

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



January 11, 2024

davidF@mhengineering.com

*** VIA EMAIL ONLY***

FILE NUMBER: PLN23-229
SUBJECT: Grading Approval for proposed garage
SITE LOCATION: 15000 Seymour Ave, San Martin, CA 95046 (APN: 825-07-026)
DATE RECEIVED: December 12, 2023

Dear David Faria,

Your application for Design Review Administrative Approval 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. Resubmittals are made via the internet, to do so, follow the instructions at the following URL: <https://plandev.sccgov.org/how/apply-permit/planning-resubmittal-procedures>. Before resubmitting, please consult me as this process is dynamic and at the time you choose to resubmit the process may have changed and/or been enhanced. The resubmitted materials must include all requested information. Once the information is submitted, the Planning Office will distribute the plans, reports and/or information to the appropriate staff or agency for review.

If you have any questions about the information being requested, please 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.

AS NOTED ABOVE, PRIOR TO RESUBMITTAL PLEASE E-MAIL ME TO DISCUSS THE PROCESS.

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.sccgov.org regarding the following comments:

1. As shown from the aerial views of the subject parcel, a gravel driveway already exists near the proposed garage. The county records show no issued grading approval or permits for this

driveway. The submitted site plan only indicates the driveway as proposed. Please revise the plans to reflect both the proposed and existing driveway. The section drawings also need to show the existing driveway and grading before unpermitted work.

2. Please update the grading quantities table to reflect existing and proposed grading quantities. On the site plan, provide the maximum height of the existing unpermitted cut and fill.

Checklist Items for Grading Approval

3. The submitted master application form is incomplete. The Planning Office recently updated its master application form. Please complete and submit the [new master application form](#).

ENVIRONMENTAL HEALTH

Contact Jeff Camp at (408)-918-3473, Jeff.Camp@deh.sccgov.org regarding the following comments as Darrin Lee is out of the office at the moment:

To achieve septic system and/or grading clearance

4. Accurately locate and show the existing onsite wastewater treatment system (septic tank and dispersal field) on a revised site plan. For assistance in locating the existing onsite wastewater treatment system (OWTS), follow the provided link and complete the online request form to obtain an as-built drawing for the subject property/ septic permit #24398. After obtaining an as-built drawing, overlay the as-built information onto a revised site plan to be submitted to Environmental Health.
5. Apply for and receive a recommended approval stamp/ septic clearance from the Department of Environmental Health. This is a separate submittal to Environmental Health and subject to the completion of the “Land Use Plan Review Application” and payment of applicable fees. Follow the provided hyperlink to the online application form: [Plan Check Application Form \(sccgov.org\)](#). Note: If staff determines the project requires additional testing for OWTS feasibility, the project owner /applicant will be directed to complete an additional service application for OWTS feasibility and pay the required fees prior to commencement of work and/or testing activities.
For further information related to septic clearance and/ or the procedures to receive septic system clearance, follow the provided hyperlink: [Application for Septic/OWTS Clearance for Building Additions and Accessory Structures - Consumer Protection Division - County of Santa Clara \(sccgov.org\)](#).
6. Submit the completed service application to DEHLandUse@deh.sccgov.org. A project number and a land use specialist will be assigned to your project.
7. Upon receiving septic/grading clearance from the Department of Environmental Health, upload the approved plans to the DEV record via Accela’s public portal.
8. Septic/ Grading clearance is required even if there is no plumbing involved with the project. The plans must be evaluated to ensure all setbacks to the onsite wastewater treatment system are met.

LAND DEVELOPMENT ENGINEERING

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

9. Show all of the existing and proposed utilities on the plans.
10. Submit a completed Central Coast Watershed Questionnaire. Based on the results of the Questionnaire, incorporate the applicable stormwater treatment measures in the plans.

FIRE MARSHALL OFFICE

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

11. Sheet C1 (1 of 3) states a minimum 12 ft. drivable width will be maintained. It appears a section of driveway east of the (E) gate is less than 12. Provide clarification on plans that this will be widened or update the outline of driveway to show a minimum 12 ft. existing.
12. Plans are to show water tanks and wharf hydrant as (N) or (E).
13. Per CFMO-W1, a 5,000 sf. accessory structure is to have a minimum 15,000 gallons of water serving the wharf hydrant (22,500 if a structure or property line is within 50 ft.). The plans currently show 10,000 gallons serving the wharf hydrant.
14. Gates to be labeled as (N)new or (E)existing and manual or mechanical. All mechanical gates to have a Knox Key Switch shown as (N) or (E). It's not clear if a Knox Key Switch will be required or not as the plans don't state if the gate is manual or mechanical. [CFMO-A3 and CFC Section 503.5 and Section 506]

ROADS AND AIRPORTS

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

15. Continue to show on plans the existing centerline, edge of pavement, and limits of the Seymour Ave right-of-way (ROW).
16. 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, and abandonments, and temporary and new facilities, shall be shown.
17. The property's frontage will be required to be improved to County Standard B/4A that includes drainage to achieve positive drainage/flow across the frontage; includes relocating flowline to new edge of pavement. Plans need to identify existing valley gutter along frontage.
18. Restore or rebuild valley gutters in driveways if required to achieve positive flow with rebuilt frontage. Refer to County Standard B/4 if driveways are rebuilt.
19. 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).

20. 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.
21. Gates, fences, retaining walls, fixed appurtenances, etc. shall be located outside the limits of the County maintained road ROW.

SONOMA STATE UNIVERSITY

Contact Bryan Much at (707) 588-8455 or nwic@sonoma.edu regarding the following comments:

Previous Studies

22. Study #4286 (King & Hickman 1973), included the proposed project area in their maps. However, the report is unclear as to whether the researchers surveyed the proposed project area (*see recommendation below*).

Archaeological and Native American Resources Recommendations:

23. The proposed project area has the possibility of containing unrecorded archaeological sites. Due to the passage of time since the previous survey (King & Hickman 1973) and the changes in archaeological theory and method since that time, we recommend a qualified archaeologist conduct further archival and field study for the entire project area to identify archaeological resources, including a good faith effort to identify archaeological deposits that may show no signs on the surface.
24. We recommend the lead agency contact the local Native American tribe(s) regarding traditional, cultural, and religious heritage values. For a complete listing of tribes in the vicinity of the project, please contact the Native American Heritage Commission at (916)373-3710.

Built Environment Recommendations:

25. Since the Office of Historic Preservation has determined that any building or structure 45 years or older may be of historical value, if the project area contains such properties, it is recommended that prior to commencement of project activities, a qualified professional familiar with the architecture and history of Santa Clara County conduct a formal CEQA evaluation.

Due to processing delays and other factors, not all of the historical resource reports and resource records that have been submitted to the Office of Historic Preservation are available via this records search. Additional information may be available through the federal, state, and local agencies that produced or paid for historical resource management work in the search area. Additionally, Native American tribes have historical resource information not in the California Historical Resources Information System (CHRIS) Inventory, and you should contact the California Native American Heritage Commission for information on local/regional tribal contacts.

The California Office of Historic Preservation (OHP) contracts with the California Historical Resources Information System's (CHRIS) regional Information Centers (ICs) to maintain information in the CHRIS inventory and make it available to local, state, and federal agencies, cultural resource professionals, Native American tribes, researchers, and the public. Recommendations made by IC coordinators or their staff regarding the interpretation and application of this information are advisory only. Such recommendations do not necessarily represent the evaluation or opinion of the State Historic Preservation Officer in carrying out the OHP's regulatory authority under federal and state law.

For your reference, a list of qualified professionals in California that meet the Secretary of the Interior's Standards can be found at <http://www.chrisinfo.org>. If archaeological resources are encountered during the project, work in the immediate vicinity of the finds should be halted until a qualified archaeologist has evaluated the situation. If you have any questions please give us a call (707) 588-8455.

Prior to resubmittal, please feel free to contact me to schedule an appointment.

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 questions regarding the application, please contact me at (408)299-6724 or buyan.batbaatar@pln.sccgov.org.

Sincerely,



Buyan Batbaatar, Assistant Planner

Cc:

Samuel Gutierrez, Principal Planner