

# 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



October 26, 2023

**\*\*via email only\*\***

Daniel & Geraldine Markey

20975 Delaware Trail

Los Gatos, CA 95030

[gmarkey@gmail.com](mailto:gmarkey@gmail.com)

**FILE NUMBER:** PLN23-180

**SUBJECT:** Tree Removal Permit to remove three (3) boxelder trees.

**SITE LOCATION:** 20975 Delaware Trail, Los Gatos, CA 95030 (APN: 558-16-061)

**DATE RECEIVED:** October 6, 2023

Dear Mr. and Ms. Markey:

Your tree removal application to remove three (3) boxelder trees has been reviewed 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. Please submit *all* electronic copies of the revised plans/resubmittal documents (PDF) with a written response letter addressing each incomplete comment.

### **PLANNING OFFICE**

Contact David Horwitz at (408)299-5795 or [david.horwitz@pln.sccgov.org](mailto:david.horwitz@pln.sccgov.org) regarding the following comments:

1. The application includes an APN map but is missing a site plan. Pursuant to *the Santa Clara County -Municipal Code Section C16-7*, please submit a site plan that includes the following information:
  - a. The dimensions of property lines and all existing structures (structures on-site and structures on other properties that are close in proximity to trees proposed for removal);
  - b. Names of streets fronting the property and the edge of any County road right of way;
  - c. in a tabular format, the location, size, and species of all trees having a main trunk or stem measuring 15.7 inches or greater in circumference (5 inches or greater in diameter) that are at least 4.5 feet above ground, that are either proposed to be removed. Please refer to the table below as an example:

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

2. A Tree Planting and Maintenance Plan showing the species, size, and location of the replacement trees. Note that replacement trees will be required in accordance with *Santa Clara County Guidelines for Tree Protection and Preservation for Land Use Applications* (enclosed). As such, please provide a tree replacement plan and list the species and location of trees, per C16-7 (e). Replacement trees shall be of a like kind and species of tree removed, and the following are the replacement ratios:

For the removal of one small tree (5- 18 inches):  
 (3) 15-gallon trees, or (2) 24-inch box trees.

For the removal of one medium tree (18 – 24 inches):  
 (4) 15-gallon trees or (3) 24-inch box trees.

For the removal of a tree larger than 24 inches  
 (5) 15-gallon trees or (4) 24-inch box trees.

Note: The location of the replacement trees must be selected to be in a feasible area to promote proper growth and longevity of the replacement trees.

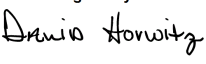
Example: Locating trees immediately adjacent to existing trees, septic tanks, leech fields, wells, retaining walls, structural foundations, and driveways should be avoided.

3. The Application for Tree Removal Permit states that two of the trees to be removed are a hazard to fall on structures, and one is infested with insects. To verify the condition of the

proposed trees to be removed, please submit an arborist report prepared by an ISA certified arborist detailing the health of the subject trees and their hazard potential.

If you have questions regarding the application, please contact me at (408) 299-5795 or [david.horwitz@pln.sccgov.org](mailto:david.horwitz@pln.sccgov.org).

Sincerely,

DocuSigned by:  
  
7066FCE5977A4A3...

David Horwitz  
Assistant Planner

**CC:**

Parya Seif, Associate Planner  
Samuel Gutierrez, Principal Planner

**Enclosed:**

- *Santa Clara County Guidelines for Tree Protection and Preservation for Land Use Applications*