

# County of Santa Clara

Department of Planning and Development  
Planning Office

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April 22, 2022

Joachim Heel & Melissa Browne  
470 Border Road  
Los Altos, CA 94024

\*\*\*SENT VIA E-MAIL TO KATHLEEN@MODERNAHOMES.NET\*\*\*

FILE NUMBER: PLN21-187  
SUBJECT: Grading Approval  
SITE LOCATION: 24591 Summerhill Road, Los Altos; APN 336-13-016  
DATE RECEIVED: March 17, 2022

Dear Mr. Heel & Ms. Browne

Your submittal for a Grading Approval was received on the above date and has been deemed **incomplete**. For the application processing to resume, you must resolve the following issues and submit the information listed below.

Resubmittals are made via the internet, to do so, follow the instructions at the following URL: <https://www.sccgov.org/sites/dpd/Iwantto/Permits/Pages/Permits.aspx>. Before resubmitting, please consult me as this process is dynamic and at the time you choose to resubmit the process may have changed and / or been enhanced. The resubmitted materials must include all requested information. Once the information is submitted, Planning Office personnel will distribute the plans, reports, etc. to the appropriate staff or agency for their 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 / she represents a specialty or office and can provide details regarding the requested information.

AS NOTED ABOVE, PRIOR TO RESUBMITTAL PLEASE E-MAIL ME TO DISCUSS THE PROCESS.

Please submit electronic copies of the revised plans / resubmittal documents with a written response addressing the following items.

**Land Development Engineering:**

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

1. The resubmittal includes a comparative analysis of multiple site development options and appears to be focused on addressing the grading justification concerns outlined in the County's concern letter, dated November 24, 2021. Grading and drainage details are included with the resubmittal are limited in scope. Provide additional details in the preliminary grading plans (e.g., typical cross

sections (at least two sections) of all graded pads, limits of grading and how proposed contours will tie into existing grade, etc.). For additional information on preliminary grading plan requirements, refer to Section C12-424 of the Santa Clara County Grading Ordinance. A copy of the Ordinance is available at: <https://plandev.sccgov.org/ordinances-codes/grading-and-drainage-ordinance>.

2. Provide a profile for the driveway and provide dimensions and elevations for the driveway and the turnaround. In the preliminary plans, demonstrate that the proposed driveway and turnaround will conform to County Standard Detail SD5 and County Standard Detail SD16, respectively. County Standard Details are available in the back of the Santa Clara County Standards and Policies Manual, Volume I – Land Development. A copy of the manual is available online at: <https://plandev.sccgov.org/ordinances-codes/land-development-standards-and-policies>
3. Provide a conceptual drainage plan demonstrating how increased run-off will be controlled and mitigated such that post-project flows leaving the site do not exceed pre-project peak rates. For additional information on County drainage requirements, refer to the Santa Clara County Drainage Manual, available online at: [https://plandev.sccgov.org/sites/g/files/exjcpb941/files/DrainageManual\\_Final.pdf](https://plandev.sccgov.org/sites/g/files/exjcpb941/files/DrainageManual_Final.pdf)
4. Provide TW and BW (top of wall and bottom of wall) elevations for all proposed retaining walls. Provide these elevations at the ends, middle, and transition points of the proposed walls.
5. Clarify the proposed landscape area to help determine whether a landscape permit is applicable and necessary.
6. Further review will be required upon receipt of more detailed preliminary grading plans; additional comments may be provided at that time.

**Fire Marshal Office:**

Contact Alex Goff at (408) 299-5763 / [alex.goff@sccfd.org](mailto:alex.goff@sccfd.org) for information regarding the following item:

**Fire Marshal Review- Land Use**

NOTE: Submittal scope of work is titled grading approval and shows multiple options / proposals of structures. The comments below are in reference to grading:

7. Plans must show all slopes for fire department access. Per CFMO-A1, the maximum slope of access is to be 15%. Portions of access greater than 15% but less than 20% may be acceptable. Some requirements for development on slopes greater than 15% but less than 20% would be:
  - a) All structures to have fire sprinklers.
  - b) Driveway material to be made of a roughened surface.
  - c) Driveway portions greater than 15% not to exceed 300 feet in continuous length, there is to be a minimum 100-foot break not exceeding 15% immediately following any sections that surpass 15%.
8. Plans must show fire truck turnaround dimensions meeting CFMO-SD16.

9. Plans note multiple times that the slope of the fire truck turnaround to have a minimum of 5%. The maximum (not minimum) slope for a turnaround is to be 5%, please rectify.
10. Plans must show structures located within 200 feet have an exterior path of travel for fire department access. This measurement is where a fire hose will be pulled from the fire apparatus and walked around a structure to the most distant exterior portion of the structures to ensure Fire department access to meet CFMO-A1.
11. Plans must show standard fire hydrant being located within 400 feet along an exterior path of travel to all portions of a non-sprinklered structure and within 600 feet of a sprinklered structure.
12. Plans must state driveway will be made of an "all weather" material capable of holding 75,000 pounds.

**Roads & Airports Department:**

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

13. Summerhill Court is a County maintained road, revise plans labeling Summerhill Court as a "County Maintained Road" and remove all references to Summerhill Court being a private road.
14. It is unclear if the catch-basin in front of the property connects to an appropriate drainage facility, verify installation and show the connection point.
15. Revise the plan to show the revised driveway being improved to a County Standard B/4 Driveway approach. The revised driveway must be modified to conform to the existing roadway.

**Prior to resubmittal, please feel free to contact me to schedule an appointment so we can meet and discuss my comments regarding the project.**

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 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**

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PROCESSED. Fees required at the time of resubmittal will be those in effect at that time. If you have questions regarding the application, please contact me at (408) 299-5781 or [carl.hilbrants@pln.sccgov.org](mailto:carl.hilbrants@pln.sccgov.org).

A handwritten signature in black ink, appearing to be 'CH', with a long horizontal line extending to the right.

Regards,  
Carl Hilbrants  
Senior Planner

cc: Ed Duazo, LDE  
Alex Goff, FMO  
Leo Camacho, Roads & Airports

Moderna Homes  
558A Santa Cruz Avenue  
Menlo Park, CA 94025  
Attn: Yoanna Dakovska

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