

# 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



September 2, 2022

Yogesh Chitlangia  
15581 Glen Una Drive,  
Los Gatos, CA 95030-2908

**FILE NUMBER:** PLN22-137  
**SUBJECT:** Building Site Approval and Design Review Tier III  
**SITE LOCATION:** 15581 Glen Una Drive, Los Gatos, CA 95030-2908 (APN: 510-26-007)  
**DATE RECEIVED:** August 2, 2022

Dear Yogesh Chitlangia,

Your application for a Building Site Approval and Design Review Tier III was received on the above date and is 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://plandev.sccgov.org/how/apply-permit/planning-resubmittal-procedures>. 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, the Planning Office 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 specialty or office and can provide details about the requested information.

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

Please submit *all* electronic copies of the revised plans/resubmittal documents (PDF) with a written response letter addressing each incomplete comment.

### **PLANNING OFFICE**

Contact your Project Planner Parya Seif at (408)299-5783 or [parya.seif@pln.sccgov.org](mailto:parya.seif@pln.sccgov.org) regarding the following comments:

*Acknowledgement and Agreement Form*

1. The submitted Acknowledgement and Agreement Form must be updated to reflect the correct record number which is PLN22-137 and include both property owners, Linga m. Vuppala and Kalyani Jaladi, signature.

*UPDATED 'Acknowledgement and Agreement' FORM ATTACHED WITH RESUBMITTAL*

*Lot Legality*

2. The submitted current Grant Deed, and record of survey do not provide adequate information for staff to determine lot legality. Please provide one of the following items.
  - a. The grant deed that was in effect on June 25, 1969, and the deed showing the first transfer of title after June 25, 1969.
  - b. Record of survey with a certification by the Clerk of the Board of Supervisors, which matches the legal description on the current deed stating **it is a legal lot**.

*ATTACHED IS A COPY OF THE FIRST SALE/ TRANSFER/ GRANT DEED FOR THE PROPERTY FROM December, 1969. Site Plan*

Please revise the site plan and identify the following items:

3. Plans do not properly delineate the 20-foot required side setback. Pursuant to the “right-of-way” and “setback” definitions in County Zoning Ordinance Section 1.30.030, the side setback should be measured 20 feet from the edge of the roadway. Site plans are required to provide the required front, rear, and side-yard setbacks, revise the submitted plan accordingly. Code reference language provided below.

*Right-of-way: The total (improved and unimproved) area of land within the bounds of a dedicated public or private road. Also includes any ingress-egress easement that provides the right to pass over one property to access another.*

*Setback: The horizontal separation required between lot lines (and/or rights-of-way, see below), and the nearest point of a building or structure, including below-grade walls. The setback line shall be deemed to mean a line parallel to the lot line separated by the required setback distance. The measurement shall be taken from the rough exterior building walls (structural wall components; excluding trim, exterior siding, stucco or other such finishing materials), or other vertical structural components, to the nearest lot line, exclusive of those architectural features listed in Section 4.20.110 as exempt. Setbacks shall also be taken from the edge of any right-of-way that abuts or passes through the subject lot. In situations where the property line lies within the right-of-way, the setback shall be taken from the edge of such right-of-way. However, if an official plan line or future width line has been established for the abutting right-of-way, setback measurement shall be taken from such official plan line or future width line.*

*PLANS AMENDED TO REFLECT THE 20' SIDE SETBACK PER PROPOSED R.O.W. (THAT INCLUDES THE ADDITIONAL DEDICATION FOR THE ACCESS ROAD PER THE COUNTY STANDARDS).*

4. Plans do not identify the elevation details of proposed fences and gates. This information is required for design review as they are structures.

*SITE LAYOUT REVISED SUBSTANTIALLY. NO FENCE/ GATE PROPOSED ALONG NORTHERN EDGE. ONLY FENCE PROPOSED AT FRONT (GLEN UNA DR SIDE). PLANS AMENDED TO INCLUDE PROPOSED FENCE/ ELEVATION DETAILS. REFER SHEET A0.0 SITE PLAN & SHEET A0.1- DETAIL 1.*

- Plans do not provide details of the proposed water landscape feature located in the front setback. Please provide the height of the landscape feature and clarify its material. Please note that the Light Reflectivity Value (LRV) of the material must be less than 45 and listed in the color sample document.

*LANDSCAPE LAYOUT AMENDED. NO WATER FEATURE PROPOSED NOW. REFER NEW SITE PLAN SHEET A0.0 & REVISED LANDSCAPE PLAN & DETAILS (SHEET L1-L6).*

- It seems that there are walls around the pool equipment. Please clarify if the project includes a structure for pool equipment.

*SITE LAYOUT UPDATED. THE WALL NEXT TO THE POOL EQUIPMENT IS ONLY FOR SCREENING PURPOSE AND NO STRUCTURE/ ENCLOSURE PROPOSED FOR THE POOL EQUIPMENT. REFER REVISED SITE PLAN SHEET A0.0 & LANDSCAPE PLANS*

- Plans do not provide information regarding the percent coverage of front yard by driveway and parking areas. Pursuant to the County Zoning Ordinance section 4.30.070, driveways and parking areas may not be wider than 40 percent of the width of the lot's frontage along the street, measured where the driveway(s) crosses the edge of right-of-way. Driveways and parking areas cumulatively may not cover more than 40 percent of the land area of the front yard (defined in § 1.30.030).

*SITE LAYOUT @ FRONT REVISED. THE PROPOSAL NOW ONLY HAS A DRIVEWAY AND NO ADDITIONAL PARKING AT FRONT.*

*Front Yard: Per the County Zoning Ordinance Section 1.30.030, The front yard extends across the full width of the lot lying between the front lot line and the nearest line of the dwelling.*

*AREA CALCULATION FOR FRONT YARD COVERAGE ADDED TO THE REVISED SITE PLAN ON SHEET A0.0*

#### *Tree Protection Information*

- It appears that the project, including the existing residence demolition and the proposed residence and driveway, is located within the driplines of multiple trees with the trunk diameter of more than 12." Please provide the species and trunk sizes of all existing trees in table format if the proposed improvements, including the driveways and accessory structures, extend into the dripline of existing trees. According to *Santa Clara County Guidelines for Tree Protection and Preservation for Land Use Applications* (see enclosed document), a report prepared by an ISA certified arborist is required to provide assessment for all existing trees if the proposed construction is located within the driplines of the trees. The arborist report shall also provide recommendations or mitigation measures for tree protection from pre-construction through post-construction.

*ARBORIST REPORT ATTACHED*

#### *Retaining Walls*

- Plans do not clearly identify the height of the retaining walls. Please provide typical section view of all proposed retaining walls showing top and bottom of wall elevations.

*HEIGHT OF RETAINING WALLS INDICATED ON THE REVISED CIVIL PLANS. REFER SHEET C2.0*

#### *Identification of Potential Historic Resources*

- The project includes demolition of structures 50 years or older. Therefore, evidence of historic significance is required. Please submit a completed and signed Identification of Properties for Potential Historic Significance forms (Part I and II, see enclosed), for the subject property and photographs of each elevation of the subject structure and any related structures or associated features.

*THESE WERE SUBMITTED WITH THE ORIGINAL SUBMITTAL. THE FORMS ARE ATTACHED AGAIN PER THE COMMENT.*

#### *Hazardous Waste and Substance Sites List Questionnaire*

11. The submitted Hazardous Waste and Substance Sites List Questionnaire Form does not provide a response to Yes/No question regarding whether the proposed development is listed in the office of Planning and Research Hazardous Waste and Substance Sites list. Please update the Form and provide a response to Yes/No question.

*REVISED 'Hazardous Waste & Substance Sites List Questionnaire' FORM ATTACHED.*

#### *Design Review*

12. The submitted color sample document does not provide the Light reflectivity Value (LRV) of all exterior surfaces. Please identify the LRV (as number) of doors, windows, stairs, balcony railings, fences, retaining walls, etc.

*ATTACHED IS REVISED COLOR MATERIAL SAMPLE DOCUMENT WITH REVISED LRV FOR ALL BUILDING EXTERIOR SURFACES. ADDITIONAL MATERIAL SAMPLE DOCUMENT FOR EXTERIOR SITE LANDSCAPE FINISHES ALSO INCLUDED.*

13. The submitted color sample document identifies that the proposed exterior wall color has a LRV of more than 45 (LRV: 66), which does not conform to the Zoning Ordinance 3.20.040 (B). Please revise the proposed color sample and note that the light reflectivity value of exterior surfaces shall not exceed 45.

*COLOR SAMPLE DOCUMENT REVISED TO PROPOSE EXTERIOR WALL COLORS THAT COMPLY. REFER REVISED COLOR/MATERIAL SAMPLE DOCUMENT ATTACHED.*

#### *Early Public Outreach*

14. The project is subject to the early notification and outreach policy under Design Review Tier III. Therefore, signage at the site of the project and notification to surrounding properties are required. Attached is the signage that is required to be posted at the project site for File PLN22-137. A list of signage vendors (sign companies) and Public Notice Sign Guidelines are also included for your reference. The applicant is required to provide a photo within the 30-day time frame confirming the on-site signage has been satisfied.

*SIGNAGE WAS PUT UP ON SITE AND COPY OF THE PHOTO OF THE SITE EMAILED TO THE PLANNER WITHIN THE PRESCRIBED TIMEFRAME.*

#### **LAND DEVELOPMENT ENGINEERING**

Contact Darrell Wong at (408)-299-5735, [darrell.wong@pln.sccgov.org](mailto:darrell.wong@pln.sccgov.org) regarding the following:

15. Please demonstrate that the access road from the intersection with Glen Una to the driveway shown on the plan conforms to County Standard Detail SD2. If the access road does not conform to County Standard Detail SD2, submit a proposal to build a pro rata portion of the unnamed access road based upon the fully developed use of the road. Provide a road study, or other documentation, justifying the proposal. For additional information refer to the County of Santa Clara Standards and Policies Manual – Volume I, Land Development (Private Road Stage Improvements, page A6.1) Please note that road improvements may be required beyond the driveway entrance. A copy of the 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)

*SITE PLAN AMENDED TO COMPLY WITH THE REQUIREMENTS PER THE COUNTY STANDARD DETAIL SD2. REFER REVISED SITE PLAN ON SHEET A0.0*

16. Please include a driveway approach per SD4 that conforms to County standards along the unnamed access road.

*DRIVEWAY ACCESS REVISED TO COMPLY WITH THE SD4 REQUIREMENTS. REFER REVISED SITE PLAN ON SHEET A0.0*

17. Based upon County policy, a right-of-way dedication of twenty feet measured perpendicularly from the property line along the unnamed access road would be required with this development resulting in an additional 10' offer of dedication along the unnamed access easement. It appears that the proposed house will/may encroach on the proposed

right-of-way/setback. Please review with Planning Department Staff regarding setback requirements.

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18. Please remove all fencing and wall improvements from the proposed or existing right of way along the unnamed access road.

*UKVG"NC["QWV"COGPF"VQ"TG"OQXG"HGPEG"CPF"YCNN"KORTQXGOGPVU"HTQO"OQFKHGF"TI"QI"YI"K"PENWFKPI"VJG"CF"FKVK"QPCN"32)"FGFKECVKQP"0"TGHT"TGXRUGF"UKVG"RNCPCP"UJGGV"C202*

19. Please include all applicable easements affecting the parcel with benefactors and recording information on the site plan. Please supply a copy of the preliminary title report, prepared within the current ownership of the property, with a statement from the owner that no subsequent encumbrances have been recorded since the preparation of the title report.

*UKVG"RNCPTGHNGEVU"CNN"GCUGOGPVU"EQRI"QH"VJG"RTGN"OGT["VKVNG"TGRTV"CVVCEJGF0*

20. Submit a completed San Francisco Bay Watershed Questionnaire. Based on the results of the Questionnaire, incorporate the applicable stormwater treatment measures in the plans. Please note that if the project is not approved by June 30, 2023, the project may be subject to additional requirements.

*CVVCEJGF0*

### **FIRE MARSHAL OFFICE**

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

21. Project is located within the State Response Area (SRA) and the Wildland Urban Interface (WUI)- Very High.

- a. Chapter 7A of the CBC to be met at Building Permit submittal.
- b. Defensible space to be maintained at all times.
- c. PRC-4290 to be met.

22. Fire sprinklers are to be listed as a deferred submittal.

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23. Plans to state fire department access will be made of an "all weather" Material capable of holding 75,000 pounds.

*PQVG"CF"FGF"VQ"TGXRUGF"EKXKN"RNCPU"UJGGV"E402" ("UJGGV"C2020*

24. Driveway is greater than 150 ft. in length, plans are to show a fire department turnaround meeting CFMO-SD16.

*RNCPU"COGPF"FGF"VQ"K"PENWFG"C"VWTPCTQWPF"CV"VJG"KPVGTUGEVKQP"QH"VJG")INGP"WPC"FTXG)" ("WPPCOGF"UKFG"CEEGUU"TOCF"0"TGHT"TGXRUGF"UKVG"RNCPCP"UJGGV"C202"CPF"EKXKN"RNCPU"E402*

25. Plans show gates at driveway, gates are to be listed as manual or mechanical.

*UKVG"NC["QWV"CPF"RNCPU"COGPF"FGF"0"PQ"ICV"GU"RTQR"QUGF"CV"VJG"HTQPV"QT"UKFG"CEEGUU"CP["OQTG0*

- a. Mechanical gates are to show Knox Key Switch as (N)new or (E)existing.

26. Plans to show all portions of structures within 200 ft. exterior path of travel to fire department access. Current measurement is estimated at 245 ft. exterior path of travel.

*CNN"UVTWEVWTGU"CTG"YK"JKP"VJG"422)"RCVJ"QH"VTCXGN"VQ"HKTG"FGRCTVOGPV"CEEGUU"VJCV"K"PENWFGU"DQVJ"INGP"WPC"FTXG"CPF"VJG"UKFG"CEEGUU"TOCF*

27. Plans to label (E) fire hydrant as standard or wharf hydrant.

*UKVG"RNCPCOGPFGF"VQ"KPFKECVG"VJG"\*G+"J["FTCPV"CU"C)UVCP"FCF"J["FTCPV"0"TGHT"UJGGV"C202*

### **GEOLOGY**

Contact Jim Baker at (408) 299-5774 or [jim.baker@pln.sccgov.org](mailto:jim.baker@pln.sccgov.org) regarding the following:

28. Submit a geologic report that includes an evaluation of the potential for surface fault rupture to occur at the site which is located within a County Fault Rupture Hazard Zone. Pay the appropriate report review fee when uploading an unsecured pdf of the report into the Documents portal of Accela.

*GEOLOGICAL REPORT ATTACHED.*

**CALFIRE**

Contact Carlos Alcantar at [carlos.alcantar@fire.ca.gov](mailto:carlos.alcantar@fire.ca.gov) for information regarding the following items.

29. This project (PLN22-137) is located within the State Responsibility Area (SRA) and is recommended to follow all minimum wildfire protection standards of **California Code of Regulations Title 14 Natural Resources Division 1.5 Department of Forestry Chapter 7 - Fire Protection Subchapter 2 SRA Fire Safe Regulations Articles 1-5.**

*NOTE ADDED TO SHEET A0.1*

30. **Access:** Sections of Glen Una Drive do not meet specifications in § 1273.01 in the Fire Safe Regulations. Those sections of Glen Una Drive will need to conform to § 1273.01 to Building site and provide a minimum of two ten (10) foot traffic lanes, not including shoulder and striping.

*NOTE ADDED TO PLAN. REFER SHEET A0.1*

**Article 2 Emergency Access and Egress**

**§ 1273.00. Intent**

Roads and driveways, whether public or private, unless exempted under 14 CCR § 1270.02(d), shall provide for safe access for emergency wildfire equipment and civilian evacuation concurrently, and shall provide unobstructed traffic circulation during a wildfire emergency consistent with 14 CCR §§ 1273.00 through 1273.09.

**§ 1273.01. Width.**

- a. All roads shall be constructed to provide a minimum of two ten (10) foot traffic lanes, not including shoulder and striping. These traffic lanes shall provide for two-way traffic flow to support emergency vehicle and civilian egress, unless other standards are provided in this article or additional requirements are mandated by local jurisdictions or local subdivision requirements. Vertical clearances shall conform to the requirements in California Vehicle Code section 35250.
  - b. All one-way roads shall be constructed to provide a minimum of one twelve (12) foot traffic lane, not including shoulders. The local jurisdiction may approve one-way roads.
    - 1) All one-way roads shall, at both ends, connect to a road with two traffic lanes providing for travel in different directions, and shall provide access to an area currently zoned for no more than ten (10) residential units.
    - 2) In no case shall a one-way road exceed 2,640 feet in length. A turnout shall be placed and constructed at approximately the midpoint of each one-way road.
  - c. All driveways shall be constructed to provide a minimum of one (1) ten (10) foot traffic lane, fourteen (14) feet unobstructed horizontal clearance, and unobstructed vertical clearance of thirteen feet, six inches (13' 6").
31. **Gate Entrances:** Ensure all gates providing access from a road to a driveway shall be located at least thirty (30) feet from the roadway and shall open to allow a vehicle to stop

without obstructing traffic on that road per § 1273.09. Security gates and the emergency operation shall be maintained operational at all times.

**§ 1273.09. Gate Entrances**

- a. Gate entrances shall be at least two (2) feet wider than the width of the traffic lane(s) serving that gate and a minimum width of fourteen (14) feet unobstructed horizontal clearance and unobstructed vertical clearance of thirteen feet, six inches (13' 6").
- b. All gates providing access from a road to a driveway shall be located at least thirty (30) feet from the roadway and shall open to allow a vehicle to stop without obstructing traffic on that road.
- c. Where a one-way road with a single traffic lane provides access to a gated entrance, a forty (40) foot turning radius shall be used.
- d. Security gates shall not be installed without approval. Where security gates are installed, they shall have an approved means of emergency operation. Approval shall be by the local authority having jurisdiction. The security gates and the emergency operation shall be maintained operational at all times.

*SITE LAYOUT AND PLANS AMENDED- NO GATES PROPOSED AT THE FRONT OR SIDE ACCESS DRIVEWAYS. REFER REVISED SHEET A0.0*

32. **Defensible Space:** Maintain defensible space specifications described in Public Resource Code 4291.

**§ 1276.01. Setback for Structure Defensible Space.**

- c. Structures constructed in the SRA are required to comply with the defensible space regulations in Title 14. Natural Resources Division 1.5. Department of Forestry and Fire Protection Chapter 7. Fire Protection Subchapter 3. Fire Hazard.

*NOTE ADDED TO REVISED PLANS. REFER SHEET A0.1*

**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 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 Grading Approval Application has been 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.

Sep 2, 2022  
File No. PLN22-137  
Glen Una Drive

If you have questions regarding the application, please contact me at (408)299-5783 or [parya.seif@pln.sccgov.org](mailto:parya.seif@pln.sccgov.org).

Sincerely,

*Parya Seif*

Parya Seif  
Associate Planner

**cc:**

Samuel Gutierrez, Principal Planner

**enclosed:**

- Santa Clara County Guidelines for Tree Protection and Preservation for Land Use Applications
- Identification of Properties for Potential Historic Significance forms (Part I and II)
- Design Review Guideline
- Sign Template and list of sign companies