

**County of Santa Clara**  
**Department of Planning and Development**  
County Government Center, East Wing, 7th Floor  
70 West Hedding Street  
San Jose, CA 95110  
Phone: (408) 299-5700  
www.sccplandev.org



November 15, 2021

**\*\*Sent via email \*\***

Steve Bui  
Stanford University  
340 Bonair Siding  
Stanford, CA 94305  
Email: stevebui@stanford.edu

**FILE NUMBER:** PLN17-11171-MOD1  
**SUBJECT:** Minor Modification for Architecture and Site Approval (ASA) and Grading Approval – Via Ortega Project (PLN 11171-17A-17G)  
**SITE LOCATION:** Via Ortega and Via Pueblo, Stanford, CA 94305  
**DATE RECETVED:** 10/18/2021

Dear Mr. Bui:

Your application for Minor Modification for Architecture and Site Approval (ASA) and Grading Approval is **incomplete**. The modification is to add parking area (13 parking spaces) to the limit of work and legalize removal of one protected oak tree (Violation Record Number VIO21-0245). For the application processing to resume, you must resolve the following issues and submit the information listed below.

Please note that the Department is only accepting electronic submittals due to COVID-19 closures. Please refer to procedures for Planning Resubmittals available on the County website at

<https://www.sccgov.org/sites/dpd/Iwantto/Permits/Pages/PlanningResubmittals.aspx>.

If you have any questions about the information being requested, you should first call the person whose name is listed as the contact person for that item. He or she represents a specialty or office and can provide details about the requested information.

**AN APPOINTMENT IS REQUIRED FOR THIS RESUBMITTAL.  
PLEASE CALL ME AT (408) 299-5740 TO SCHEDULE AN APPOINTMENT.**

*ASA and Grading Approval Minor Modification – Via Ortega Project*

Please submit a complete revised plan set and a *written response* with the resubmittal materials, addressing the following items. All items must be addressed and included in the resubmittal.

**PLANNING**

Contact Charu Ahluwalia at (408) 299-5740 or [charu.ahluwalia@pln.sccgov.org](mailto:charu.ahluwalia@pln.sccgov.org) for information regarding the following items.

1. One protected oak tree was removed without a permit, per County Ordinance Code Section C16-17(e). The unlawfully removed tree needs to be replaced by ten new trees of a like kind and species. The submitted illustrative landscape plan (L-1.1) identifies ten replacement oak trees, however, the location proposed for four out of ten trees (located next to the bicycle parking along Via Ortega) overlap with trees from the prior (2018) ASA approval. In addition, it appears that one replacement tree location (east of the new Via Pueblo parking spaces) is proposed too close to an existing tree.

Submit a revised illustrative landscape plan (L-1.1) with clear distinction between new replacement tree locations and prior 2018 ASA tree locations, and, provide explanation on tree spacing between the proposed replacement trees and existing trees.

If the requested information is not submitted within 180 days, you will be required to pay a fee of 10% of the application fee at the time the information is submitted. All requested information must be submitted within 1 year of the date of this letter and will not be accepted after 1 year. **PARTIAL RESUBMITTALS WILL NOT BE PROCESSED.** Fees required at the time of resubmittal will be those in effect at that time.

In submitting this land use application, the owner/applicant included an initial application fee. As of the date of this letter, approximately 20% of the fees paid have been exhausted.

If you have any additional questions regarding this application or would like to meet to clarify Planning's incomplete comments, please call me at (408) 299-5740.

Sincerely,

*Charu Ahluwalia*

Charu Ahluwalia  
Associate Planner

cc: Leza Mikhail, Planning Manager