

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



****VIA Emails Only****

October 18, 2023

David Ford

Via Email @ dave@allsignservices.com

FILE NUMBER: PLN23-160

SUBJECT: Architecture and Site Approval Administrative Review (ASX) for Sign Replacement

SITE LOCATION: 12915 Monterey Road, San Martin, CA 95046-9576 (APN: 779-13-018)

DATE RECEIVED: September 18, 2023

Dear David Ford,

Your application for Architecture and Site Approval Administrative Review for the replacement of two signs at 12915 Monterey Road, San Martin (APN: 779-13-018) is **incomplete**. For application processing to resume, you must resolve the following issues and submit the information listed below.

Resubmittals are to be made electronically with Reva Kakaria, the assigned project manager/planner, and 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 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 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 Reva Kakaria at (408) 299-5792 or reva.kakaria@pln.sccgov.org regarding the following comments:

1. The submittal is incomplete as it lacks information on the dimensions of the building where the sites are proposed to be installed. Indicate the dimensions of each occupancy frontage of the structure to which signs are attached on the site plans. Occupancy frontage is measured parallel

to the property line and at grade. Indicate the distance between signs and property lines on the site plans.

2. The plans are incomplete as they do not provide complete elevations of the freestanding sign. Please provide elevations of the freestanding sign that show the depth of the sign between each surface displaying text as well as the height of the sign.

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.

Any future application submittals must address all comments listed above. If you have questions regarding the application, please contact me at (408) 299-5792 or reva.kakaria@pln.sccgov.org.

Sincerely,

Reva Kakaria

Reva Kakaria
Assistant Planner

CC:
Samuel Gutierrez, Principal Planner