

# 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 3, 2024

Megan Miner

MM Home Designs

Email: [MMHomeDesigns@gmail.com](mailto:MMHomeDesigns@gmail.com)

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

**FILE NUMBER:** PLN23-206

**SUBJECT:** Design Review for 1,180 sf new additions to existing home: (N) 575 sf garage, (N) 495 sf living space, (N) 110 sf covered porch, and convert 85 sf (E) garage to living space.

**SITE LOCATION:** 16431 Matilija, Los Gatos, CA 95030 (APN: 510-30-003)

**DATE RECEIVED:** June 5, 2024

Dear Megan Miner,

Your application for Design Review of 1,070 sf new additions to existing home was received on the above date and 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.

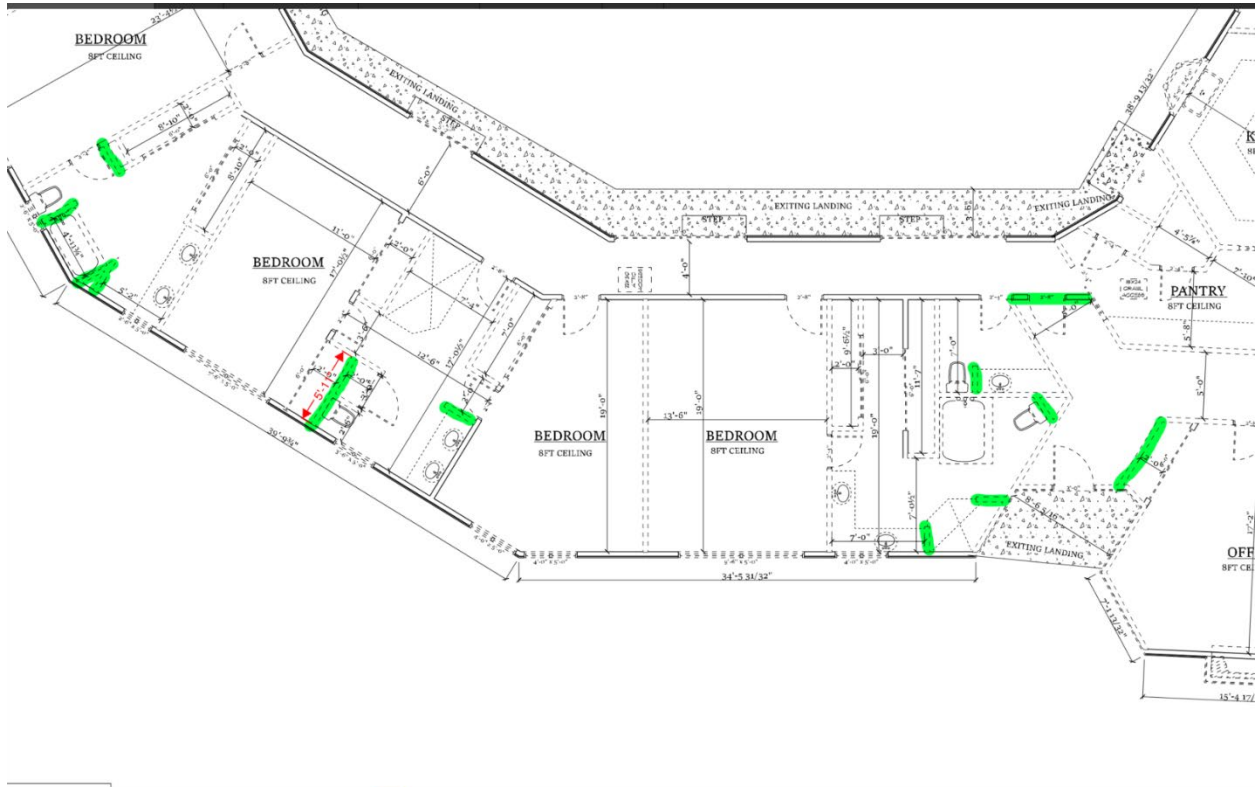
**AN APPOINTMENT IS REQUIRED FOR THIS RESUBMITTAL. PLEASE CALL ME AT (408) 299-6724 TO SCHEDULE AN APPOINTMENT.**

Please submit *all* electronic copies of the revised plans/resubmittal documents (PDF) with a **written response letter** addressing **each** incomplete comment.

**PLANNING OFFICE**

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

1. Complete and sign the new [Master Application Form](#). The Planning Office updated its master application form at the beginning of this year.
2. Complete and submit the [Environmental Information form](#).
3. Please update the scope of work on the cover sheet and add a note stating no grading is proposed with this application.
4. The proposed covered porch is enclosed more than 50 percent by perimeter walls. Please include the covered porch in the total floor area calculations.
5. The demo plan differs from the linear footage sheet. The walls highlighted in green are not shown on sheet 16 (clarify if they are not considered full wall). Please include all exterior and interior walls in the total linear footage calculations to ensure the proposed demolition of existing walls does not exceed the 50 percent threshold.



**ENVIRONMENTAL HEALTH**

Contact Darrin Leen at (408)-918-3473, [Darrin.lee@deh.sccgov.org](mailto:Darrin.lee@deh.sccgov.org) regarding the following comments as Darrin Lee is out of the office at the moment:

6. Provide a sewer connection letter and/or a sewer will serve letter from the local sewer district. Note: Applicant indicated subject was not connected to an existing septic system, so staff assumes property connected to sewer.

### **FIRE MARSHALL OFFICE**

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

Provide a Response Letter addressing comments below. Provide sheet that comments were addressed. More comments may be made when more information is supplied.

7. Provide fire hydrant flow data for hydrant located within distance requirements. Data to be recorded within 1 year and show a minimum of 1,125 gpm is available at 20 psi. There is a document showing the location of a fire hydrant provided by S.J. Water, there should be a 2nd sheet that states the tested flow out of the fire hydrant. This sheet wasn't located during plan review. [CFC Table B105.1(1) and Table B105.1(2)]
  - a. Contact water purveyor for flow data.
  - b. Flow requirement has been reduced by 50% due to fire sprinkler.
8. Fire department turnaround meeting CFMO-SD16 needed if driveway or dead-end road is greater than 150 ft. in length. Plans to clearly label the turnaround and show the dimensions. [CFMO-A1 Section II.C and CFMO-SD16]

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 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 no later than **one (1) year** from the date of this letter. **PARCIAL RESUBMITTALS WILL NOT BE PROCESSED.** Fees required at the time of the 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 call 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