

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



April 6, 2023

La Salle Sisters
248 Kirk Ave
San José, CA 95127

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

FILE NUMBER: PLN22-124
SUBJECT: Architecture and Site Approval
SITE LOCATION: 248 Kirk Ave, San José (APN: 599-39-117)
DATE RECEIVED: March 10, 2023 (resubmittal)

Dear La Salle Sisters:

Your application for Architecture and Site Approval (ASA) 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 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 your Project Planner Robert Cain at (408) 299-5706 or robert.cain@pln.sccgov.org regarding the following comments:

1. On plans, please note "No Gradiiong Proposed".

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LAND DEVELOPMENT ENGINEERING

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

2. The proposed patio cover is located over an existing courtyard/patio that requires stormwater treatment (County File No. 6472-10P-10A-10G). In the plans, demonstrate that the required stormwater treatment is being maintained (i.e., if the patio cover diverts run-off from reaching the courtyard and draining to stormwater treatment, then an equivalent amount of impervious roof area drainage should be conveyed to stormwater treatment).
3. The vegetated (grass) swale along Kirk Avenue was designed to treat stormwater run-off between Buildings A and B. The proposed patio cover will convey more impervious area run-off to the vegetated swale than it was designed for. It is unclear whether the vegetated swale can accommodate and treat the additional run-off. Provide preliminary calculations to demonstrate that the vegetated swale can accommodate and treat the additional run-off. Alternatively, provide a patio cover that is designed to convey only an equivalent amount of impervious run-off to the vegetated swale.

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 Building Site Approval, Grading Approval, and Design Review applications are charged a minimum fee and will be charged additional fees to continue processing when the initial payment is exhausted which includes.

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

Warm regards,



Robert Cain
Associate Planner

cc:

Samuel Gutierrez, Principal Planner
Ed Duazo, Land Development Engineering
Samantha Tran, Applicant