



State of California - Department of Fish and Wildlife  
**2025 ENVIRONMENTAL DOCUMENT FILING FEE**  
**CASH RECEIPT**  
 DFW 753.5a (REV. 01/01/25) Previously DFG 753.5a

RECEIPT NUMBER:  
 ENV25524  
 STATE CLEARINGHOUSE NUMBER (If applicable)

**SEE INSTRUCTIONS ON REVERSE. TYPE OR PRINT CLEARLY.**

LEAD AGENCY CITY OF LOS ALTOS	LEAD AGENCY EMAIL SGALLEGOS@LOSALTOSCA.GOV	DATE 03/17/2025
COUNTY/STATE AGENCY OF FILING SANTA CLARA		DOCUMENT NUMBER

PROJECT TITLE  
 LOS ALTOS LIBRARY COURTYARD PROJECT

PROJECT APPLICANT NAME SSA LANDSCAPE ARCHITECTS	PROJECT APPLICANT EMAIL NATALIE@SSALA.COM	PHONE NUMBER (831)459-0455
PROJECT APPLICANT ADDRESS 303 POTRERO STREET, SUITE 40-C	CITY SANTA CRUZ	STATE CA
		ZIP CODE 95060

**PROJECT APPLICANT** (Check appropriate box)

Local Public Agency   
  School District   
  Other Special District   
  State Agency   
  Private Entity

**CHECK APPLICABLE FEES:**


- Environmental Impact Report (EIR) \$4,123.50 \$ \_\_\_\_\_
- Mitigated/Negative Declaration (MND)(ND) \$2,968.75 \$ \_\_\_\_\_
- Certified Regulatory Program (CRP) document - payment due directly to CDFW \$1,401.75 \$ \_\_\_\_\_

- Exempt from fee
  - Notice of Exemption (attach)
  - CDFW No Effect Determination (attach)
- Fee previously paid (attach previously issued cash receipt copy)

- Water Right Application or Petition Fee (State Water Resources Control Board only) \$850.00 \$ \_\_\_\_\_
- County documentary handling fee \$ \_\_\_\_\_ \$50.00
- Other \$ \_\_\_\_\_

**PAYMENT METHOD:**

- Cash   
  Credit   
  Check   
  Other   
 TOTAL RECEIVED \$ \_\_\_\_\_ \$50.00

SIGNATURE 	AGENCY OF FILING PRINTED NAME AND TITLE Corinne Vasquez, Deputy County Clerk-Recorder
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## CITY OF LOS ALTOS

1 North San Antonio Road, Los Altos, CA 94022

[www.losaltosca.gov](http://www.losaltosca.gov)

# NOTICE OF EXEMPTION

**To:** Santa Clara County Clerk-Recorder  
First Floor  
110 W Tasman Drive  
San José, CA 95134

**From:** City of Los Altos  
1 North San Antonio Road  
Los Altos, CA 94022

Office of Planning and Research  
1400 Tenth Street, Room 121  
Sacramento, CA 95814

**Project Title:** Los Altos Library Courtyard Project

**Project Applicant/ Person or Agency Carrying Out Project:** SSA Landscape Architects

**Project Location/City:** 13 South San Antonio Road, Los Altos, CA 94022

**Public Agency Approving Project:** City of Los Altos

**Lead Agency Contact Person:** Sean Gallegos      **Phone Number:** (650) 947-2641

**Description of Project:** The approximately 0.2-acre project site is located within the Los Altos Civic Center, north of the existing Los Altos Library. The project would remove the existing trellis, patio, and pedestrian pathway located directly north of the existing Los Altos Library and construct an approximately 8,265 square-foot outdoor courtyard. The courtyard would consist of new hardscape and pedestrian pathways, an outdoor multi-purpose seating area including an audio-visual system, and landscaping. The proposed pedestrian pathway would provide connections to City Hall and the existing parking lot to the east. The purpose of the courtyard is to host and support existing events at the Los Altos Library in conjunction with allowing for expanded programming opportunities. Three ornamental trees would be removed as a result of the project. No apricot trees from the Civic Center Apricot Orchard would be removed.

**Exempt Status:** The following Categorical Exemptions are applicable to the project:

*Class 1 - Section 15301. Existing Facilities:* Operation, repair, maintenance, or minor alterations to a public facility involving no or negligible expansion of existing or former use.

*Class 3 - Section 15303. New Construction or Conversion of Small Structures:* Construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in

small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure.

**Reasons Why Project is Exempt:** The project meets the criteria for a Class 1 exemption because it includes a minor alteration of an existing public facility consisting of the replacement of an existing patio with a new courtyard. The proposed courtyard area would be approximately 8,265 square feet, which is below the 10,000 square foot criteria identified in the CEQA Guidelines Section 15301(e)(2). The proposed courtyard is also consistent with the General Plan land use designation for the site. The project site is also within an urban area of Los Altos that is currently served by existing public facilities and services. Additionally, the project would result in the removal of small, accessory structures including the existing trellis, patio, and pedestrian pathway located directly north of the existing Los Altos Library. The project site is also not environmentally sensitive. For these reasons, the project would involve a negligible expansion of the Los Altos Library existing patio.

The project meets the criteria for a Class 3 exemption because it is the construction of an accessory courtyard for the existing Los Altos Library. The approximately 8,265-square foot courtyard would replace the existing Los Altos Library patio. The proposed courtyard would serve the patrons of the Los Altos Library. For these reasons, the project would meet the exemption criteria for a new construction or conversion of small structures.

None of the exceptions to the exemptions set forth in CEQA Guidelines Section 15300.2 apply to the project. The project site is not located in a sensitive environment and is not located on a hazardous waste site included on list compiled pursuant to Section 65962.5 of the Government Code. It has been determined that the project would not result in significant cumulative impacts, significant effects due to unusual circumstances, damage scenic resources within a designated state scenic highway, or significant effects to a historic resource. For these reasons, the project is exempt from the provisions of CEQA.

**Signature of Lead Agency Representative:**

*Sean Gallegos*

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Sean Gallegos, Senior Planner

**Date:** March 17, 2025