10612-18A-18G (STANFORD UNIVERSITY)
Architecture and Site Approval and Grading Approval – Tenth Tee Modifications

Summary: Modification to the approved Architecture and Site Approval and Grading Approval for improvements to the tenth tee of the Stanford University Golf Course. Improvements include construction of a 142 sq. ft. new restroom, 18 parking spaces, and associated grading. Project includes the demolition of an existing shed (199 sq. ft.). Estimated grading quantities are 106 c.y. of cut, and 3,960 c.y. of fill.

Owner: Stanford University
Applicant: Mark Bonino, Project Manager
Address: 35 Vista Drive, Stanford
APN: 142-12-007

Community Plan Designation: Academic Campus
Zoning: A1-20s-SR (General Use, Scenic)
Project Area: 0.55 acres
Land Use Classification: University Campus
Supervisory District: 5

RECOMMENDED ACTIONS

A. Approve the use of a prior California Environmental Quality Act (CEQA) document [2000 Stanford Community Plan and General Use Permit (GUP) Program Environmental Impact Report (EIR)].

B. Grant Architecture & Site Approval (ASA), subject to conditions of approval outlined in Attachment B.

C. Grant Grading Approval, subject to conditions of approval outlined in Attachment B.
ATTACHMENTS INCLUDED
Attachment A – CEQA Determination – Use of a Prior CEQA Document
Attachment B – Proposed ASA & Grading Conditions of Approval
Attachment C – Location & Vicinity Map
Attachment D – Proposed Plans

PROJECT DESCRIPTION

The project includes the demolition of a 199 sq.ft storage shack at the tenth tee on the Stanford Golf Course, and construction of a new 142 sq. ft. restroom and golf cart storage building. The project is part of Stanford University’s 10th tee utility upgrade for the snack shack, and expansion of the lower parking lot of the golf course by 18 additional parking spaces. One (1) oak tree over 12 inches in diameter is proposed to be removed and replaced with three (3) oak trees.

Estimated grading quantities are approximately 106 c.y. of cut, and 3,960 c.y. of fill.

REASONS FOR RECOMMENDATION

A. Environmental Review and Determination (CEQA)
   The proposed project is in conformance with both the 2000 Stanford Community Plan (SCP) and General Use Permit (GUP), and has no new effects beyond those analyzed in the Program EIR, certified by the Board of Supervisors in December 2000. Therefore, use of the prior CEQA document is adequate for this project.

B. Project/Proposal
   1. Stanford Community Plan and GUP. The project conforms to applicable Community Plan goals, strategies and policies. The 2000 Community Plan and GUP governs development projects on the Stanford campus. This project conforms to the criteria set forth by the GUP and provisions identified within the Community Plan for the continued use of the golf course, and subject to compliance with the preliminary conditions outlined in Attachment B.

   2. ASA approval:
      ASA approval standards, applicable regulations, and findings: The project substantially conforms to the requirements and guidelines in the SCP and GUP. These requirements meet all of the ASA Guidelines through the ASA approval process approved by the Zoning Administrator.

C. ASA Findings:
Pursuant to §5.40.040 of the County Zoning Ordinance, the Zoning Administrator may grant an Architecture & Site Approval contingent upon specific findings. In the following discussion, the scope of review findings are listed in bold, and an explanation of how the project meets the required standard is in plain text below.

A. Adequate traffic safety, on-site circulation, parking and loading areas, and insignificant effect of the development on traffic movement in the area;
Long-term traffic
This project will serve the Stanford University population and patrons who use the Golf Course. All the traffic to the project site will be patron, employees, staff, students and faculty. As such, the traffic would be consistent with that analyzed in the prior 2000 GUP EIR.

Short-term construction traffic
The project will result in short-term impacts related to construction activities, however conditions of approval have been added to this project to mitigate these short-term impacts to a less than significant level. All construction trucks will be required to use approved truck routes for hauling demolished and/or excavated materials, and for transporting construction materials to and from the site. Furthermore, the project has been conditioned to restrict construction material deliveries to non-peak hours, as defined the 2000 GUP EIR. Compliance with the Conditions of Approval (Attachment B) ensures that the short-term construction traffic associated with the project will not have a significant effect on traffic movement in the area.

Parking
The project has no net loss of surface parking spaces on the site, within the West Campus District. Stanford is well within their parking allocation for the District. The project would add 18 parking spaces to the existing parking available in the vicinity of the project site. Per the most recent Annual Report #16, there is a surplus allocation of 850 spaces in the District, and after the addition of 18 parking spaces would result in additional surplus that will be documented in Annual Report 18. Hence, there would be no impact on parking. There is adequate on-campus parking in the area provided by other existing parking lots in the vicinity for users driving within the Campus.

B. Appearance of proposed site development and structures, including signs will not be detrimental to the character of the surrounding neighborhood or zoning district;

The topography of the project site includes undulating terrain utilized as the Stanford Golf Course and is located in the western part of campus. The specific project site is the 10th Tee on the Stanford Golf Course. The project will incorporate landscaping and trees as shown in the Landscape Plan in Attachment C. The project, as proposed, will not be detrimental to the surrounding area or neighborhood.

C. Appearance and continued maintenance of proposed landscaping will not be detrimental to the character of the surrounding neighborhood or zoning district;

The GUP and the Stanford Community Plan require that replacement trees for those protected trees removed that are over 12 inches in diameter at 4.5 feet from grade level be planted at a 1:1 ratio for all non-oak trees. All protected oak trees shall be replaced at a 3:1 ratio. One (1) oak tree over 12-inch diameter is proposed to be removed. Extensive landscaping is proposed within and around the facility and is similar to the existing site landscaping and not detrimental to the character of the surrounding area. The applicant is conditioned to replace the removed oak tree with three (3) new oak trees, as noted on the proposed landscape plan. The proposed landscape plan is subject to the requirements of the County Landscape Ordinance, and conditions listed in Attachment B.
D. No significant, unmitigated adverse public health, safety and environmental effects of proposed development;

The prior CEQA analysis in Attachment A concluded that the project would not result in any significant environmental impacts as it relates to parking, traffic, construction noise, and air quality. The project has been reviewed with respect to all applicable regulations relating to public health and safety. The prior CEQA analysis concluded that with the conditions of approval the project would not result in any significant environmental impacts (See Attachment A). All appropriate conditions of approval have been added to ensure conformance with the 2000 GUP EIR.

E. No adverse effect of the development on flood control, storm drainage, and surface water drainage;

The project site does not contain any creeks or streams. The project site is not located within a 100-year flood zone. The project has been reviewed by County Staff with respect to all applicable regulations relating to drainage and flood control. The project has been conditioned (Attachment B) to comply with the C3 requirements of the NPDES permit.

F. Adequate existing and proposed fire protection improvements to serve the development;

The Fire Marshal’s Division has reviewed the project plans to ensure the parking lot meets fire protection access regulations.

G. No significant increase in noise levels;

Due to the nature of the proposed use, and its location within the Stanford Campus area, the project is not anticipated to cause any significant increases in noise levels to surrounding neighborhoods. The project may create short-term/temporary construction noise impacts due to construction activities and construction traffic. The project has been conditioned to require submittal of a Traffic and Construction Management Plan. Furthermore, construction activities shall be limited to the hours of 7AM and 7PM, Monday through Saturday, with no construction activity occurring after 7PM, or on Sundays.

H. Conformance with zoning standards, unless such standards are expressly eligible for modification by the Zoning Administrator as specified in the Zoning Ordinance.

The property is zoned A1, which is a “Special Purpose” base zoning district that provides for general purpose uses subject to discretionary land use approvals. The standards applicable to development within this zoning district are listed in Table 2.50-2 of the County Zoning Ordinance.

I. Substantial conformance with the adopted “Guidelines for Architecture and Site Approval” and other applicable guidelines adopted by the County.
Suggested regulations that are addressed in the ASA Guidelines are superseded by the requirements and guidelines of the SCP and GUP. Nonetheless, conformance with the SCP and GUP are consistent with the ASA Guidelines.

Grading Findings:
Pursuant to Section C12-433, all Grading Approvals are subject to specific findings. In the following discussion, the scope of review findings are listed in **bold**, and an explanation of how the project meets the required standard is in plain text below.

A. **The amount, design, location, and the nature of any proposed grading is necessary to establish or maintain a use presently permitted by law on the property.**

A total of 4,066 cubic yards of grading is associated with the proposed project, which involves cut and fill to modify the 10th Tee area and the construction of the parking spaces. This grading is primarily used to ensure proper drainage on the site, as required by the Stormwater Management Plan, and are proposed to be utilized on-site to reduce export quantities and construction trips. The amount, design, location and the nature of proposed grading is necessary to establish the improvements, which are a permissible use in the Al-20s-SR zoning district.

B. **The grading will not endanger public and/or private property, endanger public health and safety, will not result in excessive deposition of debris or soil in the watercourse.**

The applicant will be required to obtain a Grading Permit through the County’s Land Development Engineering, which will ensure that that the project adequately drains to an approved location. The applicant is importing fill, and no excessive material is permitted to be deposited onsite. Furthermore, no grading is proposed near a creek that may impair any existing spring or watercourse.

C. **Grading will minimize impacts to the natural landscape, scenic, biological and aquatic resources, and minimize erosion impacts.**

The proposed grading has been designed to minimize impacts to existing landscaping and golf course, and will not result in any scenic, biological, or aquatic resource impacts. Furthermore, one tree will be removed and replaced on the site. The additional fill is proposed to create a mound that is compatible with the golf course surrounding the site.

D. **For grading associated with a new building or development site, the subject site shall be one that minimizes grading in comparison with other available development sites, taking into consideration other development constraints and regulations applicable to the project.**

The project site is an existing golf course located adjacent to other golf and academic facilities on the campus. The proposed grading is in compliance with conditions of approval in Attachment B, will be in conformance with all applicable regulations.
E. Grading and associated improvements will conform with the natural terrain and existing topography of the site as much as possible, and should not create a significant visual scar.

As noted in Finding D above, the project site is an existing golf course. The proposed grading is designed to be compatible with existing golf course topography, with no major slopes proposed, and will therefore not result in any visual impacts. The project proposes to maintain similar elevations for the parking area, with slight alterations to accommodate necessary drainage.

F. Grading conforms with any applicable general plan or specific plan policies; and

The proposed grading is in conformance with specific findings and policies identified in the County General Plan. The proposed grading is designed to minimize grading and to reduce visual impacts from surrounding areas surrounding the golf course in keeping with General Plan policies. The proposed grading is compatible with the surrounding athletic facilities and golf course in the area.

G. Grading substantially conforms with the adopted "Guidelines for Grading and Hillside Development" and other applicable guidelines adopted by the County.

The project site is in the Al-20s-SRzone on the academic campus of Stanford University. This finding does not apply to the site.

BACKGROUND

On December 12, 2000, the County of Santa Clara ("County") approved the 2000 Stanford University Community Plan and General Use Permit (GUP), governing development projects on the Stanford campus. The GUP allows Stanford to construct up to 2,035,000 net square feet of academic and academic support uses, 3,018 new housing units, and 2,300 net new parking spaces on Stanford lands.

An ASA and Grading was approved for this project site on October 30, 2014. During construction, additional grading occurred due to site constraints. This application is a modification of the prior ASA and Grading approval to incorporate the grading onto the golf course and document the changes that occurred on the site, as well as to bring the project into conformance with approved permit.

The application for Architecture and Site Approval, and Grading Approval was submitted on February 1, 2018, and was subsequently deemed complete on March 5, 2018. A public notice was mailed to all property owners within a 300-foot radius on March 21, 2018 and was also published in the Post Records on March 23, 2018.

STAFF REPORT REVIEW

Prepared by: Kavitha Kumar, Senior Planner
Reviewed by: Leza Mikhail, Principal Planner

File No. 10612-18A-18G
ZA Hearing April 5, 2018
USE OF A PRIOR CEQA DOCUMENT PROGRAM ENVIRONMENTAL IMPACT REPORT (EIR)

Pursuant to Section 15162 of the CEQA Guidelines, the County of Santa Clara has determined that the project described below is pursuant to or in furtherance of an Environmental Impact Report which has been previously adopted and does not involve new significant impacts beyond those analyzed in the previous Environmental Impact Report.

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**Project Name**
Modifications to 10th Tee on Stanford Golf Course

**Project Type**
Academic Support

**Owner**
Stanford University

**Project Location**
35 Vista Drive, Stanford

**Project Description**
Modification to an approved Architecture and Site Approval and Grading Approval for improvements to the tenth tee of the Stanford University Golf Course. Modified improvements include construction of a new 142 sq. ft. restroom, 18 parking spaces, and associated grading. Project includes the demolition of an existing shed (199 sq. ft.). Estimated grading quantities are 106 c.y. of cut, and 3,960 c.y. of fill.

**Background and Summary of Findings**
Per the California Environmental Quality Act (CEQA) of 1970 (as amended), all development permits processed by the County Planning Office which require discretionary approval are subject to environmental review. A new Negative Declaration or EIR is not required if a previous CEQA document has been prepared and adopted or certified which adequately address all the possible environmental impacts of the proposed project and (a) no substantial changes are proposed in the project which will result in new significant environmental effects, (b) no substantial changes have occurred with respect to the circumstances under which will result in the identification of new significant impacts, or (c) no new information is available which shows that the project will have new significant impacts or mitigation measures and alternatives which were previously found to be infeasible would now in fact be feasible (CEQA Guidelines 15162).

The Planning Office evaluated the project described above and has determined that none of the circumstances exist which would require additional environmental review. As such the environmental impacts of the project have been adequately evaluated in the Environmental Impact Report adopted by the Board of Supervisors on December 15, 2000 for the project entitled “Stanford University Community Plan and General Use Permit” and that no further environmental review is required under the California Environmental Quality Act.

**Approved by:**
Manira Sandhir, Principal Planner

[Signature]

**Date:**
3/28/18

File 10612-18A-18G
Attachment A
Architectural & Site Approval and Grading Approval
Preliminary Conditions of Approval
ATTACHMENT B

FILE NUMBER 10612-18A-18G
NAME (Applicant): Stanford University
MEETING DATE: April 5, 2018

PROJECT DESCRIPTION: Modification to the approved Architecture and Site Approval and Grading Approval for improvements to the tenth tee of the Stanford University Golf Course. Improvements include construction of a 142 sq. ft. new restroom, 18 parking spaces, and associated grading. Project includes the demolition of an existing shed (199 sq. ft.). Estimated grading quantities are 106 c.y. of cut, and 3,960 c.y. of fill.

APPLICATION APPROVED SUBJECT TO CONDITIONS STATED BELOW IN ACCORDANCE WITH PLANS AS SUBMITTED.

Items marked with one asterisk (*) must be completed prior to grading permit issuance. Items marked with two asterisks (**) must be completed prior to building permit issuance. Items marked with three asterisks (***) must be completed prior to completion of grading and release of bonds. Items marked with four asterisks (****) must be completed prior to occupancy or final inspection.

Planning
For more information regarding the following conditions, contact Kavitha Kumar at (408) 299-5783 or kavitha.kumar@pln.sccgov.org.

1. Development and maintenance of the project site shall take place in accordance with approved plans, received by the Planning Department on February 1, 2018. The project allows the modifications to the 10th Tee and the construction of a 124 sq. ft. new restroom, 18 parking spaces, and associated grading.

2*** Obtain a demolition permit to remove the 199 sq. ft. shed.

3. The project shall comply with the Stanford University 2000 General Use Permit Conditions of Approval, and approved Stanford University 2000 GUP Mitigation Monitoring and Reporting Program.

4. Stanford shall be responsible for paying all reasonable costs associated with work by the County Planning Department, or with work conducted under the supervision of the County Planning Office, in conjunction with, or in any way related to the conditions of approval identified in this project. This includes but is not limited to costs for staff time, consultant fees, and direct costs associated with report production and distribution.

5. Place a construction note on the site plan that states the following: “The Bay Area Air Quality Management District (BAAQMD) has identified a set of feasible PM10 control
measures for all construction activities. These control measures, as previously required in the Program EIR, shall be adhered to during all construction activities.
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;
F. Hydroseed or apply (non-toxic) soil stabilizers to inactive construction areas (previously graded areas inactive for ten days or more);
G. Enclose, cover, water twice daily or apply (non-toxic) soil binders to exposed stockpiles (dirt, sand,);
H. Limit traffic speeds on unpaved roads to 15 mph;
I. Install fiber rolls, sandbags or other erosion control measures to prevent silt runoff to public roadways;
J. Replant vegetation in disturbed areas as quickly as possible;
K. Install wheel washers for all existing trucks, or wash off the tires of tracks of all trucks and equipment leaving the site; and
L. Suspend excavation and grading activity when winds (instantaneous gusts) exceed 25 mph."

6. *&&***Place a construction note on the site plan that states the following: “All construction contractors shall properly maintain the equipment and where feasible, use “clean fuel” equipment and emissions control technology (eg., CNG fired engines, catalytic converters, particulate traps, etc.). Measures to reduce diesel emission would be considered feasible when they are capable of being used on equipment without interfering substantially with equipment performance.”

7. * Submit site plan that shows all pedestrian and bicycle corridors along with public transit stops adjacent to the project site and indicate how bicycle, pedestrian, and public transit access and circulation will be maintained during construction. Bicycle and pedestrian access onto the campus and around the site (outside construction areas) shall not be substantially limited by construction activities associated the project. In addition, access to public transit shall not be limited, which could include the relocation or removal of adjacent bus stops.

8. * Final grading permit plans shall include the following construction notes:
A. Construction materials delivered from off campus shall not be delivered between the hours of 7:00 AM to 9:00 AM and 4:00 to 6:00 PM on weekdays. No export of fill is allowed as grading is balanced.

9. * Submit a Construction Management and Logistics Plan prior to issuance of any demolition, grading permits that clearly identifies the elements listed below (G.12):
A. Provide off-street construction related parking. Identify off-street parking location(s) on site plan for all construction related vehicles (employee parking and construction equipment) throughout the construction period. If adequate parking cannot be provided
on the construction sites, identify on the site plan or vicinity map the satellite parking location(s) that will be used.

B. Prohibit impacts to accessing public transit access and movement of public transit vehicles. Identify on site plan all temporary or permanent access limitations, re-routes, lane closures, or limits to public transit movements or place a note on the site plan stating “No temporary or permanent access limitations, re-routes, lane closures, or limits to public transit movement are permitted.”

C. Prohibit roadway construction activities from reducing roadway capacity during Stanford major athletic and special events. Stanford shall not limit roadway capacity during special events or during major athletic events, which attract a large number of visitors to the campus.

D. Provide written notification to Stanford Police and Palo Alto Fire Department regarding construction location and construction dates. Include in the notices alternate evacuation and emergency route designations to maintain response times during construction periods, if applicable. Provide one copy of the notices to the County.

E. Provide written notification to all contractors and subcontractors regarding appropriate routes and weight limits and speed limits for local roads used to access construction sites. Provide one copy of the notices to the County Planning Office.

F. Provide notification to the Cities of Palo Alto and Menlo Park of the construction schedule and include a copy of the Santa Clara County approved Construction and Traffic Management Plan. Provide one copy of the notices to the County Planning Office.

10.** Incorporate any applicable water conservation and recycling measures into the project building plans, which may include but not be limited to: water efficient landscape, landscape water management, and public outreach.

11.** Submit a detailed lighting plan which includes all new exterior lighting. The Lighting Plan shall provide light fixture details with lighting profiles and product-specific information that includes the following information:

   a. Depict the extent of illumination from all new outdoor lighting (photometric plan).
   b. Ensure absence of upward glow.
   c. Use “state-of-the-art” luminaries including those with high beam efficiency.

12.** Landscape Plan: The requirements of Division B33 of the County Ordinance Code (Sustainable Landscape Ordinance) shall apply. As proposed, the total landscape area exceeds 2,500 sq. ft., and therefore a landscape documentation package shall be submitted prior to grading permit issuance for review and approval. New landscaping shall be similar to existing landscaping on-site and meet all Stanford Community Plan and General Use Permit requirements. The submittal shall include a landscaping plan and irrigation plan, stamped and signed by a licensed landscape architect. Submit two (2) copies of the final landscape plan and associated irrigation systems, prepared and stamped by a licensed landscape architect. Three (3) oak trees shall be planted on site per approved plans.

The landscape ordinance and supporting information can be found on the Planning Department web site:

https://www.sccgov.org/sites/dpd/PlansOrdinances/Landscape/Pages/weloapply.aspx
13. ** Following completion of construction, contact Kavitha Kumar at 408-299-5783 to schedule a site visit to verify the approved parking and improvements. Contact the Planning Department at least two weeks in advance to set up an appointment.

14. In the event that previously unidentified historic or prehistoric archaeological resources are discovered during construction, the contractor shall cease work in the immediate area and the County Planning Office and Campus Archaeologist shall be contacted. An independent qualified archaeologist retained by the County at the expense of Stanford shall assess the significance of the find and make mitigation recommendations.

15. If archeological resources are discovered as described above, construction monitoring shall be conducted at any time ground-disturbing activities (greater than 12 inches in depth) are taking place in the immediate vicinity of the identified resources. If monitoring does not produce evidence of significant cultural resources within the project area, further mitigation shall be limited to construction monitoring, unless additional testing or other specific mitigation measures are determined by a qualified archaeologist to be necessary to ensure avoidance of damage to significant archaeological resources. A technical report of findings describing the results of all monitoring shall be prepared in accordance with professional standards. The archaeological monitoring program shall be implemented by an individual meeting the Secretary of Interior Professional Qualifications Standards in Archaeology (36 CFR 61); individual field monitors shall be qualified in the recognition of cultural resources and possess sufficient academic and field training as required to conduct the work effectively and without undue delay.

16. In the event that human skeletal remains are encountered, the applicant is required by County Ordinance No. B6-18 to immediately notify the County Coroner. Upon determination by the County Coroner that the remains are Native American, the coroner shall contact the California Native American Heritage Commission, pursuant to subdivision (c) of section 7050.5 of the Health and Safety Code and the County Coordinator of Indian affairs. No further disturbance of the site may be made except as authorized by the County Coordinator of Indian Affairs in accordance with the provisions of state law and this chapter. If artifacts are found on the site a qualified archaeologist shall be contacted along with the County Planning Office. No further disturbance of the artifacts may be made except as authorized by the County Planning Office.

17. In the event that fossilized shell or bone is uncovered during any earth-disturbing operation, contractors shall stop work in the immediate area of the find and notify the Campus Archaeologist and the County Building Inspector assigned to the project. The Campus Archaeologist shall visit the site and make recommendations for treatment of the find (including but not limited to consultation with a paleontologist and excavation, if warranted), which would be sent to the County Building Inspection Office and the County Planning Office. If a fossil find is confirmed, it will be recorded with the United States Geological Survey and curated in an appropriate repository.

18.* Adequate signs shall be posted along the street frontages or in front of the project site, no smaller than 1,296 square inches in size, containing the name, telephone number, and email address of the appropriate Stanford person the public may contact to register a complaint about construction noise. Additionally, Stanford shall create an outreach and information
portal to facilitate information and alerts to be delivered to the immediate neighborhoods on construction activities. Stanford shall keep a written record of all such complaints and shall provide copies of these records to the County Planning Office.

19.*** Provide all details including site plan and elevations for any generators and fuel storage tanks proposed on the site. Future installation of generators or fuel storage tanks may be subject to further review by the Zoning Administrator.

20.* Preconstruction surveys for nesting raptors and migratory birds shall be conducted by a qualified ornithologist to identify active nests that may be disturbed during project implementation. Between January 1 and April 30, preconstruction surveys shall be conducted no more than 14 days prior to the initiation of construction activities or tree removal. Between May 1 and August 31, preconstruction surveys no more than 30 days prior to the initiation of these activities. Stanford University shall conduct an additional preconstruction survey within 24 hours of initiation of construction activities, by the Campus Biologist, to verify no new nesting has occurred. If an active nest is found near, or in close proximity to, the construction area where the nest could be disturbed by these activities, the ornithologist or Campus Biologist, shall, in consultation with the California Department of Fish and Game, designate a construction free buffer zone (typically 250 feet) around the nest.

21.****Following completion of construction, contact Kavitha Kumar at (408) 299-5783 to schedule a site visit to verify that the approved landscaping has been installed. Contact the Planning Office at least two weeks in advance to set up an appointment.

Land Development Engineering
For more information regarding the following conditions, contact Ed Duazo at (408) 299-5733 or ed.duazo@pln.sccgov.org.

Plan Review and Format Process:

22. A project clearance (“goldenrod”) must be issued by the Land Development Engineering Section of the Development Services Office, prior to the issuance of the Building Permit. The process for obtaining a project clearance involves, but is not limited to, submitting a minimum of six sets of full-sized (24” x 36”), signed, engineered plans and one reduced-size (11” x 17”), non-scaled copy for Engineering Plan Check, a Plan Check Fee, Inspection Fee, and a financial security for the project. Please expect a minimum six to twelve weeks for the review process. Once all the fees and security have been submitted, and the plan has been approved and signed, a grading permit will be issued by the Land Development Engineering Section and said construction may begin. This permit does not imply that a building permit has been issued. Please contact Ed Duazo (299-5733) for complete plan submittal requirements and timelines.

23.* Final plans shall contain standard notes and certificates as shown on County Standard Cover Sheet. The minimum letter size for plan submission and approval shall be no smaller than 1/8 inch.

Agreements:

24.* Enter into a land development improvement agreement with the County per Section C12-206 of the County Ordinance Code. Submit an Engineer’s Estimate of Probable
Construction Cost prepared by a registered civil engineer with the all stages of work clearly identified for all improvements and grading as proposed in this application. Also, submit an Estimate of Probable Construction Cost prepared by a licensed landscape architect for the proposed landscape improvements. Clearly identify all stages of the landscape work, as required by the County. Post financial assurances based upon both estimates, sign the development agreement and pay necessary inspection and plan check fees, and provide County with a Certificate of Worker's Compensation Insurance.

25.* Enter into an Operations and Maintenance Agreement for Stormwater Quality Improvements with the County per Section CII.5-23 of the County Ordinance Code.

Drainage:

26. Provide for the uninterrupted flow of water in swales and natural courses on the property or any access road. No fill or crossing of any swales or watercourses is allowed unless shown on the approved plans.

27. 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.

Improvements Plans:

28.* Preliminary plans prepared by Sandis Civil Engineers, Surveyors, Planners and received on February 1, 2018, by the Santa Clara County Planning Office have been reviewed. Submit improvement, grading, and drainage plans prepared by a registered civil engineer for review and approval by the Land Development Engineering. All improvement, grading, and drainage plans require plan, typical sections, and contour grading. All the following standards shall be consistent with the March 1981 Standards and Policies Manual, Volume 1 (Land Development), County of Santa Clara, as appropriate. Copies of these details are available at the following web sites:

- Go to http://www.sccbuilding.org/,
- Click on Land Development Engineering on the left side of the page.
- At the bottom of the page, click on Private Road Standard Details for private road details.
- Click on Plan Review & Processing link in the middle of the page for other useful links.

Said improvement plans shall include the following:

Roads not to be County Maintained
a. Asphalt or Portland Cement Concrete Parking lot improvements as shown on the above plans in accordance with Chapter 4.30 of the Santa Clara County Zoning Ordinance.
b. Drainage Ditch Linings per County Standard SD8.
c. Energy Dissipaters per County Standard SD10.
d. Street signage and striping in accordance with the California MUTCD.
Storm Water Treatment – San Francisco Bay Watershed

e. This project is located within the San Francisco Bay watershed and it is a Regulated Project. Pursuant to the 2009 Municipal Regional NPDES Storm Water Permit (MRP), the improvement plans shall include Low Impact Development (LID) treatment measures (harvesting and re-use, infiltration, evapotranspiration; or bio-treatment may be used if the first three measures mentioned are infeasible), source control measures (as applicable) and site design measures complying with Provision C3 of the 2009 MRP standards, in its design. If significant changes are made to the plans submitted, a revised C.3 questionnaire must be submitted.

Storm Water Treatment – Construction BMPs

f. An erosion control plan showing seasonally- and phase- appropriate and effective BMPs for erosion control, run-on and run-off control, sediment control, and active treatment (as necessary) must be submitted.

Drainage:

g. Demonstrate the subject property has adequate existing and proposed storm drainage facilities in accordance with criteria as designated in the County Drainage Manual. At the minimum, plans and calculations shall demonstrate all of the following:

1. The site can be adequately drained,
2. The development of the site will not cause problems to nearby properties, and
3. The on-site drainage will be controlled in such a manner as to not increase the downstream peak flow or cause a hazard or public nuisance. If this cannot be demonstrated, provide a detention system pursuant to the Design Guidelines in Section 6.3.3 of the 2007 Santa Clara County Drainage Manual.

Grading:

h. Plans will be processed in accordance with the Grading Ordinance and checked for conformance with Article 5 (Design Standards) Section C12-489 to Section C12-527. Final plans shall include and/or reflect the following:

1. Pad and grading cross sections, as needed.
2. Retaining walls plans and sections necessary to establish the grades shown including retaining wall structural calculations. No retaining walls shall be installed across property lines.
3. Erosion control measures as required per Sections C12-568 through C12-579, inclusive.
4. Landscape Plans that demonstrate long-term erosion control, aesthetic / screening components, and any other requirements listed in these conditions.
5. All other improvements required by these Conditions of Approval.
6. Indicate how the graded areas are to be properly drained in accordance with criteria as designated in the County Drainage Manual. Submit necessary hydraulic calculations to justify the proposed improvements.
7. The requirement to take all exported materials from the site to a County approved disposal site must be clearly indicated on the plan.

Utilities
i. 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 improvement plans submitted to the Land Development Engineering Section for review. Off-site work should be coordinated with any other undergrounding to serve other properties in the immediate area.

Soils and Geology:
29. * Submit one copy of the geotechnical report for the improvements, prepared by a registered civil engineer, as required by the Santa Clara County Ordinance Code, to Land Development Engineering.

30. * Submit a plan review letter by the Project Geotechnical Engineer certifying that the geotechnical issues identified in the above geotechnical report been mitigated on the improvement plan. This letter shall be submitted to and reviewed by Land Development Engineering.

Other Conditions:
31. ** Construct all of the aforementioned improvements. Construction staking is required and shall be the responsibility of the developer.

Fire Marshal's Office
For more information regarding the following conditions, contact Alex Goff at (408) 299-5763 or alex.goff@sccfd.org.

32. The scope of this review is for fire protection water supply and fire department access only. An additional review for further compliance with the California Fire and Building Code will be performed by this office when a complete set of construction drawings is submitted for building permit application.

33.* Ensure that the construction fence doesn't interfere with functionality of the fire department turnaround. Page C-8 shows the two features in the same general area.

Building Inspection
For more information regarding the following conditions, contact Building Inspection Office at (408) 299-5700

34.* For detailed information about the requirements for a building permit and demolition permit, obtain a Building Permit Application Instruction handout from the Office of Building Inspection or visit their website (www.sccbuilding.org).

Department of Environmental Health
For more information regarding the following conditions, contact Darrin Lee at (408) 299-5748 or darrin.lee@pln.sccgov.org.

35. * Prior to the issuance of a building permit issuance, provide water and sanitary sewer will serve letters from Stanford Utilities.