

# County of Santa Clara

Department of Planning and Development  
Planning Office

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October 20, 2021

Sandeep and Manju Sardana  
1516 Arbor Avenue  
Los Altos, CA 94022

\*\*\*via email only\*\*\*

**FILE NUMBER:** PLN21-167  
**SUBJECT:** Building Site Approval  
**SITE LOCATION:** 1516 Arbor Avenue (APN: 331-10-074)  
**DATE RECEIVED:** September 28, 2021

Dear Sandeep and Manju Sardana:

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 by appointment over video chat with 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](mailto:robert.cain@pln.sccgov.org) to schedule a virtual meeting.

Submit revised electronic plans and a written response addressing the following items. All items must be addressed and included in the submittal.

## **PLANNING**

Contact Robert Cain at (408) 299-5706 or [robert.cain@pln.sccgov.org](mailto:robert.cain@pln.sccgov.org) regarding the following comments:

1. Please provide grading amounts (cut, fill, and vertical depth) on the site plan in tabular form. Separate the amounts based on the intended purpose (i.e. driveway, basement, landscaping, etc.).

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2. Please provide evidence showing legal creation of lot, such as a deed prior to June 25, 1968 and the next consecutive deed. Information on what evidence is accepted can be found on our County website here:  
<https://stgenpln.blob.core.windows.net/document/DeedLotLegality.pdf>.
3. Please show the center line of Arbor Avenue on your site plan, as well as the ultimate right of way.

### **ROADS AND AIRPORTS**

Contact Leo Camacho at (408) 573-2464 or [leo.camacho@rda.sccgov.org](mailto:leo.camacho@rda.sccgov.org) regarding the following comments:

4. County Roadway Arbor Avenue has a Future Width Line (FWL) for a 25-foot half street width (50-foot full street). Show on the revised plans the existing centerline and limits of the Arbor Avenue right-of-way and the limits of the FWL. Dedication to the FWL will be a requirement.
5. The property's frontage will be required to be improved to County Standard B/4A. Indicate improvements on the revised plans to identify any conflicts that will need to be resolved (i.e. utility poles, trees, culverts, etc.)

### **LAND DEVELOPMENT ENGINEERING**

Contact Ed Duazo at (408) 299-5733 or [ed.duazo@pln.sccgov.org](mailto:ed.duazo@pln.sccgov.org) regarding the following comments:

6. The proposed retention pond does not include a controlled outlet and relies on infiltration to drain. Provide preliminary calculations demonstrating that the pond size and native infiltration rate can accommodate the increase in run-off such that post project flows will not exceed pre-project peak rates for the 10-year and 100-year design storms. Alternatively, provide a controlled outlet as part of the conceptual drainage/pond design.
7. Revise the driveway and fire truck turnaround to conform with County Standard Detail SD5 and County Standard Detail SD16, respectively. Copies of the standards are available in the County of Santa Clara Standards and Policies Manual, Volume I, Land Development. A copy of the policy manual is available on-line at:  
[https://www.sccgov.org/sites/dpd/DocsForms/Documents/StandardsPoliciesManual\\_Vol1.pdf](https://www.sccgov.org/sites/dpd/DocsForms/Documents/StandardsPoliciesManual_Vol1.pdf)

### **FIRE MARSHAL OFFICE**

Contact Alex Goff at (408) 299-5763 or [alex.goff@sccfd.org](mailto:alex.goff@sccfd.org) regarding the following comments:

8. Driveways greater than 150 ft. in length are to have a fire department turnaround meeting CFMO-SD16. This is to be shown on the Site Plan.
9. The minimum drivable width for a driveway is to be 12 ft with a 3 ft. shoulder.

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10. Plans are to state the driveway will be made of an "all weather" material capable of holding 75,000 pounds.
11. Clearly show the width of the Access Rd. (Arbor Ave.). All access roads are to have a minimum drivable width of 18 ft. per CFMO-A1.
12. Site Plan to show a standard fire hydrant within 400 ft. exterior path of travel to all non-sprinklered structures and 600 ft. of sprinklered structures.
  - a. Fire sprinklers are required in the (N) home, (N) ADU and attached structures such as an attached garage. The plans will need to state sprinklers will be installed in the detached Garage if fire sprinklers are proposed to meet the increased hydrant spacing.

Please make sure the requested changes are made for the revised plan sets and documents that are needed for the resubmittal. **Resubmittals are only accepted by appointment with the assigned project planner.** 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 no later than **one (1) year** from the date of this letter. 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 following types of applications have been charged a minimum fee and will be charged additional fees to continue processing when the initial payment is exhausted which includes Design Administrative Exemption.

If you have questions regarding the application, please call (408) 299-5706 or email [robert.cain@pln.sccgov.org](mailto:robert.cain@pln.sccgov.org).

Warm regards,



Robert Cain  
Associate Planner

**cc:**

Leza Mikhail, Interim Planning Manager and Zoning Administrator  
Burhan Baba, Applicant