

# **Exhibit A**

Staff proposed revision to condition No.35

**ATTACHMENT B**  
**Proposed Conditions of Approval**  
**Architecture and Site Approval**

**Date:** November 7, 2024  
**Owner:** Los Altos Golf and Country Club  
**Applicant:** David Wilbur  
**Project Location:** 1560 Country Club Dr, Los Altos (APN: 331-11-125, 331-08-005, 331-09-074, 331-03-083, 331-04-196)  
**File Number:** PLN24-113  
**CEQA:** Categorically Exempt - Section 15303, Class 3(e)  
**Project Description:** Architecture and Site Approval (ASA) for 5 new Photovoltaic solar array carport structures at Los Altos Golf and Country Club. The project does not propose any grading. Approval is based on plans submitted on September 24, 2024.

If you have any questions regarding the following conditions of approval, please call the agency contact listed below.

<b>Agency</b>	<b>Name</b>	<b>Phone</b>	<b>E-mail</b>
<b>Planning</b>	Michael Shwe	(408) 299-5714	<a href="mailto:michael.shwe@pln.sccgov.org">michael.shwe@pln.sccgov.org</a>
<b>Fire Marshal's Office</b>	Christina DaSilva		<a href="mailto:christina.dasilva@sccfd.org">christina.dasilva@sccfd.org</a>
<b>Environmental Health</b>	Darrin Lee	(408) 918-3435	<a href="mailto:darrin.lee@cep.sccgov.org">darrin.lee@cep.sccgov.org</a>
<b>Land Development Engineering</b>	Darrell Wong	(408) 299-5735	<a href="mailto:darrell.wong@pln.sccgov.org">darrell.wong@pln.sccgov.org</a>
<b>Building Inspection</b>		(408) 299 - 5700	

**STANDARD CONDITIONS OF APPROVAL FOR THE PROJECT**

**Building Inspection**

1. For detailed information about the requirements for a building permit, obtain a Building Permit Application Instruction handout from the Building Inspection Office or visit the website at [www.sccbbuilding.org](http://www.sccbbuilding.org).

**Planning Division**

2. Development shall take place in substantial compliance with the approved architectural and civil plans submitted on September 24, 2024, and the conditions of approval. Any changes to the proposed project are to be submitted for review to the Department of Planning and Development and are subject to approval by the Zoning Administrator. Changes to the project may result in additional entitlement submittals

based on the scope, as well as environmental review, pursuant to the California Environmental Quality Act, or be subject to additional public hearings.

3. Existing zoning is R1E-20-n1 and A (One-Family Residence –Estate with a lot size and Los Altos neighborhood preservation combined zoning district | Exclusive Agriculture). The following minimum setbacks apply to the approved accessory structures as shown on the approved plans and shall be maintained:  
All property lines: 30 feet
4. The photovoltaic solar array carport structures shall not exceed 20 feet in height, and shall meet the minimum 30 foot setback from all property lines as shown within the approved plans.
5. The project does not propose any grading. Any increase in grading quantities, or modification to the grading design, is subject to further review.
6. Light Reflective Value (LRV) for the columns for the 5 photovoltaic solar array carport structures shall match the color sample on the color/materials board submitted on August 26, 2024, which matches with the approved exterior color of the existing pro shop and clubhouse. The existing pro shop was approved with a color of ‘Divine White’ per file No. PLN18-11471. Note: Submitted color samples conform to this requirement.
7. All building plans submitted into Plan Check shall be in substantial conformance with the plans approved by Planning as part of the land-use entitlement.
8. If archaeological resources or human skeletal remains are discovered during construction, work shall immediately stop, and the County Coroner’s Office notified. Upon determination that the remains are Native American, no further disturbance of the site may be made except as authorized by the County Coordinator of Indian Affairs, in accordance with state law and Chapter B6-18 of the County Ordinance Code.

Land Development Engineering

9. All applicable easements affecting the parcel(s) with benefactors and recording information shall be shown on the improvement plans.
10. Property owner is responsible for the adequacy of any drainage facilities and for the continued maintenance thereof in a manner that will preclude any hazard to life, health, or damage to adjoining property.
11. All new on-site utilities, mains and services shall be placed underground and extended to serve the proposed development. All extensions shall be included in the building plans. Off-site work should be coordinated with any other undergrounding to serve other properties in the immediate area.

Environmental Health

12. All construction activities shall be in conformance with the Santa Clara County Noise Ordinance Section B11-154 and prohibited between the hours of 7:00 p.m. and 7:00 a.m. on weekdays and Saturdays, or at any time on Sundays for the duration of construction.

**STANDARD CONDITIONS OF APPROVAL FOR THE ONGOING USE AND OPERATION OF THE SITE**

13. All prior conditions of approval associated with the development and maintenance of the existing golf course and country club (1427-81A, 1427-88A, 1427-90A, 1427-90A2, 1427-96A, 1427-98A, 1427-01G, 1427-03DR & 1427-04A-06A) shall remain in effect.

[Previous condition #2, File No. 1427 11P-11A-11G]

14. New construction materials and finishes are to match existing clubhouse structure: typical clay tile roofing, white stucco walls, and dark brown wood trim. Provide a sample color board to the project planner for review and approval, prior to issuance of building permit.

The location of the proposed improvements should be oriented so that associated noise is minimized to surrounding neighbors.

[Previous condition #3, File No. 1427 11P-11A-11G, ZA MODIFIED: November 7, 2024]

15. Equipment installed on the roof (i.e. air conditioner, mechanical units, etc.) shall be adequately screened from view of all sides.

[Previous condition #4, File No. 1427 11P-11A-11G, ZA MODIFIED: November 7, 2024]

*Landscaping*

16. Maintain all existing landscaping. If any additional landscaping is proposed exceeding 5,000 s.f. in size, the following is required. The landscape plan shall emphasize native plant species, and shall be designed to provide some visual screening as viewed from the surrounding properties.
- a. The requirements of Division B32 of the County Ordinance Code (Water Conservation in Landscaping) shall apply. In particular:
    - i. Landscape water efficiency must be demonstrated by utilizing any one of the three options provided in Section B32-5: Demonstration of Landscape Water Efficiency.
    - ii. Landscape design must comply with all applicable standards and criteria of Section B33-6: Water-Efficient Design Elements.

- iii. Landscape and irrigation plans must comply with all applicable standards and criteria of Section B33-8: Landscape and Irrigation Design Plans. The landscape ordinance and supporting information can be found on the Planning Office web site:  
<[www.sccplanning.org](http://www.sccplanning.org)> > Permits and Development> Landscape Ordinance
- b. The proposed landscaping should consist of a variety of landscape material types (i.e. large/ small trees, shrubs, vines/ ivy, and ground cover) of varying species. Canopy trees shall, for the purposes of this condition, mean deciduous or evergreen trees of a species whose height and/ or spread at maturity normally exceeds 35 feet, and shall not include palms.
- c. All trees to be removed shall be so indicated on the plan and replaced with native canopy trees.
- d. Arrangement of trees and other plant materials shall provide for defensible space for fire protection around proposed buildings. Please contact the Fire Marshal's Office (408 299-5760) for more information.
- e. Soil must be capable of supporting the proposed installation and must have adequate water storage capacity. Soil characteristics, including structure, texture, percolation, pH, mineral content, and microbiology, shall be evaluated early in the design process. Soil amendments, such as compost or fertilizer, shall be added as appropriate.

[Previous condition #6, File No. 1427 11P-11A-11G, ZA MODIFIED: November 7, 2024]

#### *Tree Removal and Replacement*

17. The following tree removal / protection requirements shall apply:
- a. Final grading plans shall show the size and species of all trees over 12 inches in diameter (at 4.5 feet above grade) within the proposed work area for the project and clearly label all trees proposed for removal. This shall include all trees where construction or disturbance will occur within the dripline of the tree.
  - b. A 4:1 planting ratio is required to mitigate impacts for the proposed removal of six (6) redwood trees larger than 24" in diameter. Prior to final inspection, a minimum of twenty-four (24) 24" box native trees shall be planted to mitigate for the loss of the six (6) redwood trees greater than 24" in diameter. Replacement trees are to include a variety of species, including a minimum of six (6) redwood trees. Replacement trees must be shown on the final grading plan.
  - c. An I.S.A.-certified arborist shall review final grading plans. The objective shall be to ensure that all the trees adjacent to the improvements-will not be damaged or removed.
  - d. A certified arborist shall monitor the construction, and provide recommendations to preserve any potentially impacted trees associated with the proposed improvements.

- e. Submit a plan-review letter prior to the issuance of the final grading permit evaluating consistency of final grading plans with these mitigations.
- f. Submit a construction-observation letter prior to the issuance of final occupancy summarizing implementation of these mitigation measures.
- g. Provide two copies of an arborist report that recommends effective tree protection measures for the site's existing trees that have not been slated for removal. Protection measures must be in place prior to construction activity commencing.
- h. Submit to Land Development Engineering (LDE) an estimate, prepared by a licensed landscape architect, of the landscaping and associated irrigation and improvements. The amount of this estimate shall be included in the bond for the improvements administered by LDE per Section C12-206 of the County Ordinance Code.

[Previous condition #7, File No. 1427 11P-11A-11G, ZA MODIFIED: November 7, 2024]

*Nesting Raptors*

18. Limit Tree Removal to Non-Breeding Season for Nesting Raptors. If possible, tree removal should be scheduled between September 1 and December 31 to avoid the nesting raptors breeding season. Evidence of compliance of this condition is as follows:
- a. Prior to final grading permit issuance, submit a copy of a contract with a tree removal company demonstrating that trees shall be removed between September 1 and December 31.

[Previous condition #8, File No. 1427 11P-11A-11G]

19. Pre-Construction Nesting Raptors Surveys. If tree removal is scheduled during the nesting raptors breeding season (January 1 to August 31), preconstruction surveys for nesting raptors shall be conducted by a qualified ornithologist to identify active raptor nests that may be disturbed during project implementation. Pre-construction surveys shall take place no more than 24 hours prior to the initiation of construction activities including tree removal.

[Previous condition #9, File No. 1427 11P-11A-11G]

20. If any active raptors nests are found in trees to be removed, the ornithologist shall contact the Planning Office and in consultation with the California Department of Fish & Game, designate a construction free buffer zone (typically 250 ft. or more - varies) around the nests.

Evidence of compliance of this condition is as follows:

- a. Prior to final grading permit issuance, submit a copy of a contract with an ornithologist to conduct the pre-construction surveys for nesting raptors.
- b. Prior to final inspection, submit copy of pre-construction surveys to Planning Office. Report must detail the results of the surveys and any designated buffer zones and other requirements per consultation with CA Dept. of Fish & Game.

[Previous condition #10, File No. 1427 11P-11A-11G, ZA MODIFIED:  
November 7, 2024]

*Ingress/Egress*

21. INGRESS / EGRESS location to be limited to two (2) two-way driveway approaches off Loyola Dr and Country Club Dr. No additional access roads are approved at this time. Two-way ingress/ egress access shall be at a minimum of 20-feet wide.

[Previous condition #11, File No. 1427 11P-11A-11G]

22. Provide underground utilities for all new construction.

[Previous condition #12, File No. 1427 11P-11A-11G]

*Parking*

23. Maintain a minimum of 255 off-street parking spaces and (7) handicapped parking stalls delineated by painted lines. No additional parking is required or approved at this time.

[Previous condition #13, File No. 1427 11P-11A-11G]

24. The required handicapped spaces shall be designed in conformance with the development standards outlined in §4.30.070 (I) (Parking Design Standards Handicapped) of the County Zoning Ordinance. Regular parking spaces shall be in compliance with County standard as stipulated in Table 4.30-4 and 4.30-5.

[Previous condition #14, File No. 1427 11P-11A-11G]

25. Parking space area and driveways shall be paved and maintained with asphalt surface or better. Repair the surfaces in these areas where necessary.

[Previous condition #15, File No. 1427 11P-11A-11G]

26. On-site parking spaces shall be delineated with paint. On-site directional arrows to indicate the direction of the on-site access shall be delineated with paint, if necessary. Onsite Stop signs to provide clear flow of the parking lot are to be property installed.

[Previous condition #16, File No. 1427 11P-11A-11G]

*Signs*

27. Maintain the existing identification sign along Country Club Dr.

<u>Quantity</u>	<u>Type</u>	<u>Dimension</u>	<u>Location</u>
One (1)	Monument	12-ft W x 20-in D	Country Club Dr. Entrance

[Previous condition #17, File No. 1427 11P-11A-11G]

28. Two additional attached signs are approved with this approval:

<u>Quantity</u>	<u>Type</u>	<u>Dimension</u>	<u>Location</u>
Two (2)	Attached (Fence-mounted)	see exhibit I	see exhibit I

All signs shall be in accordance with the approved plans dated 11/15/2011 as shown in Exhibit I.

[Previous condition #18, File No. 1427 11P-11A-11G]

29. If illumination is provided for the proposed signs, only internal and continuous lighting are allowed, per Section 4.40.040 of the County Zoning Ordinance.

[Previous condition #19, File No. 1427 11P-11A-11G]

*Trash Enclosure*

30. Provide a trash enclosure in accordance with Section 4.20.100 of the County Zoning Ordinance.

Location:

Trash enclosures shall be located in the side or rear yard unless such location would prevent accessibility by a collection vehicle.

Pick up and Disposal:

Refuse storage shall be subject to weekly or other regularly scheduled pickup and disposal.

Standards:

Trash enclosures shall be constructed and maintained as follows:

- Constructed and inspected prior to final occupancy of the building;
- Screened on three (3) sides by a solid masonry or wood wall of at least six (6) feet in height;
- Screened from view from public rights-of-way; and
- Locations shall be accessible to refuse-collecting vehicles.



[Previous condition #20, File No. 1427 11P-11A-11G]

*Lighting*

31. On-site lighting shall be designed, controlled and maintained so that no light source is visible from off the property. In order to ensure that the existing and proposed light fixtures throughout subject property do not create a significant new source of light, light shields will be required which direct the light down onto the property.

[Previous condition #21, File No. 1427 11P-11A-11G]

32. Outdoor lighting plan. The outdoor lighting plan shall use full cut-off lighting fixtures directed downwards to minimize spillover lighting and visibility. A lighting plan and a sample of the proposed fixture shall be submitted for review and approval by the ASA Secretary prior to issuance of the building permit.

[Previous condition #22, File No. 1427 11P-11A-11G]

*Air Quality*

33. The following Bay Area Air Quality Management District (BAAQMD) dust control measures will be adhered to during construction for all improvements. Final improvement plans must contain language requiring that the following control measures be implemented.
  - a. Water all active construction areas at least twice daily.
  - b. Cover all trucks hauling soil, sand, and other loose materials or require all trucks to maintain at least two feet of freeboard.
  - c. Pave, apply water three times daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking areas and staging areas at construction sites.
  - d. Sweep daily (with water sweepers) all paved access roads, parking areas and staging areas at construction sites.
  - e. Sweep streets daily (with water sweepers) if visible soil material is carried onto adjacent public streets.

[Previous condition #23, File No. 1427 11P-11A-11G]

34. Schedule a site visit with the project planner, at least two weeks prior to final inspection, to verify that required landscaping, parking and signage have been installed, required painting for parking space striping and directional arrows has been completed and that all required reports have been submitted. Further, the project planner will verify that the commercial structure was constructed and painted in conformance with approved plans and paint samples.

[Previous condition #25, File No. 1427 11P-11A-11G, ZA MODIFIED: November 7, 2024]

**CONDITIONS OF APPROVAL TO BE COMPLETED PRIOR TO SUBMISSION FOR BUILDING PERMIT**

35. Information must be submitted to the Department of Planning and Development confirming the number of legal lots within the project site. ~~If the documentation confirms that there are multiple legal lots including underlying lot lines, those property lines that would be in conflict with the project and setback requirements. To resolve the conflict, there must be either a lot merger submitted and completed in a manner to ensure compliance with the zoning code regulations for detached accessory structures, or a combination of merger and a lot line adjustment application that has similar effect.~~ The application ~~to adjust the configuration of the legal lots must be for lot merger is to be~~ submitted to the Department of Planning and Development Services and must be completed, approved, and recorded prior to the submission of building permits for the proposed solar array carport structures.

**CONDITIONS OF APPROVAL TO BE COMPLETED PRIOR TO ISSUANCE OF BUILDING/GRADING PERMIT**

Planning

36. **Prior to issuance of any permits**, the applicant shall pay all reasonable costs associated with the project by the Department of Planning and Development.
37. **Prior to issuance of a building permit**, and pursuant to Zoning Ordinance Section 5.20.125, record a Notice of Permit and Conditions with the County Office of Clerk-Recorder to ensure that successor property owners are aware that certain conditions of approval shall have enduring obligation. Evidence of such recordation shall be provided **prior to building permit issuance**.

**CONDITIONS OF APPROVAL TO BE COMPLETED PRIOR TO FINAL INSPECTION**

Planning

38. **Prior to final inspection**, contact the project planner Michael Shwe, at least two (2) weeks in advance to schedule a site visit to verify that the conditions of approval have been met.

Fire Marshal Office

39. The address for the proposed structure must take access from the street listed in the address to ensure that emergency responders can find the property in an emergency.

*Fire Protection Water*

40. **IMPORTANT:** Fire protection water system shall be installed, functioning and inspected prior to approval of the foundation. System shall be maintained in good working order and accessible throughout construction. A stop work order may be

placed on the project if the required hydrant systems are not installed, accessible, and/or functioning.

41. The minimum fire-flow shall be 1500 gpm at 20 psi.

NOTE: The fire-flow may be adjusted depending upon the final size of the structure shown on the building permit set of drawings to meet Appendix B of the CFC.

42. Fire hydrant is to be located within 400 ft. exterior path of travel to all portions of non-sprinklered structures and 600 ft. of sprinklered structures.

*Fire Department Access*

43. These are minimum Fire Marshal standards. Should these standards conflict with any other local, state or federal requirement, the most restrictive shall apply.

44. All required access roads, driveways, turnarounds, and turnouts shall be installed, and serviceable prior to approval of the foundation, and shall be maintained throughout construction. A stop work order may be placed on the project if required driving surfaces are not installed, accessible, and/or maintained at all times.

45. Distance between PV arrays to be a minimum of 10'-0". Distance between PV arrays and other structures to be a minimum of 10'-0".