

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



March 23, 2023

Mark Bonino
340 Bonair Siding Rd
Stanford, CA 94305
Email: mbonino@stanford.edu

****Sent via email ****

FILE NUMBER: PLN23-036
SUBJECT: Architecture and Site Approval and Grading Approval for Varsity Tennis Center
SITE LOCATION: 275 Sam McDonald Mall, Stanford (APN: 142-04-036)
DATE RECEIVED: February 22, 2023

Dear Mark:

Your application for Architecture and Site Approval (ASA) and Grading Approval for the Varsity Tennis Center Project received on the above date is deemed **incomplete**. For the application processing to resume, you must resolve the following issues and submit the information listed below.

Please note that the Department is only accepting electronic submittals. Please refer to procedures for planning resubmittals, available on the County website at:

<https://plandev.sccgov.org/how/apply-permit/planning-resubmittal-procedures>

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. They represent a specialty or office and can provide details about the requested information.

AN APPOINTMENT IS REQUIRED FOR THIS RESUBMITTAL. PLEASE CALL ME AT (408) 299-5718 TO SCHEDULE AN APPOINTMENT.

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

PLANNING

Contact project planner Lulu Pang at (408) 299-5718 or lulu.pang@pln.sccgov.org regarding the following comments:

Site Plan

1. The proposed site plan (Sheet A1-1) does not provide all the required information for review and is incomplete. Please indicate the following items on the revised site plan:
 - a) Locations of the proposed tennis monuments as indicated on elevations.
 - b) All the road names present along the construction boundary line.
 - c) Clarify whether the existing trash enclosure will be removed or not.
 - d) Add a legend to the proposed site plan.
 - e) Clarify if the fence is existing or proposed.

Grading

2. Provide backfill quantities associated with demolition of the existing structure.

Floor Plans

3. There is an inconsistency between Sheet A2-0 and Sheet A2-2 regarding area #125. On Sheet A2-0, this area is labeled as “Future Buildout”, while on Sheet A2-2, it is labeled as “Open Space”. Please clarify the intended use of the proposed future buildout.
4. Provide a full name for the MTR Room and clarify its purpose on Sheet A1-3 and other relevant sheets accordingly.
5. Clarify whether the space labeled as “Impaired Height Space Below Bleachers” on Sheet A1-3 is enclosed and accessible. If it is, the floor area of the space where there is a minimum clearance of seven (7) feet in each of the three (3) dimensions for at least 70 contiguous square feet, should be included in the gross floor area/ GUP area calculation.

Elevations

6. Provide color legend for building materials. The elevations contain references to Color A, B, C, and D, but the color board/ legend has not been provided.
7. On Sheet A3-5 and Sheet A3-6, indicate which portion of the fence is existing and which portion is proposed. Indicate height of the fence on the elevations.
8. Provide dimensions and specify types of signs and banners proposed on the stadium elevation.

Sections

9. On Sheet A3-7, the labels for sections #2 are misaligned. Please update the labels to match those on 1/A2-2.

Tree Preservation and Removal Information

10. Please provide a table with the species and trunk sizes of trees to be planted with reference to the planting plan shown on Sheets L-1.01 & L-1.02. Include this table in the plan set. See the sample table below (add more rows as needed).

Tree Number	Common Name	DBH (inches)
1		
2		
3		
etc.		

Note: Any “protected” trees must be replaced according to the ratios required by GUP Condition K.4. (Trees shall be replaced at a ratio of 3:1 for oaks and 1:1 for non-oaks).

FIRE MARSHAL OFFICE

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

11. Sheet 42 of 45 shows an area as "Abandoned Secondary Fire Access" on the Fire Access Map (bottom right corner). Clarify on the plans what this note is implying.
12. Sheet 42 of 45 shows an interior turning radius of 22 feet. The turning radius is to be a minimum of 30 feet interior and 50 feet exterior.
13. Plans show bollards being removed from Sam McDonald Mall on Sheet 33 of 45. Clarify if bollards are proposed to be replaced and what type of bollards are proposed (if any).
14. The FDC is being relocated from the Campus Drive - Sam McDonald corner to the northern portion of Sam McDonald. Clarify the drivable width of fire department access as the proposal would be moving the FDC further from the main access.
 - a) Fire Department Access to be a minimum of 20 feet drivable. This may already exist but it's not clear on the plans.

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 within 1 year of the date of this letter and will not be accepted after 1 year. PARTIAL RESUBMITTALS WILL NOT BE PROCESSED. Fees required at the time of resubmittal will be those in effect at that time.

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. As of the date of this

letter, approximately 30% of the initial deposit associated with your "billable fee" application has been spent on the processing of your application.

If you have any additional questions regarding this application or would like to clarify Planning incomplete comments, please contact me at (408) 299-5718 or lulu.pang@pln.sccgov.org.

Sincerely,

Lulu Pang
Assistant Planner

cc:
Samuel Gutierrez, Principal Planner
Charu Ahluwalia, Senior Planner
Joanna Wilk, Senior Planner
Alex Goff, FMO