

# 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



July 12, 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:** Grading Approval and Special Permit for a New Single -Family Home and 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:** June 14, 2024

Dear Gurpreet:

Your application for a Grading Approval and Special Permit for the proposed single-family home and 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:

Please revise sheets C1 and C2 to change the text color to black and avoid using neon colors that are hard to see.

1. Identify the following items on the revised existing site plan [refer to the [sample site plan](#) in rural base district]:
  - a) Label the use of existing small structure located between the proposed ADU conversion and home office and provide the square footage;
  - b) Distance measured from proposed ADU to the home office and distance measured from existing storage unit to proposed ADU;
  - c) Distance measured from the ADU to the small accessory structure;
  - d) Provide the height of the storage/water tank
2. Revise sheet C1 to comply with section [§ 4.20.020](#) in the County Zoning Ordinance. Water tanks shall have a minimum front yard setback equal to that required for dwellings in the applicable zoning district. Note that water tanks that are 12 feet or less in height shall be set back from any side or rear property lines a minimum of three feet. Water tanks that are greater than 12 feet in height shall be set back from any side or rear property lines a minimum of 30 feet.
3. Provide the total cubic yards of cut and fill on the grading quantities table on sheet C2.
4. Revise sheet A2 to state the correct floor area of the proposed home office. Pursuant to section [§ 1.30.030](#), gross floor area includes the horizontal area of an interior stairway at each of the two or more stories to which the stairway provides access.
5. 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:

6. Septic feasibility testing has begun with DEH oversight. Demonstrate through wastewater calculations, the minimum amount of dispersal field required to accommodate the proposed use. Obtain a DEH stamped "approval recommended" septic design site plan. Once obtained, upload the stamped septic design plan to Accela.
7. Contact Jeff Camp at 408-918-3473 for water clearance. Once obtained, upload water clearance approval letter to Accela.

## **FIRE MARSHAL OFFICE**

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

Provide a Response Letter addressing comments below, clarify what sheet comments are addressed. More comments may be made when more information is supplied.

8. Fire sprinklers are to be listed as a deferred submittal for the (N) home and ADU.
9. The Cover Sheet is to list the 2022 CFC under Applicable Codes.
10. Ensure the provided scale for sheet C1 is correct.
11. Plans are to show a fire hydrant located within 400 ft. exterior path of travel to all portions of non-sprinklered structures and 600 ft. of sprinklered structures. [CFC Section 507.5.1]
12. Plans to show hydrant as (N) or (E) and standard or wharf hydrant.
13. If a water purveyor isn't available, a wharf hydrant is to be shown per CFMO-W4. This includes, but isn't limited to the following.
  - a. Being located at a 20 ft. drivable width, fire department turnaround or turnout.
  - b. Being located no less than 2 ft. from fire department access but no more than 8 ft.
14. If a water purveyor isn't available, plans are to show above ground water tanks and a wharf hydrant meeting CFMO-W1, W4 and W5. Plans are to state the size and use of water tanks. An example is (N) 2-5,000 gallon water tanks for wharf hydrant and (N) 3,000 gallon water tank for domestic/fire sprinkler water.
15. 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.
16. Sheet C1 NOTE 3 states the minimum drivable width is to be 10 ft., this is to be a minimum of 12 ft. drivable width excluding shoulders per CFMO-A1.
17. Sheet C1 references D-1 for the turnarounds. This is referencing the standards for properties located within the incorporated cities. This note is to reference CFMO-SD16.
18. Turnaround "C" as labeled on sheet C1 is for a cul-de-sac bulb, this appears to be turnaround "D" and not "C".
19. There is a Turnaround listed on C1 for a turnaround that is pointing at the property line. It's unclear if this was accidental. Clarification is needed.
20. Sheet C1 has a note regarding a turnout meeting D-1, this is to be CFMO-A1 for properties in the unincorporated county.

### **LAND DEVELOPMENT ENGINEERING**

Contact Darrell Wong at (408)-299-5735, [darrell.wong@pln.sccgov.org](mailto:darrell.wong@pln.sccgov.org) regarding the following:

21. Please comply with the Grading setbacks to property line per County Grading Ordinance C12-558. Adjust the location of the graded swale such that it meets the 5' grading setback.
22. Show all of the existing and proposed utilities on the plans. These utilities include, but are not limited to sanitary/septic system, water, and electrical/joint trench.
23. Please revise the driveway plan and section to conform to County Standard Detail SD5 or as required by the County Fire Marshal's Office, whichever is greater. The plans appear to show a 12' drivable surface, but the plan and section should show whether the drivable surface is to be supported by a shoulder if it is in a fill condition or native ground in a sub excavated condition.
24. Provide shoulders to support the driveway and the fire turnaround and turnout locations where the pavement is in a fill condition.
25. Provide a revised Stormwater Questionnaire, as necessary, to reflect any additional impervious area added to the revised plans as a result of the addition of driveway and turnaround shoulders. Adjust the impervious area quantities on the plans to reflect these changes as well.
26. Provide cross sections of the grading proposed in each direction for the new residence. Please demonstrate how the grading is minimized for the proposed development.
27. Please revise the preliminary grading plan to provide further detail on drainage runoff and routing.
  - a. Please show how the new impervious area is being routed to Pond 1 from the adjacent driveway and turnaround being added to the property.
  - b. Please show how the runoff from the new residence and associated driveway and fire access improvements are routed to the swale at the eastern side of the property.
28. Identify the dashed lines crossing the property through the northern portion of the property. This appears that this may be an easement of some sort, this is not identified on the plans.
29. Show the existing and proposed fencing on the property, and call for the fencing to be removed or to remain.

### **ROADS AND AIRPORTS**

Contact Tom Esch at (408)-573-2450, [tom.esch@rda.sccgov.org](mailto:tom.esch@rda.sccgov.org) regarding the following:

30. Revised plans must include all of the following for both current conditions and proposed conditions on Sheet C1: Road centerline, existing edge of pavement, new edge of pavement, and limits of the Las Animas right-of-way (ROW). All must be clearly defined with dimensions.

31. Sheet C1 plans indicate (E) well and storage tank to be relocated outside of ROW. Identify the new well and tank, and demonstrate it is outside of ROW. Indicate demolition of existing well concrete base to be outside of ROW.
32. All driveways accessing the property will be required to be improved to County Standard B/4. Sheet C2 indicates intent for east driveway and is missing intent (valley gutter?) for west driveway. Indicate intent for both driveways.
33. The property's frontage will be required to be improved to County Standard B/4A. Plans incorrectly indicate detail B/4 for frontage. Include dimensions of new edge of pavement to road centerline.
34. As a result of driveway or frontage improvements, on the revised plans identify any conflicts that will need to be resolved (i.e. utility poles, trees, culverts, etc.).
35. 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 existing fencing and objects in the ROW. Indicate new breakaway mailbox posts, fence and gate location with dimensions.
36. Continue to demonstrate/indicate positive flow along frontage is established/maintained after construction of the additional frontage and shoulder.
37. 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.
38. 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).
39. Identify on plans any trees or shrubs to be trimmed or removed, or any objects or fences to be relocated, in accordance with County Ordinances B17-68 and B17-69, within the lines of a triangle which has sides 20 feet from the point of intersection of the curbline/edge of pavement and the driveways.

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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