

County of Santa Clara

Department of Planning and Development
Planning Office

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San Jose, California 95110-1705
(408) 299-5770 FAX (408) 288-9198
www.sccplanning.org



November 18, 2019

Christopher Ranch LLC.
c/o Joe Giacalone
305 Bloomfield Avenue
Gilroy, CA 95020

FILE NUMBER: PLN19-0215
SUBJECT: Use Permit, Architecture Site Approval (ASA) and Grading Approval
SITE LOCATION: 935 Southside Drive, Gilroy
DATE RECEIVED: 10/21/19

Dear Mr. Zanger:

Your application for Architecture and Site Approval (ASA) is **incomplete**. In order for application processing to resume, you must resolve the following issues and submit the information listed below. Resubmittals are made in-person at the County office with an electronic version of the packet along with a completed application form (which is used to track the resubmittal). Once the information is submitted, the Planning Office will electronically distribute the plans, reports and/or information to the appropriate staff or agency for review.

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 particular specialty or office and can provide details about the requested information.

**AN APPOINTMENT IS REQUIRED FOR THIS RESUBMITTAL.
PLEASE CALL ME AT (408) 299-5791 TO SCHEDULE AN APPOINTMENT.**

Submit 2 revised plans and email an electronic copy of submittal addressing the following items.

Planning

Contact: Valerie Negrete (valerie.negrete@pln.sccgov.org 408-299-5791).

Site Plans:

1. Please label the road right of way and setback from the edge of the road right of way to the proposed modular building. Note, the front setback is 30 feet.

2. Architectural Plans do not indicate the recreational area described in the submitted project description. Please label this area on plans. See also No. 15 below.
3. Elevations and floor plans are required for each building. Each elevation shall include the labeling of height from grade.
4. Provide details for the proposed management trailer along with elevations and colors/materials.
5. Any proposed sign(s) must be shown on plans. Please include location, dimensions and colors/materials of any signage proposed.
6. Please provide a turning radius template for larger vehicles such as buses and garbage collection vehicles. The plans need to demonstrate large vehicles will be able to maneuver throughout the site.
7. Submit a conceptual landscape plan which indicates the percentage of existing landscaping and provide a plan indicating at a minimum perimeter landscaping as well as trees and shrubs throughout the site, specifically in the parking area in accordance with the [ASA guidelines](#). Additional landscaping at key entry points is also encouraged.

Please note, landscaping will be required in accordance with County ASA guidelines. As a condition of approval, staff will be recommending a landscape plan which provides a variety of trees and shrubs within the parking areas and along the fence line.

8. Identify pedestrian walkways on the plans.
9. Provide a lighting plan. Indicate all proposed lighting on the exterior of the buildings and within the parking lot area. Indicate foot candles and wattages for all lighting. Please note that during the CEQA review process or as a condition of approval a photometric plan may be required in order to ensure that lighting is low glare and will not spill over the property line.

Project Description (dated September 24, 2019):

10. Within the project description, can you clarify how many workers stayed on-site when the buildings were used in the 50's? Provide evidence as to the number of people that you are aware of.
11. The Project Description indicates a 'Site Manager's trailer' to be located onsite. Please clarify how many people will occupy this unit? Will he/she stay overnight? What activities will occur within this unit?
12. Expand as to what other services will be provided to employees? Given the amount of time employees will be on the property, will there be shuttling on weekends or evenings for other needs such as for small groceries, recreational, shopping or medical appointments. This information is needed to determine the parking proposed and traffic impacts.
13. Although not a completeness item, we would like you to be aware of the following that will need to be resolved during the CEQA review process. Any additional report submitted must be consistent with the project description to help with the CEQA analysis.

TRAFFIC REPORT

- a. The Traffic study submitted did not fully analyze the proposed parking reduction for this site, rather it refers to another project (Casa Boronda) for the proposed parking needs. Please provide more than one source as the basis for parking proposed.
- b. Traffic counts must be provided for this site. Counts were provided for another project in Monterey County, please include traffic counts for the subject site as the area and conditions are not the same.
- c. The report did not define peak trip generation for this site, rather it referred to peak volumes for Madison Lane for Casa Boronda. Please define for this sites peak am and pm timeframes.
- d. Insignificant peak trips are expected but it is not clear how this determination was made. Please describe why this is the case.
- e. Describe the bus routes to and from this site. If there are any alternative routes, please also provide this.
- f. No cumulative assessment was provided for this project and nearby projects.
- g. Impacts to US 101 were described to be “imperceptible” please explain why this is and provide justification as to this determination.
- h. The only vehicle trips proposed are those to and from the site related to the drop-off and pick-up of employees. Please explain how employees will be transported for other activities such as shopping, medical appointments and other related needs. Why are these types of uses and activities not being proposed? Staff would like the project to include additional amenities for employees when they are not at work.

The application was referred to the City of Gilroy. If there are additional comments from the City we receive, we will forward them to you.

Fire Marshall’s Office

Contact Alex Goff at 408-299-5763, Alex.Goff@sccfd.org regarding the following:

14. Plans show a gate, the gate is to be listed as mechanical or manual. A mechanical gate will need to show Knox Box key access on the plans as (E) existing or (P) Proposed.
15. Minimum fire department access width to be 20 ft. drivable made of an "all weather" material capable of holding 75,000 pounds. This is to be shown on the plans.
16. Plans to show fire department access within 150 ft. path of travel to the furthest point of a proposed structure.
17. Plans to show a standard fire hydrant within 400 ft. path of travel to structures.
 - a) A will serve letter for fire hydrant and domestic/fire sprinkler use is needed if a water purveyor will be supplying water.
 - b) Above ground water tank and fire pump meeting CFMO-W2. will be needed if a water purveyor isn't available.
18. Plans to state a NFPA 13 fire sprinkler system will be a deferred submittal.

Land Development Engineering

Contact Darrell Wong at (408) 299 5735, Darrell.Wong@pln.sccgov.org regarding the following:

19. Overlay the County standard hammerhead shown on detail SD-16 to ensure that the proposed FT turnaround is conforming to this standard.
20. Include all applicable easements affecting the parcel(s) with benefactors and recording information on the site plan (sheet 2), e.g. add book, page and document numbers for the easements as shown. Supply two copies of a preliminary title report, dated within 60 days of the next submittal. There is a PG&E transmission line easement within the parcel so we would like to determine whether that restricts certain facilities within the limits of the PG&E easement. Also, we would like to determine if there is an ingress-egress easement within the private roadway (Southside Drive).

Department of Environmental Health

Contact: Darrin Lee Darrin.Lee@cep.sccgov.org 408-299-5748

21. Submit evidence of a legal sanitary sewer connection to the City of Gilroy Utility Service.
22. Either provide a water will serve letter or proof of connection to the City of Gilroy's municipal water, or obtain an Public Drinking Water Permit from the State Water Resource Board, Drinking Water Division.

Roads and Airports

Contact: Gavin Finley gavin.finley@pln.sccgov.org 408-299-5780

23. Southside Drive is not a County maintained road. Revise plans accordingly.

Geology

Contact: Jim Baker jim.baker@pln.sccgov.org 408-299-5774

24. Submit a geotechnical report that includes an evaluation of potential liquefaction-related ground deformation and any mitigation measures needed to mitigate. The site is located within a County Liquefaction Hazard Zone.
Pay the appropriate report review fee when submitting an electronic version (unsecured pdf on flash drive) of the report to the Planning Office.

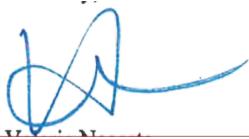
If the requested information is not submitted within 180 days, you will be required to pay a fee of 10% of the application fee at the time the information is submitted. All requested information must be submitted within 1 year of the date of this letter and will not be accepted after 1 year. PARTIAL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

General Plan Conformance / City Annexation

The project is proposed to be provided with sewer and water from the City of Gilroy. Per the County's General Plan ([R-GD 6](#)) properties with municipal services should be located within the Urban Service Area of the corresponding city. The County is evaluating the application of conditions of approval to the project, that ensures future city annexation, in conformance with the County General Plan, as part of the project approval. If surety to achieve annexation is not secured, the County will consider alternative options.

If you have any additional questions regarding this application or Planning's incomplete comments, please call me at (408) 299-5791 or to schedule an appointment to do so.

Sincerely,



Valerie Negrete

cc: Manira Sandhir, Principal Planner
Rob Eastwood, Planning Manager
Gary Flagg, Building Department
Darrin Lee, Department of Environmental Health
Gavin Finley, Roads and Airports
Jim Baker, County Geologist
Darell Wong, Land Development Engineering
Alex Goff, Fire Marshall's Office