

# 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



May 25, 2023

Scott Zazueta, DZ Design Association, Inc  
18640 Sutter Blvd S 500  
Morgan Hill, CA 95037

**FILE NUMBER:** PLN23-069  
**SUBJECT:** Design Review Exemption (DRX)  
**SITE LOCATION:** 21690 Shillingsburg Avenue, San Jose, CA 95120 (APN: 708-40-005)  
**DATE RECEIVED:** April 25, 2023

Dear Scott Zazueta,

Your Application for Design Review Exemption (DRX) 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 Parya Seif at (408)299-5783 or [parya.seif@pln.sccgov.org](mailto:parya.seif@pln.sccgov.org) regarding the following comments:

1. Please clearly identify the number of horses on your property and provide a note on your site plan that clearly explains whether they are owned by the property owner or someone else.

### **LAND DEVELOPMENT ENGINEERING**

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

2. Please provide a table of the estimated earthwork quantities per C12-424(g). Quantities should be separated into the different bodies of work for the project. The quantities must include any of the improvements for access if there are any.
3. Please provide a table of the estimated impervious areas that are created as a part of the development. The net change in impervious areas shall be clearly stated on the plans.
4. 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 preliminary Drainage Plan conveying the drainage from the impervious areas created to the appropriate drainage facilities 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. Provide a detention system pursuant to the Design Guidelines in Section 6.3.3 of the 2007 Santa Clara County Drainage Manual.
5. Please show the driveway plan and section over which owners will take access to the stalls for loading/unloading and horse care.
6. Show the location of the access driveway over which the horse owners will take access to the property. The access driveway shall meet all the requirements of the County Roads and Airports Department for the work within the public right of way.
7. Submit a completed San Francisco Bay Watershed Questionnaire. Based on the results of the Questionnaire, incorporate the applicable stormwater treatment measures in the plans. Be advised that the compacted surfaces over which owners will drive upon are to be considered impervious surfaces per the Regional Water Board treatment requirements. **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. An updated questionnaire may be required for projects approved after June 30, 2023.**

### **ROADS AND AIRPORTS**

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

8. County roadway Shillingsburg Ave has a Future Width Line (FWL) for a 30-foot half street width (60-foot full street). Show on the revised plans the existing centerline, edge of pavement, and limits of the Shillingsburg Ave right-of-way (ROW) and the limits of the

FWL. A curvilinear dedication to public right-of-way will be required if a use permit applies, as determined by County Department of Planning and Development.

9. Indicate on plans that Shillingsburg Ave is a County Maintained Road.
10. Show the location of the access driveway to the horse operational area, or otherwise indicate access to the horse operational area from the existing driveway.
11. All driveways accessing the property will be required to be improved to County Standard B/5, and the revised plans should indicate as such. Include County standard details on the plan sets. Ensure any gates are located 30 feet from edge of pavement.
12. Provide a Sight Distance Analysis (SDA) for driveway approach/es. 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.
13. Indicate on plans if any conflicts will require mitigation, such as tree or shrub removal or trimming, fence removal, or additional grading, as a result of the driveway work and the site distance analysis.
14. Gates, fences, retaining walls, fixed appurtenances, etc. shall be located outside the limits of the County maintained road ROW. Indicate on plans the intent of any existing or future items in the ROW.
15. Swales on property appear to drain horse operations drainage directly to County ROW. Address on-site drainage and treatment, if applicable, per requirements of the County Department of Planning and Development. Demonstrate that the post-development maximum flow rate into the County Road right-of-way is equal-to or less-than the pre-development corresponding storm event flow rate per the County Drainage Manual. Provide engineered plans and drainage calculations for any detention or retention system necessary to satisfy this requirement.

**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

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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.

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.

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