

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



February 1, 2024

Mark Bonino

340 Bonair Siding Rd

Stanford, CA 94305

Email: mbonino@stanford.edu

Sent via email

FILE NUMBER: PLN24-002

SUBJECT: Architecture and Site Approval Administrative Review for Minor Projects (ASX) - West Campus Tennis Surge Trailers

SITE LOCATION: 188 Electioneer Rd, Stanford (APN: 142-06-001)

DATE RECEIVED: January 3, 2024

Dear Mark:

Your application for ASX for the West Campus Tennis Surge Trailers 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) 299-5718 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 Lulu Pang at (408) 299-5718 or lulu.pang@pln.sccgov.org regarding the followings:

Duration of Use

1. Update the project description to clarify the proposed duration of use of the West Campus Tennis Surge Trailers.

Exterior Lighting

2. Clarify if new exterior lighting is proposed. Provide a lighting plan for exterior lighting.

Color Sample

3. Update building elevations to include the color of building materials with color samples on sheets A3.1 and A3.2. The Color Board is available at the link, below:
https://stgenpln.blob.core.windows.net/document/DR_ColorMatBoard.pdf

Tree Preservation

4. There are three trees adjacent to the project limit line as shown on Sheet C-3.0. One of the three trees has not been numbered or noted on the tree disposition table. Revise Sheet C-3.0 with this additional information.
5. Submitted arborist report Sheet C-4.0 does not have labeled tree numbers. This information must be provided in the report to cross-reference the plans.
6. The “tree protection zone” chain link fence area recommended in the arborist report is shown as overlapping with the project limit line and locations of the surge trailer. Clarify how tree protection would be successful as mentioned in the arborist report with overlapping fence boundaries. Revise the location of the surge trailer such that it is separated from the tree protection zone identified in the arborist report.

Logistics Plan

7. On Construction and Logistics Plan (Sheet C7.0), provide the construction fence boundary and indicate the locations of laydown areas for storage of tools, materials, and stockpiles.

FIRE MARSHAL OFFICE

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

8. Provide a Response Letter addressing comments below. Provide sheet numbers on which the comments are addressed. Additional comments may be provided when more information is submitted.
9. Clarify on the Cover Sheet size of structures, occupancy type and the construction type.
10. Clarify on plans if fire sprinklers are proposed or not.

11. Sheet C-4.0 (7 of 12) shows 7.5 feet between the structures. Clarify the distance between the roof overhang/eaves.
12. Clarify on plans if the ramp between the trailers is covered or uncovered.
13. Provide fire hydrant flow data for hydrant located within distance requirements. Data to be recorded within 1 year and show a minimum of 1,500 gpm is available at 20 psi. [CFC Table B105.1(1) and Table B105.1(2)]
 - a. Contact water purveyor for flow data.

ENVIRONMENTAL HEALTH

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

14. Submitted plans suggest the proposed trailers will be used as lockers (page C-9). Please confirm in writing the two proposed trailers will not generate wastewater as the submitted floor plans lack plumbing fixtures.

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. As of the date of this letter, approximately 65% of the initial deposit associated with your "billable fee" application has been spent on the processing of your application.

If you have any additional questions regarding this application or would like to clarify Planning incomplete comments, please contact me at (408) 299-5718 or lulu.pang@pln.sccgov.org.

Sincerely,

LP

Lulu Pang
Assistant Planner

cc:

Samuel Gutierrez, Principal Planner
Charu Ahluwalia, Senior Planner