

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



December 8, 2023

****Sent via email****

Chen Yang

1638 Corte Via

Los Altos, CA 94024

bobacortevia@gmail.com

FILE NUMBER: PLN23-202
SUBJECT: Building Site Approval for new single-family residence with attached accessory dwelling unit
SITE LOCATION: 1638 Corte Via, Los Altos (APN: 331-11-052)
DATE RECEIVED: November 8, 2023

Dear Chen Yang:

The application for Building Site Approval for a new single-family residence with attached accessory dwelling unit located at 1638 Corte Via, Los Altos (APN 331-11-052) is **incomplete**. For the application process to resume, please resolve the following issues and submit the information listed below.

Resubmittals are made electronically with the assigned project planner and must include all requested information along with a completed application form (which is used to track the resubmittal). Once the information is resubmitted, the Planning Office will distribute the plans, reports, and/or information to the appropriate staff or agency for review.

If there are any questions about the information requested, please contact the specific staff for that item.

A VIRTUAL APPOINTMENT IS REQUIRED FOR RESUBMITTAL. PLEASE EMAIL THE ASSIGNED PROJECT PLANNER TO SCHEDULE AN APPOINTMENT.

Please submittal all electronic copies of the revised plans/resubmittal documents in PDF format with a *written response* addressing the following items.

PLANNING OFFICE

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

1. The grading quantities provided are incomplete. On the site plan, please provide a table detailing the amount of cut and fill (in cubic yards) associated with each individual improvement (e.g. building pad, driveway, landscaping, etc.), and the total amount of cut and fill. The maximum height and depth of cut and fill must be included on the site plans.
2. The submitted site plan is incomplete and missing the following requirements:
 - a. Identify the Corte Via right-of-way and label the center-line and width;
 - b. Include a revised grading quantities table (described in Comment No. 1);
 - c. Add dimensions of all proposed rooflines;
 - d. Add a north arrow accurately depicting the orientation of the site.
3. The civil survey must include the location of all proposed structures. It should also include sections and elevations for the proposed grading, correlating to the grading quantities table.

Historical Heritage Preservation

4. County records indicate that the existing single-family residence was constructed in 1952. Projects that include the demolition of structures 50 years or older must submit a completed and signed Identification of Properties for Potential Historic Significance forms (Part I and Part II), a copy of the Santa Clara County Residential Unit Property Record (available from the County Assessor's Office at 130 Tasman Dr, San Jose) for the subject property, and photographs of each elevation of the subject structure and any related structures or associated features. Part I and Part II forms are available on the County of Santa Clara Department of Planning and Development website, here: <https://plandev.sccgov.org/policies-programs/historic-preservation#1849274314-981773268>
5. Provide an evaluation by a license architectural historian on the historic significance (if any) of the existing structure and/or property. As the applicant is proposing demolition to a structure that is over 50 years old, staff needs to know whether the structure meets the criteria of significance under the County's Historic Ordinance of [C17-5](#) for the purposes of the California Environmental Quality Act (CEQA) review.

LAND DEVELOPMENT ENGINEERING

Contact Darrell Wong at (408) 299-5735 or darrell.wong@lde.sccgov.org regarding the following comments:

6. Please provide earthwork calculations of the earthwork quantities shown on the plans. Provide justification for the earthwork figure provided on the separate sheet.
7. The site plan currently provides minimal information and must be revised to show the following:

- a. A site location sketch indicating the location of the proposed development in relation to the surrounding area or region.
 - b. elevations and grades of the finished floor and the site improvements as compared to the existing topography.
 - c. Status of the existing improvements. Will the existing structure and site improvements be demolished or remain?
 - d. The north arrow and orientation of the improvements to the County maintained road must be shown. The site plan doesn't provide any orientation.
 - e. The locations and name of the County maintained road on the Site and improvement plans.
8. 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 earthwork quantities are stated to be 70CY on a separate document, but the quantities should be stated on the plans themselves.
9. 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.
10. Show all of the existing and proposed utilities on the plans. Utilities shown should include all wet and dry utilities to serve the proposed development.
11. The proposed development may impact drainage flows, thereby not meeting the exemption requirements of Section C12-407 of the County Grading & Drainage Ordinance. Please provide a Drainage Plan 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. If this cannot be demonstrated, provide a detention system pursuant to the Design Guidelines in Section 6.3.3 of the 2007 Santa Clara County Drainage Manual.
12. Please include all applicable easements affecting the parcel(s) with benefactors and recording information on the site plan. Please supply a copy of the preliminary title report, prepared within the current ownership of the property, with a statement from the owner that no subsequent encumbrances have been recorded since the preparation of the title report.

ENVIRONMENTAL HEALTH

Contact Jeff Camp at (408) 299-5748 or jeff.camp@deh.sccgov.org regarding the following comments:

13. Provide a sewer permit from local sanitary sewer provider. If no new permit is required, provide verification in writing from sanitary sewer provider. Once obtained, upload sewer permit or verification document to the public portal for review and sign off.

FIRE MARSHALL'S OFFICE

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

14. Plans are to show a fire hydrant located within 600 ft. exterior path of travel to all portions of sprinklered structure. [CFC Section 507.5.1]
15. Plans to show standard fire hydrant as (N) or (E).
16. Provide fire hydrant flow data for hydrant located within distance requirements. Data to be recorded within 1 year and show a minimum of 500 gpm is available at 20 psi. [CFC Table B105.1(1) and Table B105.1(2)]
 - a. Contact water purveyor for flow data.
 - b. Fire flow has been reduced due to fire sprinklers.
17. Clarify the area of structure, Project Information and the Project Scope state different Living and Garage areas.

ROADS AND AIRPORTS

Contact Tom Esch at (408) 573-2450 or tom.esch@rda.sccgov.org regarding the following comments:

18. Show on the plans the existing centerline, edge of pavement, and limits of Corte Via right-of-way (ROW). Indicate on plans that Corte Via is a County Maintained Road. A review is pending to determine if a dedication to public right-of-way will be required.
19. Improvement plans must clearly indicate existing and proposed site conditions within the ROW, including but not limited to, above and below ground utility lines, easements, drainage facilities, trees, landscaping, and other structures and features. All utility relocations, replacements, abandonments, temporary facilities, and new facilities shall be shown.
20. The driveway accessing the property will be required to be improved to County Standard B/4 and the revised plans should indicate as such with sufficient detail to confirm layout and dimensions per County Standard B/4. Include County standard details on the plan sets.
21. The property's frontage will be required to be improved. Street images indicate pavement repairs occurred along the frontage of this residence and adjacent residence, impacting drainage along the frontage and contributing to apparent failure of the roadway edge. Plans will need to indicate driveway reconstruction, repairing damaged asphalt, and rebuilding the frontage to County standards.
22. Include County Standard details on the plan sets. While not required during the planning review process, driveway and frontage details with dimensions and specifics will be required during the encroachment permit process, in sufficient detail to fully demonstrate application of

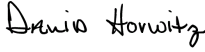
the County standards that will apply to the driveway, driveway gates, frontage and drainage to be constructed (i.e., not only referencing the County details).

23. 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.
24. Gates, fences, retaining walls, fixed appurtenances, etc. shall be located outside the limits of the County maintained road ROW. Gates shall be located 30 feet from edge of pavement. Indicate on plans the intent of any existing or future items in the ROW.

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 are 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 the incomplete letter. **PARTIAL RESUBMITTALS WILL NOT BE PROCESSED.** Fees required at the time of resubmittal will be those in effect at that time.

If you have any questions regarding the application, please contact David Horwitz at (408) 299-5795 or david.horwitz@pln.sccgov.org.

Sincerely,

DocuSigned by:

7066FCE5977A4A3...

David Horwitz
Assistant Planner

cc:

Samuel Gutierrez, Principal Planner