

County of Santa Clara

Department of Planning and Development

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STAFF MEMO
Zoning Administration
November 7, 2024
Item # 2

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File: PLN24-113

Architecture and Site Approval (ASA) for Photovoltaic solar array carport structures

Address: 1560 Country Club Dr, Los Altos (APN: 331-11-125, 331-08-005)

BACKGROUND

The final Zoning Administration packet was posted on Monday, November 4th to the County Zoning Administrator webpage, which was provided to the applicant and the Zoning Administrator. As mentioned in the report, staff further investigated the legality of the various lots that compose the project site. Planning staff has confirmed that APNs 331-11-125 and 331-08-005 are separate legal lots, and that additional separate legal lots are contained within those aforementioned APNs. This presents an issue with zoning and building code regulations due to the proposed carport structures being adjacent to or crossing legal property lines, hence the need for condition No.35.

Due to this conflict, a lot merger or lot line adjustment has to be completed which would avoid any conflicts with zoning and building code regulations. Exhibit A contains a revision to condition No.35 which includes language to account for the added option for a lot line adjustment in addition to lot merger to resolve the zoning and building code conflict due to the location of the proposed structures. Staff is recommending revisions to condition No.35 which requires there to be a lot merger process completed prior to submission of building permits for the project. This is intended to resolve the conflict due to multiple legal lots being present on the project site and the lot lines' proximity to the proposed solar array carport structures. Upon further consideration staff is suggesting the following minor revision to this condition to include the option for lot line adjustments in addition to the requirement of a lot merger. Both processes (lot line adjustment or lot merger) function to change the location of the lot lines that present a

conflict with the proposed structures. Exhibit A of this memo provides a redlined and strikethrough version of condition No. 35.

Separately, the applicant provided their suggested edits to the conditions of approval on the evening of Monday, November 4th (after the posting of the Zoning Administrator hearing packet). Specifically the applicant is suggesting changes to conditions under the heading of “Standard conditions of approval for the ongoing use and operation of the site”. The changes consist of edits to condition No. 14, and the removal of conditions No. 15, 17, 28, 29, and 30.

The inclusion of these conditions by staff were intended to be for recordkeeping purposes to carry over the past land use entitlement conditions and ongoing site conditions of approval.

The applicant is proposing changes to the recommended Conditions of Approval, contained within attachment B of the hearing packet. Exhibit B contains the applicant’s proposed changes to the COAs. These are conditions being carried over from a prior approval (File No. 1427 11P-11A-11G) and remain in effect for that prior development project.

ATTACHMENTS

Exhibit A – Staff proposed revision to condition No.35

Exhibit B – Applicant proposed revision to condition No. 14, and the removal of conditions No. 15, 17, 28, 29, and 30

REVIEWED BY

Prepared by: Michael Shwe, Assistant Planner
Reviewed by: Samuel Gutierrez, Principal Planner