

County of Santa Clara

Department of Planning and Development

County Government Center, East Wing, 7th Floor

70 West Hedding Street

San Jose, CA 95110

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November 1, 2022

Jeremy McChesney
1385 Fremont Ave
Los Altos, CA 94024

jlmccches@gmail.com

BY EMAIL ONLY

FILE NUMBER: PLN22-182
SUBJECT: Building Site Approval and Grading Approval for a new 3,989 SF single-family residence with a basement and detached garage. The proposed earthwork quantities include 575 CY of cut and 575 CY of fill.
SITE LOCATION: 1620 Crestview Drive, Los Altos (APN 331-11-113)

Dear Mr. McChesney:

The application for Building Site Approval and Grading Approval is **incomplete**. For the application processing to resume, please resolve the following issues and submit the information listed below.

Resubmittals are made electronically with Rebecca Rockom, the assigned project manager/planner, and must include all requested information along with a completed application form (which is used to track the resubmittal). Once the information is resubmitted, the Planning Office will distribute the plans, reports and/or information to the appropriate staff or agency for review.

If there are any questions about the information requested, please contact the specific staff for that item.

A VIRTUAL APPOINTMENT IS REQUIRED FOR A RESUBMITTAL. PLEASE EMAIL ME TO SCHEDULE AN APPOINTMENT.

Please submit electronic copies of the revised plans /resubmittal documents (PDF) with a *written response* addressing the following items:

PLANNING OFFICE

Contact (408) 299-5707 or rebecca.rockom@pln.sccgov.org regarding the following comments:

1. No exterior elevation plans are included with the submittal. The height of the proposed 2-story structure must be shown on plans. The maximum height of dwellings in the n1 zone shall be 27 feet, pursuant to [§ 3.40.030](#).
2. Floor plans are missing from the submitted plan set. Please provide a floor plan with complete dimensions, all important structural elements, and any other information necessary information to show that building will meet all applicable codes.
3. In the n1 district within Los Altos, a Floor Area Maximum applies per [§ 3.40.030](#):
 - a. As noted in item 2, dimensions of structures are necessary to confirm floor area calculations. Detached garage is noted at 484 SF, but proposed rear yard accessory structure coverage is only 440 SF.
 - b. Maximum floor area ratio (FAR) of parcel, pursuant to [§ 3.40.030](#), is 4,020 SF and proposed FAR is 3,989 SF. To ensure proposed FAR does not exceed maximum, provide a floor area block diagram with calculations signed by a licensed architect to verify the submitted square footage calculations.
4. Driveway appears to be greater than 40% of the front yard area (30 x 95 = 2850 SF total). Pursuant to [§ 4.30.070\(A\)7](#), 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). Please confirm total of square foot coverage of the driveway in the front yard area with a block area diagram that shows no more than no more than 40% coverage.
5. Applicant must provide evidence showing legal lot status. Application is missing the pre-1969 deed with the same configuration with the current deed. The deed recorded on August 20, 1965 is only for an area of 20' x 95' (a portion of what is now APN 331-11-113).

HISTORIC HERITAGE COORDINATOR

6. As the project proposes the demolition of a structure over 50 years old, please submit an historic evaluation from a licensed architectural historian to ensure Planning staff can determine historic significance, under CEQA. Please refer to the criteria of historic significance in zoning ordinance [Section C17-5](#).
7. Revise the historic significance sheet. The date of the construction refers to the original structure.

DEPARTMENT OF ENVIRONMENTAL HEALTH

Contact Darrin Lee at (408) 299-5748 or darrin.lee@deh.sccgov.org regarding the following comments:

8. Obtain and provide the following well serve letters from the local service providers:
 - a. Sanitary sewer will serve letter from the City of Los Altos.
 - b. A water will serve letter from California Water Services for domestic/potable water.

LAND DEVELOPMENT ENGINEERING

Contact Darrell Wong at (408) 299-5735 or darrell.wong@pln.sccgov.org regarding the following comments:

9. Please provide a table of the estimated impervious areas that are created as a part of the development. The net change, as well as an accounting of the new/replacement impervious areas shall be clearly stated on the plans.
10. Please show the limits of the disturbed area as a result of the proposed development. Include the disturbed areas of the utility installation as well.
11. Please clearly identify and show the limit of the public right of way and the scope of work proposed for the public right of way.
12. The proposed development impacts drainage flows, thereby not meeting the exemption requirements of Section C12-407 of the County Grading & Drainage Ordinance. Please provide a revised Drainage Plan that demonstrates the following items:
 - a. the site can be adequately drained,
 - b. the proposed development will not cause problems to the nearby properties,
 - c. the on-site drainage will be controlled in such a manner as to not increase the downstream peak flow or cause a hazard or public nuisance. If this cannot be demonstrated, provide a detention system pursuant to the Design Guidelines in Section 6.3.3 of the 2007 Santa Clara County Drainage Manual. The current design shows drainage runoff terminating in drainage inlets at the front and rear of the property. It is unclear as to how the drainage runoff will be handled from those points.
13. Please revise the driveway plan and section to conform to County Standard Detail SD5 or as required by the County Fire Marshal's Office, whichever is greater. Provide a cross section and structural detail for the driveway access to the rear structure.
14. Please revise the driveway turnaround to conform to County Standard Detail SD16 or as required by the County Fire Marshal's Office or CalFire, whichever is greater to meet the requirements of the Fire Marshal's Office, as necessary.
15. Please include all applicable easements affecting the parcel(s) with benefactors and recording information on the site plan. Please supply a copy of a 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.
16. Please note that requirements for the SF Bay watershed will change for projects not approved by June 30, 2023 for all projects that have not yet obtained approval by that date.

ROADS AND AIRPORTS

Contact Thomas Esch at (408) 573-2450 or tom.esch@rda.sccgov.org regarding the following comments:

17. Provide a Sight Distance Analysis (SDA) for driveway approaches. The SDA shall be based on County Standard driveway approach layouts consistent with Caltrans Highway Design Manual Section 200 and prepared by a licensed civil engineer demonstrating adequate stopping sight distance in both directions is available. The SDA is to include the following:
 - a. The design speed used to determine the stopping sight distance.
 - b. The basis of the design speed, i.e., the engineer's statement that he/she has determined the speed by driving the section of roadway or the engineer's calculation of the speed based upon the existing measured roadway geometry
 - c. The limits of any obstruction(s) to be removed between the edge of pavement and the sight line.
18. Indicate on plans if any conflicts will require mitigation, such as tree removal or additional grading.
19. All driveways accessing the property will be required to be improved to County Standard B/4 approach; the revised plans should indicate as such.
20. 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).
21. Gates, fences, retaining wall, fixed appurtenances, etc. shall be located outside the limits of the County maintained road right-of-way (ROW). If any items must remain in the ROW a Maintenance and Indemnification Agreement (MIA) recorded against the property will be required. Indicate on plans the intent of any existing or future items in the ROW.

FIRE MARSHAL'S OFFICE

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

22. Plans are to show a standard fire hydrant within 400 ft. exterior path of travel to all portions of non-sprinklered structures and 600 ft. of sprinklered structures.
23. Plans to state fire sprinklers will be a deferred submittal and clarify what structure/s will have sprinklers.

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 manager.** If the requested information is not submitted within **180 days**, you are 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 the incomplete letter. **PARTIAL RESUBMITTALS WILL NOT BE PROCESSED.** Fees required at the time of resubmittal will be those in effect at that time.

Note the Design Review application has been charged a minimum fee and will be charged additional fees to continue processing when the initial payment is exhausted.

In submitting the land use application, the owner/applicant included an initial application fee. Application fees are categorized as "fixed fees" and "billable fees", based on the specific

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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.

If you have questions regarding the application, please contact (408) 299-5707 or rebecca.rockom@pln.sccgov.org.

Sincerely,



Rebecca Rockom
Assistant Planner