

County of Santa Clara

Department of Planning and Development
Planning Office

County Government Center, East Wing, 7th Floor
70 West Hedding Street
San Jose, California 95110-1705
(408) 299-5770 FAX (408) 288-9198
www.sccplanning.org



January 22, 2020

Michael Casassa Trustee
407 Mississippi Street
San Francisco, CA 94107

FILE NUMBER: PLN19-0249
SUBJECT: Building Site Approval Application
SITE LOCATION: 500 Summit Road (APN: 756-24-049)
DATE RECEIVED: December 19, 2019

Dear Michael Casassa,

This letter is an update to the letter dated January 17, 2020. Several items which are more accurately described as conditions of approval have been removed from the list of incomplete items.

Your application for Building Site Approval was received on the above date and 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 Planning Division counter and must include all requested information along with a completed application form (which is used to track the resubmittal). Once the information is submitted, the Planning Division will 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 division and can provide details about the requested information.

An appointment is required for all future resubmittals. Please contact me at (408) 299-5706 or via email at robert.cain@pln.sccgov.org to schedule a meeting.

Submit **2 (two)** revised plans, and one electronic copy on CD or USB (pdf) addressing the following items. All items must be addressed and included in the submittal.

PLANNING OFFICE

Contact Robert Cain at (408) 299-5706 or robert.cain@pln.sccgov.org for information regarding the following items:

1. Submit a complete site plan, in addition to the already provided development site plan. The site plan should show the entire lot, including all waterways/creeks on the property. Please include the following information on the site plan:
 - a. Show all setbacks from property lines and waterways/creeks
 - b. Note that Summit Road is a Scenic Road and illustrate the County-required 100-foot setback line, measured from the edge of the right-of-way/future right-of-way. Please be informed that that any structure that is located within the 100-foot scenic road setback area is subject to Design Review, per Zoning Ordinance Section 3.30.050, along with associated fees.
2. Submit a copy of the current recorded grant deed and the Parcel Map referenced within the legal description for staff to evaluate to determine lot legality.
3. The topographic survey indicates at least one tree is proposed for removal. Please clarify if any trees will be removed or encroached upon by this project. If so, provide a table that identifies the species, size, and health of each affected tree. Your project should comply with the Santa Clara County Guidelines for Tree Protection and Preservation for Land Use Applications (attached). An arborist report may be required. Tree removal should not occur until the building permit is granted.
4. Provide the average slope of the proposed development area on the site plan, as the project is located on a property with a Hillsides zoning district. This information is necessary to determine if construction will occur on a 30% slope. If the slope is 30% where development is proposed, additional reviews and requirements may be necessary.
5. In tabular format, indicate estimated grading quantities for the proposed development. Include cuts and fills for the driveway, building foundation and other site improvements such as landscaping. Except for cuts beneath a building pad, cuts and fills exceeding 150 cubic yards and 5 feet in vertical depth shall require a Grading Approval application. If no grading is proposed, please state it on the site plan. See LDE comment #10 below.

Earthwork Quantities					
	Cut	Fill	Net	Max Cut Ht.	Max Fill Ht.
Building Pads					
Driveway					
Site Grading					
Detention Pond					
Total					

6. On Page A1 under Project Information, the zoning is listed as “AW”. Please correct to show zoning of “HS-sr”.
7. The “Project Information” on the site plan indicates that there is an existing primary residence, cabin and accessory dwelling unit. The accessory dwelling unit does not appear on the site plan. Please clarify if this is existing and permitted.

LAND DEVELOPMENT ENGINEERING

Contact Ed Duazo at (408) 299 5733 or ed.duazo@pln.sccgov.org for information regarding the following items:

8. In the plans, show the full extent of the existing driveway from Summit Road and provide a driveway profile. Demonstrate that the driveway conforms to County Standard Detail SD5 (Santa Clara County Standard Driveway). If the existing driveway is substandard, include driveway improvements to bring the driveway into conformance. If the Fire Marshal’s Office determines a fire truck turnaround is required, provide a turnaround in conformance with County Standard Detail SD16. Standard Details are available in the back of the Santa Clara County Standards and Policies Manual, Volume I, available on-line at:
https://www.sccgov.org/sites/dpd/DocsForms/Documents/StandardsPoliciesManual_Voll.pdf
9. Based on the topographic survey, there is roughly a 4.5-foot grade difference from one end of the addition to the other. Based on the architectural elevations, it is unclear if the addition will be completely raised over existing grade, or whether any grading is being proposed below the addition. Provide perpendicular sections through the addition and deck, clarifying how the addition is to be constructed relative to existing grade. Extend the section through the existing house, and provide finish floor elevations, as well as pad elevations (if applicable).
10. Clarify whether any site grading is being proposed. If grading is proposed, show how the proposed finish contours will tie into existing grades, and show the limits of grading. Provide a grading table summarizing the quantity of cut and fill, and the maximum cut and fill heights. Delineate between grading within the building footprint(s) and exterior site grading (grading outside of building footprints). If exterior site grading is in excess of 150 cubic yards (cut or fill) or in excess of 5 feet in height/depth, then a Grading Permit will be required, and a Grading Approval application should be submitted concurrently with the Building Site Approval application.
11. Submit a PCR Applicant Packet. The PCR packet will identify the site design and stormwater treatment measures (if any) applicable for the project. In the plans, demonstrate how measures identified in the PCR packet have been implemented in the project design. The PCR Applicant Packet is available on-line at:
https://www.sccgov.org/sites/dpd/DocsForms/Documents/Stormwater_CWP_Questionnaire_SC.pdf

CAL FIRE

Contact Craig Farley at (408) 500-1000 or craig.farley@fire.ca.gov for information regarding the following items:

12. The land proposed for this project has been classified by a CAL FIRE Forester as "Timberland" as defined under Public Resources Code (PRC) section 4526. A timberland conversion permit (PRC 4621) or conversion exemption would be required prior to the cutting of trees and grading. The project proponent should consult with a licensed Forester to complete the permit application or to contest the Timberland classification. He addition and increase of building area requires the conversion permit.

FIRE MARSHAL'S OFFICE

Contact Christina DaSilva at (408) 299-5767 or christina.dasilva@sccfd.org for information regarding the following items:

13. This parcel is located in the State Response Area. Therefore, the responding agency is CAL Fire and must comply with SRA Fire Safe Regulations-PRC 4290.
14. Site plans to state driveway, Fire Department Access, will be of "all weather material" capable of holding 75,000 lbs.
15. Provide slope of driveway. Maximum slope to be 16% in the SRA.
16. Clearly show the dimensions for the Fire Department turnaround. Fire Department turnaround shall comply with Santa Clara County Fire Standard, CFMO-SD16.
17. Driveway to be within 150' of exterior access (all portions of structure).
18. All driveways shall be constructed to provide a minimum of one (1) ten (10) foot traffic lane and fourteen (14) feet unobstructed horizontal clearance and unobstructed vertical clearance of fifteen (15) feet.
19. Driveways exceeding 150 feet in length, but less than 800 feet in length, shall provide a turnout near the midpoint of the driveway. Where the driveway exceeds 800 feet, turnouts shall be provided no more than 400 feet apart.
20. Change note on sheet A1. The water tank and wharf hydrant are required not voluntary.
21. Provide location of the nearest fire hydrant. The fire hydrant must be located within 400' to the addition. (This distance is predicated on the fact that the addition and existing single family residence will not be equipped with residential fire sprinklers.)
22. Plans to state quantity and function of tanks. For example, 2 x 5000-gallon tanks for wharf hydrant and 1 x 5000-gallon tank for domestic and fire

- sprinkler water. Above ground water storage tanks to conform with Santa Clara County Fire Department Standard CFMO-W5.
23. Plans to show wharf hydrant between 55'-400' along path of travel and conform with CFMO-W4. (This distance is predicated on the fact that the single family residence is NOT equipped with residential fire sprinklers.)
 24. Water storage tanks need to be at a higher elevation than the wharf hydrant in order to obtain positive pressure. Indicate the elevation on the plans.
 25. Plans to state if the existing single-family residence is equipped with fire sprinklers.
 26. Provide a site plan including the entire driveway to Summit Road. Site plan to show road width, slope and to be scaled.

SANTA CLARA VALLEY HABITAT PLAN

Contact Lara Tran at (408) 299-5759 or lara.tran@pln.sccgov.org for information regarding the following items:

27. Submit a Santa Clara Valley Habitat Plan Coverage Screening Form (attached) as the site is located in the Santa Clara Valley Habitat Plan Area 2.

ADDITIONAL INFORMATION

28. According to County records, the original residence was constructed in 1938, prior to requirements of building permits. However, it appears that an addition to the rear of the house was added without building permits thereafter. Additionally, several of the accessory structures may also have been built without building permits. Please note the Building Site Approval does not legalize the unpermitted accessory buildings/structures or the unpermitted rear extension of the house. The owner should provide documentation of when the accessory structures and previous addition were built, bearing in mind that structures within 100 feet of the right of way of Summit Road may require Design Review. Alternatively, these structures may be removed if they were constructed after 1947 without a building permit, provided a demolition permit is obtained by the Building Division.
29. In addition to No. 33 above, the project information on the site plan also indicates that the property contains three dwelling units (primary residence, accessory dwelling unit and cabin). State Law only permits a total of three dwelling units, some of which may be restricted in size. Please contact staff to discuss the legality of the existing units and to discuss the size limitation and/or requirements for legalization, if permissible.

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

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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.

Please note that the Building Site Approval Application was charged a minimum fee and will be charged additional fees to continue processing when the initial payment is exhausted.

In submitting this land use application, the owner/applicant included an initial application fee. Application fees are categorized as "fixed fees" and "billable fees", based on the particular application types. "Fixed fee" applications do not require any additional fees to continue processing. However, when funds associated with a "billable fee" application have been spent, an additional deposit will be required to continue processing the application. As of the date of this letter, approximately 25-50% of your initial deposit associated with your "billable fee" applications have been spent on the processing of your application.

If you have any additional questions regarding this application, please call me at (408) 299-5706 or robert.cain@pln.sccgov.org to discuss or schedule an appointment.

Sincerely,



Robert Cain
Associate Planner

cc: Leo Camacho, Roads and Airports
Darrin Lee, DEH
Ed Duazo, LDE
Craig Farley, Cal Fire
Christina DaSilva, FMO
Lara Tran, HCP

Resubmittal: Referral to Greg Bazhaw (copy of application and letter only)

Encl: Building Site Approval (B)
Santa Clara County Guidelines for Tree Protection and Preservation for Land Use
Applications