

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



November 16, 2023

Thanh Tran
Southbay Structure, Inc.
3150 Almaden Express Way Suite #214
San Jose, CA 95118

thanh@sbstr.com

BY EMAIL ONLY

FILE NUMBER: PLN23-190
SUBJECT: Design Review (Tier 2) for addition of 2,103 sq. ft. including indoor basketball court and a bathroom to the main house.
SITE LOCATION: 15881 Glen Una Dr. Los Gatos, CA 95030 (APN:510-26-067)

Dear Thanh Tran:

The information below are not incomplete items and are not required to deem the application complete for processing. The section is informational only and can be discussed further if desired with County Staff.

PLANNING OFFICE

Contact the Project Manager at (408) 299-5707 or eunice.ban@pln.sccgov.org regarding the following comments:

1. The proposed project site is located within the RHS-d1 zone, which is the Urban Hillside Residential zone with the design review combining district. As such, the project must adhere to the [design review guidelines](#) to minimize the visual impact of development and to preserve the natural character of hillside area. Please review the following comments pertaining to the project's design requirement:

Site Design

- a. The site design should incorporate the existing natural features of the land and take into consideration the contours of the land.

Building Form

- a. The slopes of the roof should follow the natural contours of the land.

- b. Bulk of the building should be broken up by incorporating varied roof heights rather than having just one or two massive roof planes.

Landscape

- a. Please provide a landscaping plan. Ground cover, shrubs and trees should be used to mitigate visual impacts of development.
- b. All landscaping will be subject to approval by the Fire Marshall to make sure that it does not create a fire hazard.

Outdoor Lighting

- a. Please provide a lighting plan. The number, intensity, and location of light sources should be carefully designed so as not to be directly visible from off-site.

Grading

- a. When grading is required, gradient shall not be steeper than 1:2 (vertical to horizontal) and preferably will be a 1:3 gradient.
- b. Newly graded areas shall be seeded/mulched or re-vegetated within a reasonable time period (30 days) to reduce visual impacts of grading and to prevent erosion.
- c. All cuts and fills of grading should be adequately rounded off to blend with the surrounding natural terrain, where conditions permit.

Vegetation

- a. Existing trees with a circumference of 37.5 inches, measured 4.5 feet above the ground level should be protected during site preparation and building construction.

- 2. Story poles shall be required of all new buildings subject to Tier 2 design review. Story poles shall be fully erected, per the story poles standards established by the Planning Office (see attachment), and shall be approved by the zoning administrator at least seven (7) full days prior to any scheduled hearing, including continued hearings and appeal hearings. Story poles shall, at a minimum, remain in place until the close of the public hearing.

If you have questions regarding the application, please call (408) 299-5707 or email eunice.ban@pln.sccgov.org.

Sincerely,

Eunice Ban, AICP
Senior Planner