

# 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 14, 2024

Gurpreet Sangha

776 W 9th St,

Gilroy, CA 95020

Email: [gurpreeti.mann@gmail.com](mailto:gurpreeti.mann@gmail.com)

\*\*\* Sent via email \*\*\*

**FILE NUMBER:** PLN23-205

**SUBJECT:** Special Permit for the Proposed Use of Expanded Home Occupation  
in the Unpermitted Accessory Building to Partially Abate VIO23-0216

**SITE LOCATION:** 0 Las Animas Av, Gilroy (APN: 835-15-050)

**DATE RECEIVED:** April 17, 2024

Dear Gurpreet:

Your application for a Special Permit for the Proposed Use of Expanded Home Occupation in the Unpermitted Accessory Building to Partially Abate VIO23-0216, received on the above date is deemed **incomplete**. For the application processing to resume, you must resolve the following issues and submit the information listed below.

Please note that the Department is only accepting electronic submittals. Please refer to procedures for planning resubmittal, available on the County website at:

<https://plandev.sccgov.org/how/apply-permit/planning-resubmittal-procedures>

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. They represent a specialty or office and can provide details about the requested information.

**AN APPOINTMENT IS REQUIRED FOR THIS RESUBMITTAL. PLEASE CALL ME AT (408) 299-6724 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**

Contact project planner Buyan Batbaatar at (408) 299-6724 or [buyan.batbaatar@pln.sccgov.org](mailto:buyan.batbaatar@pln.sccgov.org) regarding the following comments:

1. The submitted existing and proposed site plans on Sheet C1 does not provide all the required information for review and is incomplete [refer to the [sample site plan](#) in rural base district]. Please identify the following items on the revised site plan:
  - a) Provide the correct scale;
  - b) Label the existing single-family residence to be converted to ADU;
  - c) Label the use of existing small structure located between the proposed ADU conversion and home office;
  - d) Front, side and rear setback for proposed ADU conversion;
  - e) Front, side and rear setback for existing storage unit;
  - f) Proposed side and rear setbacks for the home office;
  - g) Distance measured from proposed ADU to the home office and distance measured from storage unit to proposed ADU;

Note: In situations where the property line lies within the right-of-way, the setback line shall be taken from the edge of such right-of-way, and the proposed setback shall be measured between such right-of-way and the nearest point of a building or structure.
2. Provide a note on Sheet A2 indicating the proposed infill frame wall for the half bathroom.

## **ENVIRONMENTAL HEALTH**

Contact Darrin Lee at 408-299-5748, [darrin.lee@deh.sccgov.org](mailto:darrin.lee@deh.sccgov.org) regarding the following:

3. Septic feasibility testing has begun with DEH oversight. Please obtain a DEH stamped "approval recommended" septic design site plan. Once obtained, upload the stamped septic design plan to Accela for review and sign off.
4. Contact Jeff Camp at 408-918-3473 for water clearance. Once obtained, upload water clearance approval letter to Accela for review and sign off.

## **FIRE MARSHAL OFFICE**

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

5. Sheet C1 shows the water tank being relocated as well as the fire department connection. It appears this fire department connection is actually a wharf hydrant. The plans are to label this as a wharf hydrant and show a location meeting CFMO-W4.
6. Sheet C1 states the water tank is domestic and fire protection. A wharf hydrant tank is to only be for a wharf hydrant and not for domestic use. Domestic tanks are typically a separate 3,000 gallon water tank and also serve fire sprinklers per CFMO-W1 and CFMO-W5. Clarification is needed.

7. The driveway is to be made of an "all weather" material capable of holding 75,000 pounds. Note 1 on sheet C1 is to update this language.

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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 within 1 year of the date of this letter and will not be accepted after 1 year. 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 any additional questions regarding this application or would like to clarify Planning incomplete comments, please contact me at (408) 299-6724 or [buyan.batbaatar@pln.sccgov.org](mailto:buyan.batbaatar@pln.sccgov.org).

Sincerely,



Buyan Batbaatar  
Assistant Planner

cc:  
Samuel Gutierrez, Principal Planner