &amp; Clean

1 LS 12,500

## Commissioning

1 LS 18,000

## HVAC

## Equipment - Wet

## Air to Refrig Heat Pump w/ Accessories

9.5 Tns 2 Ea 27,700 55,400

7.5 Tns 1 Ea 24,900 24,900

6.0 Tns 1 Ea 20,800 20,800

## Selectors - Multi

4 Ea 7,700 30,800

## HVAC (Continued)

## Equipment - Air

## AHU - Roof S&amp;E

2000cfm:2.3hp	1 Ea	51,000	51,000
2660cfm:2.3hp	1 Ea	62,000	62,000
Kit. Make up w/ ERW 1660cfm	1 Ea	34,000	34,000
Comm Room w/ ERW 2880cfm	1 Ea	53,000	53,000

## Ducted Fan Coils

1/2+3/4 Tn	2 Ea	2,300	4,600
1 Tn	2 Ea	2,500	5,000
1 1/2 Tn	5 Ea	2,700	13,500
2 Tn	4 Ea	2,950	11,800
2 1/2 Tn	1 Ea	3,300	3,300
3 Tn	1 Ea	3,650	3,650

## Split DX Fan Coils

3/4 Tn Floor	2 Ea	2,900	5,800
1 Tn Wall	2 Ea	2,535	5,070
2 Tn Wall	2 Ea	3,100	6,200

## VAV Boxes

VAV Boxes	13 Ea	1,600	20,800
VAV Boxes - Exh	1 Ea	1,350	1,350
ERV - Roof 1040cfm:1hp	1 Ea	13,150	13,150
Fan-Exhaust-Kitchen/Grease 1665cfm:.75hp	1 Ea	7,400	7,400
Fan-Exhaust-Misc. 80cfm	6 Ea	1,990	11,940
Gravity Vent	1 Ea	940.00	940
Miscellaneous Equipment	1 LS		6,000

## Ductwork &amp; Accessories

Duct-GSM w/ Accessories	12650 #	13.40	169,510
Stn Stl Kitchen Hood/DW Welded	700 #	30.00	21,000
Flex. Insl. Duct	80 LF	40.00	3,200
Insulation/External	10250 SF	3.50	35,875
Insulation/External w/ Jacket	900 SF	7.00	6,300

Duct-Flex. Conn.	40 Ea	220.00	8,800
Duct-Extr/Turns	75 Ea	175.00	13,125
Roof Cap w/ Backdraft Damper	6 Ea	860.00	5,160
Damper/Manual	95 Ea	175.00	16,625
Damper/Fire&Smoke	None		

## Diffusers

Supply Slot 4"x8'	1 Ea	1,150	1,150
Supply Slot 4"x10'	4 Ea	1,220	4,880
Supply Slot 4"x12'	2 Ea	1,500	3,000
Supply Slot 4"Blank	166 LF	85.00	14,110
Supply Ceiling 2x2	14 Ea	400.00	5,600

## Registers

Supply Wall 1x1	21 Ea	350.00	7,350
Supply Wall 2x1	12 Ea	400.00	4,800
Supply Wall 3x1	1 Ea	465.00	465
Return Wall 1x1	4 Ea	325.00	1,300
Return Wall 2x1	21 Ea	400.00	8,400
Return Wall 3x1	2 Ea	465.00	930
Return 2x2	1 Ea	360.00	360

## HVAC (Continued)

## Registers

Exhaust 2x2	1 Ea	360.00	360
Exhaust/Transfer 1x1	6 Ea	340.00	2,040
Exhaust/Transfer 2x1	6 Ea	400.00	2,400

## Louvers

None

## Meshscreen

None

## Security Bars

None

## Firestopping &amp; Caulking

1 LS 18,000

## Misc. Duct &amp; Accessories

1 LS 5,000

## Pipework &amp; Accessories

## Pipe-Refrig w/ Insl

1/4-3/8" 2120 LF 19.40 41,128

1/2-5/8" 2060 LF 22.50 46,350

3/4-7/8" 1140 LF 28.20 32,148

1 1/8" 70 LF 36.50 2,555

## Pipe-Condensate etc. Included in Plumbing Above

Pipe-Drains etc. 150 LF 28.00 4,200

## Connect to VRF

21 Ea 700.00 14,700

## Connect to HP/AHU

8 Ea 3,000 24,000

## Firestopping &amp; Caulking

1 LS 25,000

## Misc. Pipes &amp; Accessories

1 LS 10,000

## Controls &amp; Testing

Control-System/DDC w/ Comp. 1 LS 195,000

## Resource Tracking System

None

## Connect to Actuated Skylights

None

CO2 Monitoring 1 LS 40,000

Test &amp; Balance 1 LS 35,000

Commissioning 1 LS 45,000

## Fire Sprinkler System

## Wet System

Enclosed Building 24200 SF 6.50 157,300

Exterior Covered 10155 SF 5.00 50,775

## Fire Pump &amp; Accessories

None

## Misc Valves &amp; Accessories

1 LS 9,500

## Total 8.0 Mechanical Systems

\$2,218,904

## 9.0 Electrical Systems

## Primary Power

Main Switchboard 2000A w/ Metering &amp; TVSS 1 Ea 32,600 \$32,600

Distribution Panel w/ TVSS 1000A 1 Ea 16,000 16,000

## Motor Control Center

None

Transformers 300kVA 2 Ea 21,000 42,000

Panelboards 14 Ea 3,700 51,800

EV Panelboards 2 Ea 3,700 7,400

## Submeters

17 Ea 2,000 34,000

## Inverters

2 Ea 3,700 7,400

## UPS

Included in Emergency Power Below

Grounding 1 LS 5,000

Testing &amp; Coordination 1 LS 8,000



## 9.0 Electrical Systems (Continued)

Renewable Energy (PV Panels for 10% of the Load)	1500 SF	90.00	135,000
Emergency Power			
Portable Generator Connection w/ Feeder	1 LS		25,000
ATS w/ Exterior Circuit	1 LS		25,000
Emergency Distrib Panels & Transformer	None		
Panelboards	None		
Meters	None		
UPS	1 LS		17,000
Feeders	160 LF	120.00	19,200
Feeders	2710 LF	87.50	237,125
Equipment Power	120 Ea	950.00	114,000
User Convenience Power			
Duplex	195 Ea	150.00	29,250
Fourplex	52 Ea	250.00	13,000
Duplex GFI	44 Ea	170.00	7,480
Fourplex GFI	17 Ea	200.00	3,400
Floor Power Boxes	7 Ea	475.00	3,325
Floor Combo Boxes	11 Ea	525.00	5,775
Floor Combo Boxes w/ AV	2 Ea	700.00	1,400
Furniture & Controlled Outlets	20 Ea	250.00	5,000
Ceiling Outlets	1 Ea	700.00	700
Conduit & Wire Incl MC Cable In Ceiling	11220 LF	9.40	105,468
Lighting Incl Controls			
Building Fixtures			
Type C3 Track	8 LF	250.00	2,000
Type C3 Heads	12 Ea	400.00	4,800
Type C3a - 2 Heads 2' Track	20 Ea	1,000	20,000
Type C3b - 1 Heads 1' Track	14 Ea	600.00	8,400
Type C3c - 2 Heads 1' Track	4 Ea	900.00	3,600
Type C4	27 Ea	400.00	10,800
Type C5, C5a	42 LF	185.00	7,770
Type C6 2x2	10 Ea	400.00	4,000
Type C7, C7a	240 LF	165.00	39,600
Type C8	29 Ea	450.00	13,050
Type C9	9 Ea	475.00	4,275
Type C11	21 Ea	600.00	12,600
Type F1	By Owner		
Type H1, H1a	240 LF	200.00	48,000
Type H2, H2a 2'	14 Ea	420.00	5,880
Type L2	184 LF	185.00	34,040
Type L2a	24 LF	185.00	4,440
Type L3, L3a	52 LF	170.00	8,840
Type W1, W1a	29 Ea	550.00	15,950
Type W2, W2a, W2b, W2c	118 LF	185.00	21,830
Type W3, W3a, W3b, W3c	216 LF	200.00	43,200
Type W4	20 LF	185.00	3,700
Type W6, W6a, W6b, W6d	148 LF	180.00	26,640
Type W6c	6 LF	220.00	1,320

## 9.0 Electrical Systems (Continued)

Type P1	6 Ea	5,000	30,000
Type P2	9 Ea	6,000	54,000
Type P3	3 Ea	1,000	3,000
Type P4	6 Ea	1,000	6,000
Type P5	4 Ea	1,000	4,000

Exit Lights	48 Ea	475.00	22,800
Type T1 Track	8 LF	125.00	1,000
Type T1 Heads	8 Ea	400.00	3,200
Controls	24500 SF	5.00	122,500
Conduit & Wire	15000 LF	11.00	165,000

## Signal &amp; Communications

## Telephone/Data System

Outlet, Conduit & Pullwire	150 Ea	175.00	26,250
Telecom Racks & Patch Panels	1 LS		20,000
Cable Tray	30 LF	85.00	2,550
Pathways	600 LF	65.00	39,000
Telecom Cabling	150 Ea	700.00	105,000
Telecom Equipment, Devices Incl WAP	By Owner		

## Centralized Clocks

None

## Cable TV Headend

By Owner

## Cable TV Outlet &amp; Pullwire

1 LS 10,000

## Fire Alarm System

24500 SF 3.85 94,325

## Emergency Responders Comms

24500 SF 1.20 29,400

## Security System

Outlets, Conduit & Pullwire	115 Ea	400.00	46,000
Headend Rough In	Allow		20,000
Equipment & Devices & Programming	By Owner		

## Central PA System

Headend System 1 LS 22,000

## Speakers

Interior 66 Ea 600.00 39,600

Exterior 8 Ea 500.00 4,000

Cabling &amp; Connections 74 Ea 350.00 25,900

## Audio Visual Systems

## Exercise

Media Panel 1 Ea 4,000 4,000

Control Button Panel 1 Ea 1,200 1,200

Flat Panel Wall Box 1 Ea 500.00 500

Wireless Ceiling Antennas 2 Ea 500.00 1,000

Cabling &amp; Connections 5 Ea 700.00 3,500

## Teens

Media Panel 1 Ea 4,000 4,000

Control Button Panel 1 Ea 1,200 1,200

Flat Panel Wall Box 1 Ea 500.00 500

AV Equipment Rack 1 Ea 6,000 6,000

Wireless Ceiling Antennas 2 Ea 500.00 1,000

Cabling &amp; Connections 6 Ea 700.00 4,200

## Lobby Reception

Flat Panel Wall Box 2 Ea 500.00 1,000

Cabling &amp; Connections 2 Ea 700.00 1,400

## Audio Visual Systems (Continued)

## Conference Room

Flip Top Table Control Panel	1 Ea	2,500	2,500
Equipment Rack	1 Ea	6,000	6,000
AV Floor Box	1 Ea	1,000	1,000
Flat Panel Wall Box	2 Ea	500.00	1,000
Wireless Ceiling Antennas	2 Ea	500.00	1,000
Cabling & Connections	8 Ea	700.00	5,600

## Multi-purpose 2

None

## Multi-purpose 1

Media Panel	1 Ea	5,000	5,000
Touch Control Panel	1 Ea	1,200	1,200
Equipment Rack	1 Ea	6,000	6,000
Flat Panel Wall Box	4 Ea	500.00	2,000
Wall Speakers	2 Ea	1,200	2,400
Wireless Ceiling Antennas	2 Ea	500.00	1,000
Cabling & Connections	11 Ea	700.00	7,700

## South Lobby

Flat Panel Wall Box	2 Ea	500.00	1,000
Cabling & Connections	2 Ea	700.00	1,400

## Seniors

Media Panel	2 Ea	4,000	8,000
Control Button Panel	2 Ea	1,200	2,400
Flat Panel Wall Box	2 Ea	500.00	1,000
Wireless Ceiling Antennas	2 Ea	500.00	1,000
Equipment Rack	1 Ea	6,000	6,000
Cabling & Connections	9 Ea	700.00	6,300

## Community Room

Media Panel	2 Ea	4,000	8,000
Touch Control Panel	2 Ea	1,200	2,400
Flip Top Table Control Panel	None		
Equipment Rack	1 Ea	6,000	6,000
AV Floor Box	1 Ea	1,000	1,000
Flat Panel Wall Box	2 Ea	500.00	1,000
Ceiling Projector	1 Ea	9,500	9,500
Motorized Projection Screen	1 Ea	15,000	15,000
Wall Speakers	2 Ea	1,200	2,400
Wireless Ceiling Antennas	2 Ea	500.00	1,000
Cabling & Connections	14 Ea	700.00	9,800

## Multi-purpose 3

Flat Panel Wall Box	1 Ea	500.00	500
Cabling & Connections	1 Ea	700.00	700

## Kinder

Flat Panel Wall Box	1 Ea	500.00	500
Cabling & Connections	1 Ea	700.00	700

## J-Boxes by Electrical

62 Ea 125.00 7,750

## LCD Screens, Soundbar Speakers &amp; Cameras

By Owner

## Speakers

Included in Paging System Above

## Programming &amp; Control

1 LS 50,000

Total 9.0 Electrical Systems

\$2,406,833

## 10.0 Built In Equipment

## Projection Screens

Program Rooms

Manual @ Admin

Included in Audio Visual Above

None

Window Shades  
Premium for Motors5060 SF      22.00      111,320  
None

## Signage &amp; Wayfinding

## Exterior

Primary Monument Sign	1 Ea	15,000	15,000
Secondary Monument Sign	None		
Site Directory	None		
Vehicle Directional	None		
Accessible Parking ID	6 Ea	500.00	3,000
Drop Off ID	1 Ea	500.00	500
Exterior Door Regulatory	3 Ea	1,200	3,600
Parking Regulatory Warning	2 Ea	2,500	5,000
Building ID	2 Ea	3,200	6,400
Building Address	2 Ea	3,200	6,400
Exterior Room ID's	None		
Foundations/Mounting Substrate	17 Ea	1,000	17,000

## Interior

Hours & Entry Door Reg Warning	None		
Corridor Directional	4 Ea	500.00	2,000
Lobby ID	1 Ea	4,200	4,200
Room ID's			
Amenity	16 Ea	500.00	8,000
Projecting Room ID	13 Ea	400.00	5,200
Wall Mtd Room ID	29 Ea	200.00	5,800
Café ID	None		
Office	3 Ea	200.00	600
Restroom Projecting	None		
Restroom Wall Mtd	9 Ea	100.00	900
Restroom Wall Door	8 Ea	100.00	800
Orientation Map	2 Ea	1,800	3,600
Evacuation Map	None		
Tactile Egress	13 Ea	1,000	13,000
Fire Extinguisher ID	19 Ea	1,000	19,000
Maximum Occupancy	10 Ea	150.00	1,500
Amenity Rules	7 Ea	250.00	1,750

## Kitchen Equipment

Café	By Owner		
Kitchen	1 LS		235,000
Admin	By Owner		

Operable Partitions	230 SF	120.00	27,600
Ceiling Fans - Small Punkah	34 Ea	975.00	33,150
Ceiling Fans - Large	8 Ea	2,600	20,800
Miscellaneous Other Equipment	24500 SF	2.00	49,000

Total 10.0 Built In Equipment

\$600,120

11.0 Demolition			
Remove Existing Structures	31400 SF	7.50	\$235,500
Misc. Removals Onsite	189750 SF	1.25	237,188
Salvage Materials for Owner	1 LS		35,000
Protection of Existing	1 LS		20,000
Allow for HazMat Mitigation	1 LS		75,000
Barricades & Access	1800 LF	18.00	32,400
			<hr/> <hr/>
Total 11.0 Demolition			\$635,088
12.0 Earthwork			
Cut & Fill Onsite	189750 SF	0.90	\$170,775
Excavate & Recompact at Building	3000 CY	40.00	120,000
Allow for Offhaul	1000 CY	22.00	22,000
Erosion Control			
Site & Curb Inlet Protection	9 Ea	2,000	18,000
Washout Incl Maintenance	2 Ea	7,000	14,000
Gravel Bag	500 LF	25.00	12,500
Fiber Roll	750 LF	25.00	18,750
Hazmat Mitigation	By Owner		<hr/> <hr/>
Total 12.0 Earthwork			\$376,025
13.0 Site Utilities			
Mechanical Utilities			
Sewer			
Piping			
4"	130 LF	44.00	\$5,720
6"	1140 LF	50.00	57,000
Premium for Deep Sections	140 LF	100.00	14,000
Grease Interceptor 1000gal.	1 Ea	18,100	18,100
Monitoring Well	1 Ea	6,200	6,200
New Manhole	2 Ea	7,000	14,000
Raise Rims on Exist Manholes	1 Ea	3,000	3,000
Cleanout-Grade	11 Ea	990.00	10,890
Storm			
Piping			
4"	100 LF	40.00	4,000
6"	1180 LF	47.00	55,460
8"	520 LF	56.00	29,120
12"	840 LF	104.00	87,360
Subsurface Piping 4"	240 LF	28.00	6,720
Sidewalk Channel	30 LF	32.00	960
Catch Basins	12 Ea	2,400	28,800
Area Drains	9 Ea	1,200	10,800
Landscape Drains	29 Ea	920.00	26,680
Connect to Exist Manholes	1 Ea	3,800	3,800
Connect to Exist Catch Basins	4 Ea	2,800	11,200
Connect to Downspouts	30 Ea	350.00	10,500
Connect to Piping	2 Ea	2,700	5,400
Connect to BioRetention	8 Ea	1,000	8,000

## Mechanical Utilities (Continued)

## Water

## Domestic Water

1/2"	20 LF	22.00	440
3"	360 LF	44.00	15,840
8"	40 LF	78.00	3,120

## Fire Water

4"	20 LF	65.00	1,300
6"	380 LF	72.00	27,360
8"	130 LF	102.00	13,260
Irrigation 2"	20 LF	36.00	720

## Dbl. Alarm &amp; Check 6"

1 Ea	12,000	12,000
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## RPBFP

2"	1 Ea	1,360	1,360
3"	1 Ea	2,760	2,760
8"	1 Ea	4,810	4,810

## Valves

1/2" w/Box	1 Ea	440.00	440
2" w/Box	3 Ea	550.00	1,650
3"	2 Ea	1,150	2,300
6" w/Box	2 Ea	1,850	3,700
8" w/Box	2 Ea	2,225	4,450
12" w/Box	2 Ea	3,375	6,750

## Digital Water Meter w/ Vault

2"	1 Ea	4,680	4,680
3"	1 Ea	6,060	6,060

## Trap primer w/box

1 Ea	935.00	935
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## PIV

1 Ea	3,200	3,200
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## Fire Dept Connection

1 Ea	2,900	2,900
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## Fire Hydrants

2 Ea	4,200	8,400
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## Thrust Block

26 Ea	350.00	9,100
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## Connect to Exist Pipe 8"(12")

1 Ea	8,500	8,500
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## Cap Exist FW Pipe

1 Ea	1,730	1,730
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## Gas System

1 LS		7,500
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## Demolition of Existing

Pipe	1900 LF	15.00	28,500
MH/CB/DI	13 Ea	975.00	12,675
AD/SS/CO	17 Ea	475.00	8,075
BFP/FDC/Irr box/WM	13 Ea	300.00	3,900
Hose Bibbs	5 Ea	200.00	1,000

## Misc. Relocations

1 LS		20,000
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## Cap Exist Piping

15 Ea	500.00	7,500
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## Adjust Structures to Grade

5 Ea	1,000	5,000
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## Cut/Patch/Clean-Up

1 LS		12,500
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## Cut/Patch/Clean-Up - Street

1 LS		5,000
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## Potholing

1 LS		15,000
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## Crossovers/Shut-Downs

1 LS		15,000
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## Protect Exist Utilities

1 LS		7,500
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## Test &amp; Clean

1 LS		7,500
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## Miscellaneous Accessories

1 LS		15,000
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## Electrical Utilities

## Power - Joint Trench

## Feeders - Pathway w/ no Cable

Primary	200 LF	110.00	22,000
Secondary	700 LF	85.00	59,500
Site Equipment Conduit & Wiring	400 LF	85.00	34,000
Manholes	2 Ea	5,000	10,000
Handholes	4 Ea	1,500	6,000
Transformer & Pad	1 LS		30,000
Connect to Existing	2 Ea	12,000	24,000

## Communications

Feeders - Joint Trench per C4.1	700 LF	90.00	63,000
Feeders - per TN1.0	1000 LF	125.00	125,000
Pull Boxes	3 Ea	2,000	6,000
Site Connections	1 LS		10,000
Connect to Existing	2 Ea	8,000	16,000

## Site Distribution for Power &amp; Lighting

Courtyard Distribution for Power & Comms	2800 LF	25.00	70,000
Miscellaneous Accessories	600 LF	23.00	13,800
	1 LS		15,000

## Total 13.0 Site Utilities

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 \$1,241,425

## 14.0 Sitework Finish

## Onsite

## Paving

Concrete - Type P1	22970 SF	20.00	\$459,400
Concrete - Type P2	4000 SF	23.50	94,000
Concrete - Type P3	4790 SF	15.00	71,850
Premium for Structural Paving at Entry	2000 SF	10.00	20,000

## Soft Surface at Kinder Play

Included in Alternates

Sand at Kinder Play	180 SF	20.00	3,600
Tactile Warning Surface	250 SF	32.00	8,000
DG Paving	None		

Edging	1810 LF	18.00	32,580
Bocce Surface	1540 SF	8.00	12,320
Curbs at Bocce	345 LF	40.00	13,800
Curbs at Sand	100 LF	32.00	3,200

## Planted Areas Including Soil Prep

Bio-retention	8486 SF	22.00	186,692
Bioswale	None		
Sod at Kinder Play	1060 SF	5.00	5,300
Hydroseeding at East & North	21035 SF	2.00	42,070
Planted Areas			
1 Gal	2215 Ea	50.00	110,750
5 Gal	810 Ea	120.00	97,200
15 Gal	9 Ea	350.00	3,150
Mulch	24755 SF	2.00	49,510

## Trees

36" Box	11 Ea	1,200	13,200
24" Box	48 Ea	700.00	33,600
15 Gal	None		

Onsite (Continued)			
Irrigation	33241 SF	3.60	119,668
Soil Amendment	54100 SF	1.50	81,150
Tree Removal	100 Ea	400.00	40,000
Tree Protection	54 Ea	500.00	27,000
Site Structures			
Foundations	22 CY	750.00	16,500
Misc Pads & Curbs	1 LS		15,000
Courtyard Enclosures			
Kinder	None		
Community Room			
Fence Section	Included in Alternates		
Gates - Double	Included in Alternates		
Gate - Single	Included in Alternates		
Foundations	Included in Alternates		
Enclosures at Other Patios	None		
Boulders at Courtyard & Kinder	20 Ea	800.00	16,000
Stepping Stones	None		
Shading at Bocce			
Foundations	15 Ea	700.00	10,500
Posts	15 Ea	800.00	12,000
Framing	1272 SF	28.50	36,252
Roof Deck	1272 SF	17.00	21,624
Lighting	None		
Stone Channel			
Earthwork	24 CY	65.00	1,560
Slab on Grade	None		
Steel Edge	150 LF	27.00	4,050
Conc Curb / Thickening	180 LF	24.00	4,320
Filter Fabric	550 SF	5.00	2,750
Stone 12"	400 SF	12.00	4,800
Retaining Walls	None		
Concrete Stairs at North	None		
Stem Walls & Foundations	60 SF	80.00	4,800
Railings	16 LF	200.00	3,200
Other Sitework			
Drinking Fountain	Included in Alternates		
Trash Receptacles (3 Bin Set) - 4 Ea	By Owner		
Picnic Tables w/ Seating	4 Ea	11,000	44,000
Seating			
8' Wood Benches	20 Ea	3,700	74,000
Concrete Seat Walls	53 LF	700.00	37,100
Log Seating - Reclaimed Wood	Included in Alternates		
Outdoor Tables & Chairs	By Owner		
Skatestoppers at Seat Walls	None		
Bollards			
Fixed	8 Ea	2,000	16,000
Removable	4 Ea	3,600	14,400
Bicycle Racks	25 Ea	1,100	27,500
Flagpole	1 Ea	7,000	7,000
Green Screen	100 SF	50.00	5,000



## Onsite (Continued)

Natural Play Area	None		
Play Equipment at Kinder	Included in Alternates		
Water Play at Kinder	Allow		30,000
Signage	Included in Div 10.0 Built in Equipment		
Site Power	Included in Div 13.0 Site Utilities		

## Site Lighting

## Fixtures

Type S2	None		
Type S3	2 Ea	10,000	20,000
Type S5	4 Ea	10,000	40,000
Type S5a	5 Ea	8,550	42,750
Type S6 Catenary	Included in Alternates		
Type W7	55 Ea	625.00	34,375
Type G1	14 Ea	3,000	42,000
Type G2	11 Ea	675.00	7,425
Type G3	17 Ea	3,000	51,000
Lighting at Signage	1 LS		5,000
Controls	1 LS		25,000
Conduit & Wire	Included in Div 13.0 Site Utilities		

## Parking

## Paving

Concrete - Type P1	None		
Concrete - Type P3	7930 SF	15.00	118,950
AC Paving	56360 SF	7.50	422,700
DG Paving	105 SF	12.00	1,260
Metal Edging	None		
Curbs	3610 LF	20.00	72,200
Curb & Gutter	800 LF	26.00	20,800
Valley Gutter	90 LF	22.00	1,980
Channel Gutter	60 LF	22.00	1,320
Striping	1 LS		7,500

## Planted Areas Including Soil Prep

## Planting

Bioswale	None		
Bioretention	None		
1 Gal	740 Ea	50.00	37,000
5 Gal	224 Ea	120.00	26,880
15 Gal	18 Ea	350.00	6,300
Mulch Strip at West	215 LF	25.00	5,375
Mulch	13200 SF	2.00	26,400

## Trees

48" Box	None		
36" Box	None		
24" Box	23 Ea	700.00	16,100
15 Gal	None		
Irrigation	13200 SF	3.50	46,200
Soil Amendment	13200 SF	1.50	19,800

## Parking (Continued)

## Other Sitework

Basketball Court	Included in Alternates		
Retaining Walls	None		
Signage	Included in Div 10.0		
Site Power	Included in Div 13.0		
EV Charging Stations	4 Ea	17,000	68,000
Bollards	4 Ea	2,000	8,000

## Site Lighting

## Fixtures

Type S3	1 Ea	10,000	10,000
Type S3a	5 Ea	8,550	42,750
Type S5	9 Ea	10,000	90,000
Type S5a	None		

## Controls

Included in Building Sitework Lighting Above

## Conduit &amp; Wire

Included in Div 13.0

## Connector

Included in Alternates

Total 14.0 Sitework Finish

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 \$3,253,461

**Los Altos Community Center  
90% Construction Documents Estimate**

**Alternates**

1.0	Provide Basketball / Pickleball Court & Associated Sitework	156,248
2.0	Provide Catenary Light System at Courtyard	53,000
3.0	Add Shade Sail at Kinderprep	63,070
4.0	Add Café Equipment & Security Grille to Scope of Work	106,000
5.0	Increase Quantity of AFP (Base Estimate has 50% of BOD)	73,267
6.0	Add Smart Glass at East & West Side of Lobby	155,820
7.0	Provide Standing Seam Metal Roof in Lieu of Comp Shingle	514,418
8.0	Connector	279,458
9.0	Add Skylights	
	8a - North Lobby & Community Room	83,422
	8b - MP1 & Seniors	38,690
10.0	Provide PV Panels	
	12b - Maximize Roof Area	946,050
11.0	Provide Rough in for 11 EV Charging Stations	20,988
12.0	Provide Community Room Terrace Enclosure	71,009
13.0	Provide Kinder Play Equipment & Surfacing	97,308
14.0	Provide BioRetention Street Treatment	32,283



Day/Time	MP-1	MP-2	MP-3	Art	Conference	Senior	Senior / MP-4	Teen	Movement	Kinder Prep	Community Room	Kitchen	Pickleball / Basketball	Bocce
<b>Saturday</b>														
9am - 11am			Chinese	Chickens						Chinese				
11am - 1pm														
1pm - 3pm														
3pm - 5pm														
5pm - 7pm														
7pm - 9pm														
<b>Sunday</b>														
9am - 11am														
11am - 1pm														
1pm - 3pm														
3pm - 5pm														
5pm - 7pm														
7pm - 9pm														
<b>LEGEND</b>														
On-going Los Altos Recreation Programs														
City of Los Altos Recreation Classes														
Mountain View Los Altos Adult Education														
Example of Summer Camp Space														



Day/Time	MP-1	MP-2	MP-3	Art	Conference	Senior	Senior/ MP-4	Teen	Movement	Kinder Prep	Community Room	Kitchen	Pickleball / Basketball	Bocce
<b>Saturday</b>														
9am - 11am			Chinese	Chickens						Chinese				
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5pm - 7pm														
7pm - 9pm														
<b>Sunday</b>														
9am - 11am														
11am - 1pm														
1pm - 3pm														
3pm - 5pm														
5pm - 7pm														
7pm - 9pm														
<b>LEGEND</b>														
<b>On-going Los Altos Recreation Programs</b>														
<b>City of Los Altos Recreation Classes</b>														
<b>Mountain View Los Altos Adult Education</b>														



## STUDY SESSION

### Agenda Item # 2

## PUBLIC CORRESPONDENCE

**Meeting Date:** March 12, 2019

**Subject:** Community Center update

The following is public correspondence received by the City Clerk's Office after the posting of the original agenda. Individual contact information has been redacted for privacy. This may *not* be a comprehensive collection of the public correspondence, but staff makes its best effort to include all correspondence received to date.

To send correspondence to the City Council, please email [Council@LosAltosCA.gov](mailto:Council@LosAltosCA.gov).



**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: Community center project  
**Date:** Monday, March 11, 2019 3:48:46 PM

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-----Original Message-----

From: Karen Bonke <>  
Sent: Thursday, March 07, 2019 8:18 AM  
To: City Council <council@losaltosca.gov>  
Subject: Community center project

This future project has been studied to “death.” The 18 months only represents the most recent effort!

There has been citizen and architectural involvement from the beginning.

The recent issues brought up by latest council members “bang for the buck, future use and rethinking capacity” aren’t real issues at all. They are not specific enough to warrant redesign costs and delays. There will always be differences of opinion and I feel we must go forward with the present plans and schedule.

Citizens are losing hope in the capacity of the city council members to EVER initiate this much needed project.

Karen Bonke

Sent from my iPad

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: Community Center  
**Date:** Monday, March 11, 2019 3:49:09 PM

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-----Original Message-----

From: Marilyn Henderson <>  
Sent: Wednesday, March 06, 2019 3:11 PM  
To: City Council <council@losaltosca.gov>  
Subject: Community Center

YES! Let's get going on building the community center as planned!!!!

We need to plan for parking spaces!!! We also need to be aware that parking for the Museum will be severely impacted!

Marilyn Henderson, Past Pres.  
Los Also History Museum

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: Community Center  
**Date:** Monday, March 11, 2019 3:47:19 PM

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-----Original Message-----

From: Richard Probst <>  
Sent: Friday, March 08, 2019 4:47 PM  
To: City Council <council@losaltosca.gov>  
Subject: Community Center

Please move ahead with the plans for the new Community Center without delay. We do not need to re-consider the decisions that have already been made.

Build it!

Best,  
—Richard Probst

Los Altos CA 94024

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: Community Center  
**Date:** Monday, March 11, 2019 3:47:11 PM

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-----Original Message-----

From: King Lear <>  
Sent: Saturday, March 09, 2019 2:50 PM  
To: City Council <council@losaltosca.gov>  
Subject: Community Center

Dear Mayor and Members of the City Council:

Now that I am 80, I look back on my life and I really appreciate the larger accomplishments that I participated in and in many cases led. For those accomplishments that happened while I was on the city council, most had opposition from “neighbors”. Pessimists and those whose fear of failure is greater than their vision of success do not achieve much, have less to look back on.

One must weigh the long term benefits to the general public against the short term inconveniences for small groups. The general public has trust in the city council. They generally do not show up. The smaller groups tend to be angry and are in your face. But the city council is elected by and for all 28,000 of us. The only people chosen to represent us are the five of you.

Now you may be worried about the future economy and the impact of a global market crash on city finances. I appreciate that. I ran the Neutra House project from late 2005 to completion in July 2008. No one was donating to our project in late 2008 as global financial markets were crashing. We had about \$250K of debt. But that debt has been paid down to \$25K and the Neutra House is a great success benefitting our community. The neighbors hated the project until it was completed and now it is well-liked.

I urge you to not change or stop the new Hillview Community Center project. This is THE major accomplishment of the last three or four councils. The positive impact will be felt for many decades by present and future Los Altos residents. And current residents will feel that they have competent and wise representatives.

Regards, King Lear

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: Complete the Community Center  
**Date:** Monday, March 11, 2019 3:48:33 PM

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-----Original Message-----

From: Cathy Lazarus <>  
Sent: Thursday, March 07, 2019 9:24 AM  
To: City Council <council@losaltosca.gov>  
Cc: Chris Jordan <cjordan@losaltosca.gov>  
Subject: Complete the Community Center

Honorable City Council,

As a member of the Community Center Task Force I was honored to serve my City in developing the design ideas and program to replace the end of life Hillview Center. I and my Task Force colleagues spent hours visiting other centers, talking about different designs and site configurations and listened to seniors, youth and the broad spectrum of residents tell us their desires for the first new civic facility in a generation.

We struggled with the budget constraints and worried about inflation limiting our ability to recommend a project to the city council that met programming requirements and reflected the hopes and values of the many residents who participated in the process. We wanted a facility that the city could be proud of, looked to the future, allowed expansion when needed, minimized neighbor impact and could be achieved within budget. This collective effort met the project goals and objectives that were given to us by the City Council.

I urge the City Council to get this project to bid and construction quickly. We are racing an inflationary environment where contractors are very busy. Revisiting past good faith decisions will increase design cost and possible savings could be outpaced by inflation. Time is money in this case.

Let us demonstrate that as a City we can actually get something done and give our citizens a facility they deserve.

Unfortunately I am away and cannot attend you discussion on March 12.

Cathy R. Lazarus

Los Altos, 94024

Sent from my iPad

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: Delaying the Hillview Community Center  
**Date:** Monday, March 11, 2019 3:49:27 PM

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-----Original Message-----

From: Deborah Probst <>  
Sent: Wednesday, March 06, 2019 2:41 PM  
To: City Council <council@losaltosca.gov>  
Subject: Delaying the Hillview Community Center

Dear Council,

Please do not delay implementing the Hillview Community Center plans.

As a Los Altos resident, I use the facility for several different classes, and it is sorely in need of updating! The time for evaluation & discussion has ended - please allow the work to proceed.

Thank you.

Deborah Probst

Los Altos

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: Hillview -- Thoughts From a Former Member of the Task Force  
**Date:** Monday, March 11, 2019 3:47:03 PM  
**Attachments:** [Hillview-CityCouncilLetter.pdf](#)

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**From:** Stuart Klein <>  
**Sent:** Saturday, March 09, 2019 5:01 PM  
**To:** City Council <council@losaltosca.gov>  
**Cc:** Lynette Lee Eng <lleeeng@losaltosca.gov>; Jan Pepper <jpepper@losaltosca.gov>; Jeannie Bruins <jbruins@losaltosca.gov>; Anita Enander <aenander@losaltosca.gov>; Neysa Fligor <nfligor@losaltosca.gov>; Chris Jordan <cjordan@losaltosca.gov>; Claudia Coleman <>; Stuart Klein <>  
**Subject:** Hillview -- Thoughts From a Former Member of the Task Force

**Honorable City Council Members,**

**I read in the Town Crier that the new City Council recently voiced some concerns about the Hillview Project.**

**Attached as a pdf are my brief responses to the questions of (1) Bang for the Buck, (2) Programming Capacity, and (3) Future Expansion.**

**Thanks for asking important questions and considering my answers.**

**Respectfully,  
Stuart L Klein  
Former Member  
Hillview Community Center Project Task Force**

--

Stuart L. Klein, Esq.

Los Altos, CA  
94022 March 9, 2019

Dear Honorable City Council,

As a former member of the Hillview Community Center Project Task Force, and as the former Site Committee Chair of the Oshman Family Jewish Community Center in Palo Alto, I would like to briefly respond to some of the concerns recently expressed by City Council members regarding the Hillview Community Center project:

### **1. Not Enough Bang for the Buck**

We could have designed a cheaper community center, but in my opinion few Los Altans would have been satisfied with a bland, boxy, cheap building. Please consider:

*(a) Design Quality* – Residents consistently told the Task Force they wanted a building they could be proud of, that embodied community values such as environmentally-sensitive, high-quality, technology-forward, and a stimulating design. These are not low-cost requests.

*(b) Site Work* – Placing the center near the library, museum, and theater creates a vibrant communal cluster. However, the new site also incurs costs (*e.g.*, re-configured parking lot).

*(c) Capital versus Operating Costs* – Sometimes a cheaper material is not really cheaper because it requires more maintenance or fails sooner. The better approach is to consider the “lifetime cost of ownership” which means sometimes it is cheaper to pay more up front for an item and save money down the road. The Task Force encouraged the architects to take this approach.

*(d) Cost of Construction* – There is so much building in Silicon Valley and north (San Francisco, Santa Rosa, Paradise, etc.), construction costs are high and rising. There is no relief in sight.

### **2. Current Programming Capacity**

As a former elementary school, the existing building uses space inefficiently.

For example: (1) a large amount of space is used for storage and (2) rooms cannot be subdivided, so a class with only 5-10 participants occupies an entire large classroom.

In the proposed design, great care went in to designing a variety of spaces that can accommodate a variety of different uses. Certainly you should verify that existing programming fits in the proposed building; but more efficient design explains why new Hillview offers more program capacity even though new Hillview has 5,000 fewer square feet.

Lastly, and somewhat counter-intuitively, it is better for a community center to be a little bit on the small side. A community center should exude vitality and activity and should maximize users seeing other users. It should not feel cavernous, empty, or low-energy.



### **3. Future Flexibility and Expansion**

Much thought went in to this issue – no one wants to build a white elephant!

*(a) Programming Flexibility* – Great care was taken to maximize “flexible” space and to minimize “dedicated” space. (For example, a kitchen is dedicated space because it cannot be used for any other purpose.) Thus a room that is used from 9AM-3PM for seniors can be re-configured for use by teens after school, and re-configured again for night classes. Efficient!

As programming needs evolve over the years, the vast majority of the space in the new design is flexible enough to evolve. Noll & Tam were chosen primarily for their deep expertise designing community centers, and the Task Force pushed them very hard to design flexible spaces.

*(b) Expansion Space* – The existing design already anticipates room for a 10,000 sf expansion which would bring the total size to 30,000 sf.

If there is desire in the coming years/decades to expand beyond 30,000 sf, there are several potential expansion sites: (1) the baseball field area (the field does not meet Little League size requirements), (2) the parking lot (build underground parking), (3) the theater area, and (4) the soccer field. Or a second community center can be built elsewhere in Los Altos.

Finally, two-stories is problematic. The structure must be sturdier so it will cost more. Much interior space is lost to elevators and stairways. Little community center programming works well on a second floor. And second-story space is not consistent with the indoor-outdoor experience so many residents requested. The Task Force looked closely and chose one-story.

### **Conclusion**

The concerns raised by City Council are important and reasonable. Fortunately, the Task Force, the architects, and City Staff actively considered these issues carefully and deeply, and they are more than adequately addressed in the current design.

Admittedly, no design is perfect. But the current design is very, very good.

I respectfully urge the City Council to move forward with the proposed project as is. Don't let the “perfect” be the enemy of the “very good.”

Thank you for considering my comments.

Stuart L. Klein  
Former Member  
Hillview Community Center Project Task Force

Cc: Claudia Coleman  
Chris Jordan

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: Hillview - you are right to look closely and demand answers  
**Date:** Monday, March 11, 2019 3:52:10 PM

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**From:** Chris Jordan  
**Sent:** Monday, March 11, 2019 3:50 PM  
**To:** Sara L. Breckenridge <>  
**Subject:** FW: Hillview - you are right to look closely and demand answers

**From:** Mark Boennighausen <>  
**Sent:** Wednesday, March 06, 2019 12:46 PM  
**To:** City Council <[council@losaltosca.gov](mailto:council@losaltosca.gov)>  
**Subject:** Hillview - you are right to look closely and demand answers

Hillview is a large capital project. It is being funded by my tax dollars and others in the community. The council is right to not accept blindly decisions made by previous councils. I was always in favor of a public-private partnership for financing but that was never adopted and it was decided to go build this project with City reserves after a bond measure massively failed. Los Altos does not have a good record of managing its real estate assets -- look at City Hall, the police station, its parks and recreation facilities (such as they are). So I encourage current council members to look very closely at this project and resist the desire to simply plow ahead.

Mark Boennighausen

Los Altos, CA 94024

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: Hillview Community Center Project  
**Date:** Monday, March 11, 2019 3:49:48 PM

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-----Original Message-----

From: Tracie Murray <>  
Sent: Wednesday, March 06, 2019 1:11 PM  
To: City Council <council@losaltosca.gov>  
Subject: Hillview Community Center Project

Dear Los Altos City Council,

As part of the Hillview Community Center Design Development Work Group, I have spent many hours reviewing, debating, calculating and working on the Hillview Community Center. I was the representative from the LA/LAH Senior Commission and was asked to participate in order to have consideration in respect to the needs of the seniors in the community. We took over where the Hillview Task Force left off. We have held numerous meetings in order to gain community input and work with the suggestions of the community, the Council and with the input of the Recreation Department.

I would like for the current Council to have consideration for the previous Council's decisions and guidance on this project. There has been a great deal of community time and effort devoted to the project and I believe it should move forward.

I encourage the Council to allow this project to go ahead and let our Community Center be built!

Sincerely,

Tracie Murray, JD, NHA

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: New Community Center  
**Date:** Monday, March 11, 2019 3:49:39 PM

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-----Original Message-----

From: Carl Swirsding <>  
Sent: Wednesday, March 06, 2019 1:42 PM  
To: City Council <council@losaltosca.gov>  
Subject: New Community Center

Dear Los Altos City Council,

My wife and I moved to Los Altos 36 years ago in 1983. It is a lovely town and was great for our kids growing up. But recently the new City Council has started questioning the design of the New Community Center. Please, please, review the years and years of community out reach efforts, the design process, and community involvement that occurred before you were elected. This is not the time to question all of this hard work. This is not the time to spend more money reviewing the plans. What the community needs is consistency and follow through. It is time to proceed with construction with the current approved plans.

Kind regards,

Carl and JoAnne Swirsding

Los Altos, CA 94024

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: New Community Center  
**Date:** Monday, March 11, 2019 3:49:00 PM

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**From:** Ellen Akerlund-Gonella <>  
**Sent:** Wednesday, March 06, 2019 7:37 PM  
**To:** City Council <council@losaltosca.gov>  
**Subject:** New Community Center

Please, please do NOT continue to TALK about the new community center! Let it continue as planned. NO MORE DELAYS!  
We have waited long enough for this to start! Any delays would just increase the cost, and all the money is allotted.

Be the council that DOES something.

Ellen Gonella

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: Please move forward with the Community Center Project  
**Date:** Monday, March 11, 2019 3:51:28 PM

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**From:** Claudia Coleman <>  
**Sent:** Sunday, March 10, 2019 8:51 PM  
**To:** City Council <council@losaltosca.gov>  
**Cc:** Chris Jordan <cjordan@losaltosca.gov>  
**Subject:** Please move forward with the Community Center Project

Honorable City Council Members

As a member and Chairperson of the Hillview Community Center Task Force as well as member of the Design Development Work Group, I have been following the progress of the Community Center closely. Since January there have been discussions and personal concerns expressed by Council Members about the architectural design elements and whether there is enough space to facilitate program needs.

It's difficult to see lack of support and basic design concerns by City leadership this late in the process when it is universally understood the financial impact of delaying the project. More importantly, this exhibits a disappointing lack of consideration in not honoring the process that was approved by the previous City Council and deliverable by the appointed Task Force members who operated under the Brown Act rules. During Council updates, not one resident pushed back or gave a negative public comment about the design which captured the indoor/outdoor experience expressed at many of the Task Force meetings.

The Task Force had many public sessions about the design layout and how it would accommodate current and future programs. City staff was more than satisfied the needs could be satisfied by showing how classes would be managed through the flexibility of space. We minimized dedicated space to accommodate change allowing the Community Center to remain relevant with its program offerings.

I urge you to keep the Community Center Development process moving forward. The design is a reflection of many hours of community conversations and community input for a project that could have been highly charged and polarizing .... but wasn't. We have a plan, please let the City work the plan so we can all realize the benefits of a beautifully crafted Community Center and gathering spot.

Claudia Coleman

Los Altos, 94022

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: the NEW community center  
**Date:** Monday, March 11, 2019 3:49:20 PM

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**From:** Liz Nyberg <>  
**Sent:** Wednesday, March 06, 2019 2:19 PM  
**To:** City Council <council@losaltosca.gov>  
**Subject:** the NEW community center

Hi All,

Please, please do not delay the start of construction on this most important new building for our residents. The old Hillview is literally rotting away before our eyes. The city wanted to do a bandaid repair job at least 15 years ago costing \$1 million. People said do not waste this money, rather build a new one better designed for the 21st century.

We now have that design, and two of you voted for it just several months ago, along with the other 3 council members. The majority of residents want this desperately. Please serve your residents and move forward to endorse what has already been approved.

Thank you,  
Liz Nyberg

**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** FW: Up Coming Council Meet  
**Date:** Monday, March 11, 2019 3:50:23 PM

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-----Original Message-----

From: Bart Nelson <>  
Sent: Tuesday, March 05, 2019 5:01 PM  
To: City Council <council@losaltosca.gov>  
Subject: Up Coming Council Meet

Los Altos City Council

On March 12th, the Council will be discussing the Community Center Project Status and will have an opportunity to demonstrate leadership to move this highly studied and discussed project forward. I encourage you to do so. Having been a life long community member and having run a 78 year family business in Los Altos has provided me with a close and intimate relationship with our community. Over the years, my sense of a Council criticism has been the lack of action (best practice) and the excessive study expenses with no action taken. Please do not repeat years of inaction. Our community deserves a Community Center that is modern and has been studied with recommendations to move forward. Form follows function and our community deserves a new Community Center.

Best Regards in Governing,

Bart Nelson

Los Altos, Ca 94022



**From:** [Chris Jordan](#)  
**To:** [Sarah M. Henricks](#)  
**Subject:** Fwd: FW: Community Center Update  
**Date:** Monday, March 11, 2019 4:00:07 PM

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**From:** Sue Russell <[daveandsuerussell@sbcglobal.net](mailto:daveandsuerussell@sbcglobal.net)>  
**Sent:** Friday, March 08, 2019 4:01 PM  
**To:** Jan Pepper <[jpepper@losaltosca.gov](mailto:jpepper@losaltosca.gov)>; Neysa Fligor <[nfligor@losaltosca.gov](mailto:nfligor@losaltosca.gov)>; Lynette Lee Eng <[lleeeng@losaltosca.gov](mailto:lleeeng@losaltosca.gov)>; Anita Enander <[aenander@losaltosca.gov](mailto:aenander@losaltosca.gov)>; Jeannie Bruins <[jbruins@losaltosca.gov](mailto:jbruins@losaltosca.gov)>  
**Cc:** Chris Jordan <[cjordan@losaltosca.gov](mailto:cjordan@losaltosca.gov)>; Jon Maginot <[JMaginot@losaltosca.gov](mailto:JMaginot@losaltosca.gov)>  
**Subject:** Community Center Update

Mayor Lee Eng and Members of the City Council:

Re: Agenda Item #2, City Council Meeting March 12<sup>th</sup> – Community Center Update

Dear Mayor Lee Eng and City Councilmembers

My husband and I are writing to voice our concern with potential delays to the Community Center project. The editorial in the March 6<sup>th</sup> Town Crier expressed our sentiments very well. This has been a long and careful process, with considerable citizen input, as well as input from the Council. It is time to move forward.

We have been pleased with the work of the well-balanced Task Force and the Design Development Working Group. These participants worked very hard on planning the community center to meet budget constraints as well as programming requirements. We commend the work of the design team at Noll and Tam for their responsiveness in coming up with a design that met the City goals. There has been ample opportunity for input from all.

A delay at this point to change the plans will only make the project cost more. We are in an inflationary time for construction, with costs going up constantly. We were pleased that the Council voted unanimously to approve the design in September 2018. We urge the Council to proceed without asking for design changes that have not already been incorporated as alternatives. There is adequate space on the east side of the site identified for future building expansion. We have lived in Los Altos for over 40 years and think it is time for a new Community Center to replace Hillview.

Sincerely,  
Dave and Sue Russell



## DISCUSSION CALENDAR

### Agenda Item # 3

### AGENDA REPORT SUMMARY

**Meeting Date:** March 12, 2019

**Subject:** City Council 2019 Strategic Priorities

**Prepared by:** Chris Jordan, City Manager

**Attachment(s):**

1. City Council Draft Strategic Priorities

**Initiated by:**

City Council

**Previous Council Consideration:**

City Council Retreat, January 18-19 and January 27, 2019

**Fiscal Impact:**

Currently unknown

**Environmental Review:**

Not Applicable

**Policy Question(s) for Council Consideration:**

- Do the attached City Council Priorities and goal statements accurately reflect the Council's objectives for 2019?

**Summary:**

- The City Council met in a retreat format on three days in January 2019 to discuss their goals and objectives
- Staff has taken what was discussed and drafted the attached goal statements and priorities

**Staff Recommendation:**

The City Council should review the attached draft document, amend it as necessary, and either adopt the list of Strategic Priorities or request additional changes



**Subject:** City Council 2019 Strategic Priorities

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### **Purpose**

The City Council is asked to adopt its Strategic Priorities for 2019.

### **Background**

Annually, the Los Altos City Council meets in a retreat format for a facilitated discussion of shared vision, goals and objectives. Based on the January 2019 City Council discussions, staff has drafted the attached list of Strategic Priorities for Council review, amendment, and adoption.

Many of the goals include educational study sessions prior to the Council committing to a course of action. Staff has tentatively scheduled the following study sessions over the next few months:

- March 12: Community Center Status
- March 26: Capital Improvement Program/Community Facilities
- April 9: Housing Accountability Act and Density Bonus Law
- April 23: Master Fees and Cost Recovery Analysis
- May 14: 2019-2021 Budget and 10-year Financial Forecast
- May 28: Blach Neighborhood Traffic (scheduled for Blach Intermediate School)

Other topics to be scheduled include: Downtown Vision Implementation Plan, Housing Impact / In-lieu Fees, Traffic Impact Fees, General Plan Update, and Safe Routes to Schools Update.

### **Recommendation**

Review and amend, as necessary, the attached draft City Council Strategic Priorities for 2019. The Council should adopt the priorities after final consideration.

### Downtown

Support changes to the Downtown that increase the area's economic vitality and vibrancy while maintaining the village character

- Review the Downtown Vision Implementation Plan
- Determine next steps for Downtown Vision and provide direction to staff on next steps
- Consider potential housing options on City property Downtown

### Community Center

By December 2020, have a new community center at Hillview

- Hold a study session to review the project and better understand expansion options for the site and future programming of the community center
- Begin construction of new community center
- Explore options and gauge community support for a swim center

### Land Use/Housing

Consider changes to the City's Land Use regulations to plan for future uses and growth while maintaining the semi-rural character of the community and to provide opportunities for all types of housing

#### *Land Use*

- Hold a study session on the current CT Zone standards and explore advantages of a specific plan for El Camino Real vs. zoning amendments for the CT Zone
- Review the Sherwood Specific Plan and provide direction as needed
- Review what conditions can be placed upon developments
- Provide Land Use 101 training for Commissions involved in land use decisions
- Identify and review elements of the General Plan which are in need of updating

#### *Housing*

- Hold a study session to learn more about the Housing Accountability Act and Density Bonus
- Adopt amendments to Density Bonus ordinance
- Hold a study session on Housing Impact Fees and Housing In-lieu Fees and potential uses of funds
- Explore potential options for workforce/affordable housing on City property
  - Determine interest for workforce housing and what type of units
- Explore ways to incentivize construction of rental units
- Review RHNA allocations and timelines to meet requirements

### Facilities/Infrastructure

Continue to fund and prioritize improvements to the City's facilities and infrastructure to improve pride in the community's assets

- Review facilities assessment reports and prioritize funding within the Capital Improvement Plan to address facility and infrastructure needs
- Determine the City's commitment to the library redevelopment project
- Work to improve the City's PCI rating to 75 by 2026

### Traffic Safety

Take steps to improve traffic/pedestrian and bicycle safety throughout the City with a specific focus on safe routes to schools

- Prioritize safe routes to schools projects
- Increase community outreach for traffic projects
- Explore possibilities for school busing program
- Review Blach Neighborhood Traffic Plan and determine next steps for traffic management around Blach Intermediate School

### Process Changes

Consider changes to processes that will maintain the high quality of life within the City and resident satisfaction with City services

- Consider recommendations from Open Government Committee
- Explore potential City/MVLA Committee
- Adopt amendments to Council Norms and Procedures and the Commission and Committee Handbook

### Building Community

Foster opportunities to increase the sense of community within individual neighborhoods and provide better neighborhood self-reliance in the event of an emergency

- Receive an update on established Neighborhood Watch and Block Action Team programs
- Promote and encourage development of Neighborhood Watch and Block Action Team programs
- Receive an update on the City's Emergency Preparedness Program
- Encourage residents to connect via NextDoor and other social media tools to foster and strengthen neighborhood connections

### Environmental

Continue to be a leader for the region in advancing initiatives which promote environmental awareness

- Explore an ordinance banning the disbursement of single-use plastic straws within the City
- Adopt the Green Building Reach Codes being developed by SVCE
- Install additional hydration stations within City parks
- Begin the update to the Climate Action Plan



**PUBLIC HEARING**

**Agenda Item # 4**

**AGENDA REPORT SUMMARY**

**Meeting Date:** March 12, 2019

**Subject:** Consideration of Amendments to the City's Medical and Adult-Use Cannabis Regulations

**Prepared by:** Eliana Hassan, Assistant Planner

**Reviewed by:** Jon Biggs, Community Development Director

**Approved by:** Chris Jordan, City Manager

**Attachment(s):**

1. Draft Medical and Adult-Use Cannabis Regulations Amendment Ordinance
2. Planning Commission Meeting Minutes, January 17, 2019
3. Planning Commission Agenda Report, January 17, 2019

**Initiated by:**

City Council

**Previous Council Consideration:**

October 9, 2018

**Fiscal Impact:**

None

**Environmental Review:**

This Ordinance is exempt from environmental review pursuant to Section 15061(b)(3) of the California Environmental Quality Act ("CEQA") Guidelines. The Ordinance is not a project within the meaning of Section 15378 of the CEQA Guidelines because it has no potential for resulting in physical changes in the environment, directly or indirectly.

**Policy Question(s) for Council Consideration:**

- Does the City Council wish to impose stricter controls on indoor cultivation of cannabis for personal use in Los Altos?

**Summary:**

- Amendments to the City's Medical and Adult-Use Cannabis Regulations (Los Altos Municipal Code Chapter 14.82) that would provide for stricter controls on indoor cultivation of cannabis for personal use were drafted in response to concerns about impacts on adjacent properties
- The Planning Commission held a public hearing to consider the amendments and voted to recommend against stricter controls on the indoor cultivation of cannabis for personal use



**Subject:** Consideration of Amendments to the City's Medical and Adult-Use Cannabis Regulations

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**Planning Commission Recommendation:**

Do not amend the City's Medical and Adult-Use Cannabis Regulations to impose stricter controls on the indoor cultivation of cannabis for personal use



**Subject:** Consideration of Amendments to the City’s Medical and Adult-Use Cannabis Regulations

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### **Purpose**

This is a zoning ordinance amendment to establish stricter controls on indoor personal cannabis cultivation.

### **Background**

On October 9, 2018, the City Council voted to adopt Ordinance No. 2018-451, which prohibited all categories of commercial cannabis activity, prohibited outdoor cultivation of cannabis for personal use and imposed basic regulations on indoor personal cannabis cultivation. At time of adoption, and in response a member of the public expressing concerns that personal cannabis cultivation inside a greenhouse or other accessory structure could result in odor impacts to adjacent properties, the City Council directed staff to investigate stricter controls on indoor cultivation of cannabis to ensure that properties adjacent to such activities were not unduly impacted. Staff worked with the City Attorney’s office to draft amendments consistent and compatible with all applicable State legislation to address the concerns.

On January 17, 2019, the Planning Commission held a duly noticed public hearing to consider the proposed Code amendments to the City’s Medical and Adult-Use Cannabis Regulations. Following public comment and Commissioner discussion, the Commission voted unanimously to recommended to the City Council that no amendments be made to Los Altos Municipal Code Chapter 14.82 (Medical and Adult-Use Cannabis Regulations) due to insufficient data to support a need for the proposed changes. There are current regulations in place to address listed concerns. A copy of the draft Ordinance, the meeting minutes, and the agenda report are included as Attachments 1 through 3, respectively.

### **Discussion/Analysis**

The proposed amendments considered by the Planning Commission would require that any accessory structure used for cannabis cultivation have a minimum setback of 10-feet from any property line and would require that structures used to produce cannabis must have proper ventilation and air filtration to prevent or minimize odors from leaving the enclosure. If two or more people of normal sensitivity residing on adjacent or nearby properties filed complaints with the City within a 30-day period regarding the odor from the indoor cannabis cultivation, it could be deemed a public nuisance that is required to be resolved.

However, based on the Planning Commission’s review of the proposed amendments, it appears that the odor concerns raised by a member of the public could be addressed by enforcement of the existing regulations contained in Section 14.82.030, which require the cannabis cultivation to be located within a fully enclosed and secure structure. Thus, the Commission felt that the City should not impose stricter controls on indoor cannabis cultivation based on a single instance that could be remedied under the existing ordinance and the current nuisance abatement process, identified in





**Subject:** Consideration of Amendments to the City’s Medical and Adult-Use Cannabis Regulations

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Chapter 11.10 of the Municipal Code. Some Commissioners also expressed concern about requiring a setback of at least 10-feet, exceeding current setback standards for accessory structures, which require a minimum of five feet for structures over six feet in height (LAMC Section 14.15.020).

City enforcement under the nuisance abatement procedures requires a showing that the condition amounts to a public nuisance, rather than a private nuisance. Section 11.10.020 defines “public nuisance” as “a nuisance, which affects at the same time an entire community, neighborhood or any considerable number of persons, although the extent of the annoyance or damage inflicted upon individuals may be unequal.” Odor violations can be challenging to address because they are intermittent and difficult to objectively measure. The draft text defining when odor issues amount to a public nuisance may assist enforcement processes under Chapter 11.10 of the Municipal Code. If the Council desires to introduce and waive further reading of the proposed amendments, the draft ordinance is included as Attachment 1 of this agenda report.

### Options

- 1) Maintain the City’s existing Medical and Adult-Use Cannabis Regulations

**Advantages:** Avoids additional costs and restrictions on persons wishing to cultivate cannabis indoors for personal use

**Disadvantages:** None, as it appears that the existing regulations adequately address concerns related to odor impacts from the indoor cultivation of cannabis on adjacent and nearby properties. However, there may be potential enforcement challenges due to intermittent and subjective nature of odor violations

- 2) Amend the City’s Medical and Adult-Use Cannabis Regulations to establish stricter controls on indoor cannabis cultivation

**Advantages:** Adds stricter controls to avoid potential odor impacts from the indoor cultivation of cannabis

**Disadvantages:** Potentially higher costs to persons wishing to cultivate cannabis indoors for personal use

### Recommendation

The Planning Commission recommends Option 1.

**ORDINANCE NO. 2019- 455**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS,  
CALIFORNIA, AMENDING LOS ALTOS MUNICIPAL CODE, SECTION 14.82.030  
RELATED TO CULTIVATION OF CANNABIS FOR PERSONAL USE**

**WHEREAS**, the City of Los Altos, California (the “City”) is a municipal corporation, duly organized under the constitution and laws of the State of California; and

**WHEREAS**, the City of Los Altos initiated an application (18-CA-07) to amend Title 14 of the Los Altos Municipal Code pertaining to the cultivation of cannabis for personal use, referred herein as the “CA”; and

**WHEREAS**, California Proposition 64 (2016) legalized cultivation of not more than six living cannabis plants by persons 21 years of age or older for personal use; and

**WHEREAS**, Health and Safety Code Section 11362.2 provides that a city shall not completely prohibit, but that a city may enact and enforce reasonable regulations to regulate, personal cultivation of cannabis inside a private residence or inside an accessory structure to a private residence that is fully enclosed and secure; and

**WHEREAS**, the CA is in the best interest for the protection or promotion of the public health, safety, comfort, convenience, prosperity, or welfare and is in conformance with the Los Altos General Plan; and

**WHEREAS**, the CA was processed in accordance with the applicable provisions of the California Government Code and Chapter 14.86 of the Los Altos Municipal Code; and

**WHEREAS**, the Planning Commission held a duly noticed public hearing on the CA on January 17, 2019 and the City Council held a duly noticed public hearing on the CA on March 12, 2019; and

**WHEREAS**, the Los Altos City Council has reviewed all written evidence and oral testimony presented to date on this matter.

**NOW THEREFORE**, the City Council of the City of Los Altos does hereby ordain as follows:

**SECTION 1.** The City Council has duly considered the full record before it, which may include but is not limited to such things as the City staff report, testimony by staff and the public, and other materials and evidence submitted or provided to the City Council. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.

**SECTION 2. AMENDMENT TO LOS ALTOS MUNICIPAL CODE.** Los Altos Municipal Code, Section 14.82.030, entitled “Cultivation of Cannabis for Personal Use” is hereby amended as set forth below.

#### **14.82.030 - Cultivation of Cannabis for Personal Use.**

- A. Indoor Cultivation. The indoor cultivation of cannabis for personal use, including cannabis cultivation for personal medical use by a qualified patient or primary caregiver, is prohibited except in compliance with the following:
1. Cannabis cultivation shall only occur indoors at a private residence, or inside a legal accessory structure, located upon the grounds of a private residence.
  2. Cannabis cultivation shall be limited to six plants total per residence, whether immature or mature, regardless of how many residents reside at the private residence.
  3. Persons engaging in indoor cultivation must comply with all state and local laws regarding fire safety, water use, electrical wiring, buildings, and indoor cultivation, including without limitation, Health and Safety Code Sections 11362.1 and 11362.2.
  4. The use of gas products (CO<sub>2</sub>, butane, propane, natural gas, etc.) or generators for cultivation of cannabis is prohibited. Use of gas products shall be limited to those allowed by the California Building, Electrical, and Fire Codes as adopted and amended by the City of Los Altos.
  5. The residence shall maintain fully functional and usable kitchen, bathroom, and bedroom areas for their intended use by the resident(s), and the premises shall not be used primarily or exclusively for cannabis cultivation.
  6. All areas used for cannabis cultivation shall be located within a fully enclosed and secure structure. "Fully enclosed and secure structure" means a space within a building, greenhouse, or other legal structure which has a complete roof enclosure supported by connecting, enclosed walls extending from the ground to the roof, which is secure against unauthorized entry, provides complete visual screening, and which is accessible only through one or more lockable doors and inaccessible to minors.
  7. A fully enclosed and secure structure used for the cultivation of cannabis that is separate from the main residential structure on a premises must maintain a minimum setback of ten (10) feet from any property line.
  8. Any structure used for the cultivation of cannabis must have proper ventilation and air filtration to prevent mold damage and to prevent cannabis plant odors or particles from becoming a public nuisance. A public nuisance may be deemed to exist if the cultivation produces odors which are disturbing to two (2) or more people of normal sensitivity residing on adjacent or nearby property, and both complaints are reported to the city within a 30-day period.
- B. Outdoor Cultivation Prohibited. Outdoor cultivation of cannabis, including cannabis cultivation for personal medical use by a qualified patient or primary caregiver, personal adult-use, or commercial purposes, is prohibited in all zoning districts in the City of Los Altos.

**SECTION 3. CEQA.** This Ordinance is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act ("CEQA") Guidelines, because it has no potential for resulting in physical change in the environment, directly or indirectly. The City Council further finds, under CEQA Guidelines, Section 15061(b)(3), that this Ordinance is exempt from environmental review under the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The Ordinance would create additional regulations for indoor cultivation of cannabis to prevent odors, mold and impacts to the public. The City Council, therefore, directs that a Notice of Exemption be filed with the County Clerk of the County of Santa Clara in accordance with CEQA Guidelines.

**SECTION 4. SEVERABILITY.** If any section, subsection, sentence, clause, or phrase of this Ordinance, or the application thereof to any person or circumstances, is held to be unconstitutional or to be otherwise invalid by any court competent jurisdiction, such invalidity shall not affect other provisions or clauses of this Ordinance or application thereof which can be implemented without the invalid provisions, clause, or application, and to this end such provisions and clauses of the Ordinance are declared to be severable.

**SECTION 5. CUSTODIAN OF RECORDS.** The documents and materials that constitute the record of proceedings on which this Ordinance is based are located at the City Clerk's office located at Los Altos City Hall, 1 North San Antonio Road, Los Altos, CA 94022. The custodian of these records is the City Clerk.

**SECTION 6. RESTATEMENT OF EXISTING LAW.** Neither the adoption of this ordinance nor the repeal of any other ordinance of this City shall in any manner affect the prosecution for violations of ordinances, which violations were committed prior to the effective date hereof, nor be construed as a waiver of any license or penalty or the penal provisions applicable to any violation thereof. The provisions of this ordinance, insofar as they are substantially the same as ordinance provisions previously adopted by the City relating to the same subject matter or relating to the enumeration of permitted uses under the City's zoning code, shall be construed as restatements and continuations, and not as new enactments.

**SECTION 7. PUBLICATION.** This ordinance shall be published as provided in Government Code section 36933.

**SECTION 8. EFFECTIVE DATE.** This ordinance shall be in full force and effect 31 days after adoption.

The foregoing ordinance was duly and properly introduced at a regular meeting of the City Council of the City of Los Altos held on March 12, 2019 and was thereafter, at a regular meeting held on \_\_\_\_\_, \_\_\_\_\_ passed and adopted by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

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Lynette Lee Eng, MAYOR

Attest:

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Jon Maginot, CMC, CITY CLERK

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE  
CITY OF LOS ALTOS, HELD ON THURSDAY, JANUARY 17, 2019 BEGINNING AT  
7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD,  
LOS ALTOS, CALIFORNIA**

**ESTABLISH QUORUM**

PRESENT: Commissioners Ahi, Bodner, Bressack and Meadows

ABSENT: Chair Samek, Vice-Chair Lee and Commissioner Mosley

STAFF: Community Development Director Biggs, Planning Services Manager Dahl, Senior Planner Golden, Assistant Planner Hassan, and City Attorney Lee

Upon motion by Commissioner Meadows, seconded by Commissioner Bodner, Commissioner Bressack was appointed Acting Chair for the meeting by consensus.

**PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

None.

**ITEMS FOR CONSIDERATION/ACTION**

**CONSENT CALENDAR**

**1. Planning Commission Minutes**

Approve the minutes of the December 6, 2018 Regular Meeting.

Action: Upon motion by Commissioner Bodner, seconded by Commissioner Meadows, the Commission approved the minutes from the December 6, 2018 Regular Meeting as presented.

The motion was approved (4-0) by the following vote:

AYES: Ahi, Bodner, Bressack and Meadows

NOES: None

ABSENT: Lee, Mosley and Samek

ABSTAIN: None

**STUDY SESSION**

**1. 18-PPR-08 – Ciyavash Moazzami – 444 – 450 First Street**

Design Review Study Session for a new multiple-family development. The proposal includes 26 condominium units in a four-story building with two levels of underground parking. *Project Planner: Dahl/Golden*

Planning Services Manager Dahl presented the staff report.

Project applicant Ciyavash Moazzami and project architect Chris Hall presented the project.

Public Comment

Resident Fred Fallah expressed concerns about the height and bulk of a four-story project, would prefer a sloped roof and wanted to make sure all environmental issues were evaluated, but noted that he supported the architectural design and materials.

Resident Ramin Shahidi expressed concerns about off-site light pollution from this and other projects, would like additional screening and trees planted along Foothill Expressway, but that he supports new development Downtown and that the project is well designed.

### Commission Discussion

The Commission discussed the project and provided the following comments:

- Commissioner Ahi:
  - Successful design concept;
  - Look at the density – is this number of units appropriate – document a basis for the proposed number of units and identify density of nearby projects;
  - Reconsider glass railings and balconies along Foothill Expressway;
  - Consider decreasing the size of the outdoor patios and increasing the size of the lobby; and
  - The project is well articulated with good proportions and scale.
- Commissioner Bodner:
  - Provide more green landscaping along the front of the property;
  - Likes the open front entry and exterior material palette;
  - Reconsider the glass railings;
  - Likes the roof deck;
  - Has potential to be a beautiful building; and
  - Make sure to consider relationship to the new building at 440 First Street.
- Commissioner Meadows:
  - Nice design package;
  - Ditto on the Foothill Expressway comments;
  - Think about the south side elevation and make sure it's not a blank wall;
  - Consider the lobby composition in relation to First Street;
  - Think about using smaller units to achieve a higher density; and
  - Great start to the project.
- Acting Chair Bressack:
  - Good start for the design;
  - Rethink the glass railings for balconies, consider spandrel glass as an alternative;
  - Good window details;
  - Consider additional landscaping along the front of the property;
  - Provide details on how exterior material terminate at the top of the building;
  - Look into the installation of solar arrays on roof;
  - Look at using skylights;
  - Okay with density, but reevaluate the layout of some of the units; and
  - Look at stucco screeds or control joints as a means to breakup large stucco walls.

## **PUBLIC HEARING**

### **2. 18-CA-07 – City of Los Altos – Cannabis Prohibition Ordinance**

Consideration of an ordinance amending Los Altos Municipal Code Chapter 14.82 (Medical and Adult-Use Cannabis Regulations) to establish stricter controls on indoor cannabis cultivation for personal use in the City of Los Altos. *Project Planner: Hassan*

Assistant Planner Hassan presented the staff report recommending approval of the amendments to the City's Cannabis Ordinance.

#### Public Comment

Resident Ken Elkhert expressed concerns regarding the offensive odor of cannabis from his neighbor's cultivation and asked why the City of Los Altos doesn't follow the Rancho Cordova Ordinance where the odor of cannabis is considered a public nuisance.

#### Commission Discussion

Commissioner Meadows noted that there are many potential nuisances in a neighborhood; nothing prevents communication between neighbors to address such instances; does not support the code amendments as there is no data to support increased regulation at this time.

Commissioner Bodner noted that she is conflicted, but feels the proposed amendments are reactionary and there does not appear to be a problem that requires further regulation; existing ordinance, if enforced, appears to reasonably address the concern.

Commissioner Ahi noted that he did not support proposed amendments; odor is a subjective thing; 10-foot setback appeared arbitrary; section 6 of the current code appears to address the odor concern; if issues persist, size limitations for cannabis cultivation structures may be appropriate way to regulate.

Acting Chair Bressack noted that she did not support the proposed amendments; excessive regulation; some exposure to odor is part of living in a more urban setting; encouraged more communication between neighbors; appears existing ordinance adequately addressed odor issue.

Action: Upon motion by Commissioner Meadows, seconded by Commissioner Bodner, the Commission recommended to the City Council that no amendments be made to Los Altos Municipal Code Chapter 14.82 (Medical and Adult-Use Cannabis Regulations) due to the following reasons:

- Data not sufficient to support the recommend changes to the ordinance;
- There are other methods available to address odor complaints; and
- Existing ordinance appears to address odor concerns related to indoor cultivation.

The motion was approved (4-0) by the following vote:

AYES: Ahi, Bodner, Bressack and Meadows

NOES: None

ABSENT: Lee, Mosley and Samek

## **DISCUSSION**

### **3. Story-Pole Policy Regulations**

Discussion of the Story-Pole Policy. *Project Manager: Biggs*

Commissioner Ahi noted that the City's Policy appears antiquated; current the graphic representation software and tools can provide superior solutions and more detailed and accurate visual representations of new development; surprised that a City in Silicon Valley even has a story-pole policy; computer models can offer pedestrian views and accurately simulate building relationship; a single pole could be used to show height, but only in circumstances where new project is taller than adjacent buildings. Concluded by noting the whole concept seems strange, but noted that if policy remains, he supported limiting the amount of time that story poles are in place.

Commissioner Bodner noted that if story poles have to be erected, they should only be up for a short period of time – no more than 30 days; take photos of the story poles right away; and then after 30 days, the story poles can be removed.

Commissioner Meadows noted that the best practices should be explored and developed; the current story-pole policy is not a best practice; could support a 30-day maximum for the story poles to be in place.

Acting Chair Bressack noted that in order to prevent story poles from creating a blight they need to be limited to no more than 30 days; concurred with other Commissioners that story poles are not really needed.

Commissioner Bodner further noted that story poles are a pedestrian/public safety hazard and have outlasted their usefulness.

Commissioner Ahi added that the City should grant exceptions when a project site is actively used and occupied by businesses and tenants.

Action: Upon motion by Commissioner Bodner, seconded by Commissioner Meadows, the Commission referred the Story-Pole Policy to staff and continued the item to the next meeting on February 7<sup>th</sup> to change the policy to reflect the feedback from the Planning Commission and draft a memorandum to the City Council regarding why the policy needs to be amended.

The motion was approved (4-0) by the following vote:

AYES: Ahi, Bodner, Bressack and Meadows

NOES: None

ABSENT: Lee, Mosley and Samek

ABSTAIN: None

## **COMMISSIONERS' REPORTS AND COMMENTS**

Commissioner Meadows reported on the January 8, 2019 City Council meeting.

## **POTENTIAL FUTURE AGENDA ITEMS**

None.

## **ADJOURNMENT**

Acting Chair Bressack adjourned the meeting at 9:10 P.M.

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Jon Biggs  
Community Development Director





## PLANNING COMMISSION AGENDA REPORT

**Meeting Date:** January 17, 2019

**Subject:** 18-CA-07 – Medical and Adult-Use Cannabis Regulations Amendment

**Prepared by:** Eliana Hassan, Assistant Planner

**Initiated by:** City Council

**Attachments:**

A. Draft Medical and Adult-Use Cannabis Regulations Amendment Ordinance

**Recommendation:**

Recommend approval to the City Council of amendments to Zoning Code Chapter 14.82 (“Cultivation of Cannabis for Personal Use”).

**Environmental Review:**

This Ordinance is exempt from environmental review pursuant to Section 15061(b)(3) of the California Environmental Quality Act (“CEQA”) Guidelines. The Ordinance is not a project within the meaning of Section 15378 of the CEQA Guidelines because it has no potential for resulting in physical changes in the environment, directly or indirectly.

**Summary:**

The City Council is seeking a recommendation from the Planning Commission regarding amendments to the City’s Medical and Adult-Use Cannabis Regulations that will provide for stricter controls on indoor cultivation of cannabis for personal use (proposed as part of Section 14.82.030 entitled “Cultivation of Cannabis for Personal Use”).

**Background**

On January 26, 2016, the City Council adopted Ordinance No. 2016-418, which prohibited marijuana cultivation, marijuana processing, marijuana delivery, and marijuana dispensaries in the City as provided in Los Altos Municipal Code, Chapter 14.82. This Ordinance was created under, and in reference to, the state statutory framework of the (now repealed) Medical Marijuana Regulation and Safety Act (MMRSA).

On November 8, 2016, California voters approved Proposition 64, which legalized the non-medical use and possession of marijuana by adults over 21 years of age and provided for state licensing of the adult-use marijuana businesses. On June 27, 2017, the California Legislature adopted Senate Bill 94 (“SB 94”), which combined the state licensing scheme applicable to both medical and adult-use commercial marijuana/cannabis activity under a single law entitled the Medicinal and Adult-Use Cannabis Regulation and Safety Act (“MAUCRSA”). MAUCRSA adopted new state licensing categories and definitions related to commercial cannabis activities than previously existed under the MMRSA.

On November 28, 2017 the City Council adopted, and later extended for one year, an urgency interim ordinance establishing a moratorium on all medical and adult-use commercial cannabis activities, with exceptions for personal cannabis cultivation.

Prior to the expiration of the moratorium, at meetings on September 25, and October 9, 2018, the City Council introduced and adopted Ordinance No. 2018-451, which prohibited all categories of commercial cannabis activity, whether for medical or adult-use purposes. Ordinance No. 2018-451 also prohibited outdoor cultivation of cannabis for personal use and imposed basic regulations on indoor personal cannabis cultivation.

### **Discussion/Analysis**

State law, via Health and Safety Code Section 11362.2, provides that a city shall not completely prohibit the personal cultivation of cannabis, but that a city may enact and enforce reasonable regulations to regulate, personal cultivation of cannabis inside a private residence or inside an accessory structure to a private residence that is fully enclosed and secure.

When the City adopted Ordinance No. 2018-451, some members of the public expressed concern that personal cannabis cultivation inside a greenhouse or other accessory structure could result in odor impacts to adjacent properties. To address this concern, two additional requirements for indoor cannabis cultivation are proposed.

The first proposed section would require that any accessory structure used for cannabis cultivation must maintain a minimum setback of 10 feet from any property line. The second proposed section would require that structures used to produce cannabis must have proper ventilation and air filtration to prevent or minimize odors from leaving the enclosure. If two or more people of normal sensitivity residing on adjacent or nearby properties file complaints with the City within a 30-day period regarding the odor from cannabis cultivation, it could be deemed a public nuisance that is required to be resolved.

The goal of these two proposed amendments is to minimize the potential for adjacent properties to be impacted by odors related to the cultivation of cannabis while ensuring that residents are allowed to cultivate cannabis as permitted by State law. Staff worked with the City Attorney's office to ensure that the proposed amendments are consistent and compatible with all applicable State legislation.

### **Options**

The Planning Commission can recommend approval, approval with modifications, or denial of the proposed amendment. The advantages of the proposed amendment are that it will provide for the stricter regulation of indoor cultivation of cannabis for personal use to reduce potential odor impacts to adjacent properties, while the disadvantages are that it will potentially increase the costs to persons wishing to cultivate cannabis for personal use.

Once the Planning Commission makes a recommendation, this ordinance will be forwarded to the City Council for consideration and adoption.

# ATTACHMENT A

## ORDINANCE NO. 2019- XXX

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS, CALIFORNIA, AMENDING LOS ALTOS MUNICIPAL CODE, SECTION 14.82.030 RELATED TO CULTIVATION OF CANNABIS FOR PERSONAL USE

**THE CITY COUNCIL OF THE CITY OF LOS ALTOS DOES HEREBY FIND AS  
FOLLOWS:**

**WHEREAS**, the City of Los Altos, California (the “City”) is a municipal corporation, duly organized under the constitution and laws of the State of California; and

**WHEREAS**, the City of Los Altos initiated an application (18-CA-07) to amend Title 14 of the Los Altos Municipal Code pertaining to the cultivation of cannabis for personal use, referred herein as the “CA”; and

**WHEREAS**, California Proposition 64 (2016) legalized cultivation of not more than six living cannabis plants by persons 21 years of age or older for personal use; and

**WHEREAS**, Health and Safety Code Section 11362.2 provides that a city shall not completely prohibit, but that a city may enact and enforce reasonable regulations to regulate, personal cultivation of cannabis inside a private residence or inside an accessory structure to a private residence that is fully enclosed and secure; and

**WHEREAS**, the CA is in the best interest for the protection or promotion of the public health, safety, comfort, convenience, prosperity, or welfare and is in conformance with the Los Altos General Plan; and

**WHEREAS**, the CA was processed in accordance with the applicable provisions of the California Government Code and Chapter 14.86 of the Los Altos Municipal Code; and

**WHEREAS**, the Planning Commission held a duly noticed public hearing on the CA on January 17, 2019 and the City Council held a duly noticed public hearing on the CA on \_\_\_\_, 2019; and

**WHEREAS**, the Los Altos City Council has reviewed all written evidence and oral testimony presented to date on this matter.

**NOW THEREFORE**, the City Council of the City of Los Altos does hereby ordain as follows:

**SECTION 1.** The City Council has duly considered the full record before it, which may include but is not limited to such things as the City staff report, testimony by staff and the public, and other materials and evidence submitted or provided to the City Council. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.

**SECTION 2. AMENDMENT TO LOS ALTOS MUNICIPAL CODE.** Los Altos Municipal Code, Section 14.82.030, entitled “Cultivation of Cannabis for Personal Use” is hereby amended as set forth below.

#### **14.82.030 - Cultivation of Cannabis for Personal Use.**

- A. Indoor Cultivation. The indoor cultivation of cannabis for personal use, including cannabis cultivation for personal medical use by a qualified patient or primary caregiver, is prohibited except in compliance with the following:
1. Cannabis cultivation shall only occur indoors at a private residence, or inside a structure in compliance with subsection 7, located upon the grounds of a private residence.
  2. Cannabis cultivation shall be limited to six plants total per residence, whether immature or mature, regardless of how many residents reside at the private residence.
  3. Persons engaging in indoor cultivation must comply with all state and local laws regarding fire safety, water use, electrical wiring, buildings, and indoor cultivation, including without limitation, Health and Safety Code Sections 11362.1 and 11362.2.
  4. The use of gas products (CO<sub>2</sub>, butane, propane, natural gas, etc.) or generators for cultivation of cannabis is prohibited. Use of gas products shall be limited to those allowed by the California Building, Electrical, and Fire Codes as adopted and amended by the City of Los Altos.
  5. The residence shall maintain fully functional and usable kitchen, bathroom, and bedroom areas for their intended use by the resident(s), and the premises shall not be used primarily or exclusively for cannabis cultivation.
  6. All areas used for cannabis cultivation shall be located within a fully enclosed and secure structure. "Fully enclosed and secure structure" means a space within a building, greenhouse, or other legal structure which has a complete roof enclosure supported by connecting, enclosed walls extending from the ground to the roof, which is secure against unauthorized entry, provides complete visual screening, and which is accessible only through one or more lockable doors and inaccessible to minors.
  7. A fully enclosed and secure structure used for the cultivation of cannabis that is separate from the main residential structure on a premises must maintain a minimum setback of ten (10) feet from any property line.
  8. Any structure used for the cultivation of cannabis must have proper ventilation and air filtration to prevent mold damage and to prevent cannabis plant odors or particles from becoming a public nuisance. A public nuisance may be deemed to exist if the cultivation produces odors which are disturbing to two (2) or more people of normal sensitivity residing on adjacent or nearby property, and both complaints are reported to the city within a 30-day period.
- B. Outdoor Cultivation Prohibited. Outdoor cultivation of cannabis, including cannabis cultivation for personal medical use by a qualified patient or primary caregiver, personal adult- use, or commercial purposes, is prohibited in all zoning districts in the City of Los Altos.

**SECTION 3. CEQA.** This Ordinance is not a project within the meaning of Section 15378 of the State of California Environmental Quality Act ("CEQA") Guidelines, because it has no potential for resulting in physical change in the environment, directly or indirectly. The City Council further finds, under CEQA Guidelines, Section 15061(b)(3), that this Ordinance is exempt from environmental review under the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The Ordinance would create additional regulations for indoor cultivation of cannabis to prevent odors, mold and impacts to the public. The City Council, therefore, directs that a Notice of Exemption be filed with the County Clerk of the County of Santa Clara in accordance with CEQA Guidelines.

**SECTION 4. SEVERABILITY.** If any section, subsection, sentence, clause, or phrase of this Ordinance, or the application thereof to any person or circumstances, is held to be unconstitutional or to be otherwise invalid by any court competent jurisdiction, such invalidity shall not affect other provisions or clauses of this Ordinance or application thereof which can be

implemented without the invalid provisions, clause, or application, and to this end such provisions and clauses of the Ordinance are declared to be severable.

**SECTION 5. CUSTODIAN OF RECORDS.** The documents and materials that constitute the record of proceedings on which this Ordinance is based are located at the City Clerk's office located at Los Altos City Hall, 1 North San Antonio Road, Los Altos, CA 94022. The custodian of these records is the City Clerk.

**SECTION 6. RESTATEMENT OF EXISTING LAW.** Neither the adoption of this ordinance nor the repeal of any other ordinance of this City shall in any manner affect the prosecution for violations of ordinances, which violations were committed prior to the effective date hereof, nor be construed as a waiver of any license or penalty or the penal provisions applicable to any violation thereof. The provisions of this ordinance, insofar as they are substantially the same as ordinance provisions previously adopted by the City relating to the same subject matter or relating to the enumeration of permitted uses under the City's zoning code, shall be construed as restatements and continuations, and not as new enactments.

**SECTION 7. PUBLICATION.** This ordinance shall be published as provided in Government Code section 36933.

**SECTION 8. EFFECTIVE DATE.** This ordinance shall be in full force and effect 31 days after adoption.

The foregoing ordinance was duly and properly introduced at a regular meeting of the City Council of the City of Los Altos held on \_\_\_\_\_, \_\_\_\_\_ and was thereafter, at a regular meeting held on \_\_\_\_\_, \_\_\_\_\_ passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

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Lynette Lee Eng, MAYOR

Attest:

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Jon Maginot, CMC, CITY CLERK