

County of Santa Clara

Department of Planning and Development
Planning Office

County Government Center, East Wing, 7th Floor
70 West Hedding Street
San Jose, California 95110-1705
(408) 299-5770 FAX (408) 288-9198
www.sccplanning.org



May 11, 2018

Gaetano DiVittorio
3175 Paseo Vista Drive
San Martin, CA 95046

Re: File 10824-18P-18A – Incomplete letter for Proposed Recreational Vehicle (RV) Park at East Middle Avenue (APN 825-04-001)

Dear Mr. DiVittorio,

Your application for a Use Permit and Architecture and Site Approval (ASA) for a new 250-space RV Park and associated improvements is **incomplete**.

In accordance with the Permit Streamlining Act, all items identified below must be submitted to the County in order to resume processing of your Use Permit and ASA application. Resubmittals are made in person at the Planning counter and must include all requested information along with a completed application form (which is used to track the resubmittal). Once the information is submitted, the Planning Division will distribute the plans, reports and/or information to the appropriate staff or agency for review.

AN APPOINTMENT IS REQUIRED FOR MAKING THE RESUBMITTAL. PLEASE CONTACT VALERIE NEGRETE AT 408-299-5770 TO SCHEDULE AN APPOINTMENT.

Preliminary issues associated with your project's consistency with the County's General Plan and Zoning Ordinance requirements will be sent in a separate letter.

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. He or she represents a particular specialty or office and can provide details about the requested information.

Submit eight (8) revised application sets addressing the following items.

PLANNING

Contact: Valerie Negrete (Valerie.Negrete@pln.sccgov.org /408-299-5791).

Within project description and plans to be submitted, provide documentation that explains and shows all proposed site improvements as follows:

1. PLANS: Please provide an updated plan set which includes the following additional information:
 - a. Updated Site Plan to include all of the following additional information:
 - i. Existing and proposed improvements (i.e. parking layout, footprint of buildings, storage areas, etc.). Note there are existing power lines and trees not indicated on the plans.
 - ii. Setbacks of structures/improvements to property lines. Note East Middle frontage includes a future dedication which must remain unimproved.
 - iii. Provide details and location for all recreational activities described in the Project Description such as basketball course, playground, dog run area and grass ball/play area described in the Project Description received April 11, 2018.
 - b. Floor Plans and Elevations - Submit floor plans with their intended use, and elevations, including design, architectural materials and colors, for all proposed buildings and structures.
 - c. RV Space Design - Indicate length of stay for all spaces along with the RV stall depths. Identify landscape and areas to be used in each space for vehicular parking.
 - d. Details for “Dump Station” and all related appurtenances.
 - e. Lighting Plan – Submit a preliminary lighting plan with proposed exterior lighting details. Please note that off-street parking areas shall provide exterior lighting with an equivalent of one (1) foot candle of illumination throughout the parking area (Section 4.30.070.H).
 - f. Signage Plan – Submit proposed signage details including location, design, and materials.
 - g. Fencing - Show all proposed fences, including location and design details such as materials and colors.
 - h. Landscape Plan - Provide a preliminary landscape plan identifying any trees proposed for removal, and the proposed number, size, and species of trees, shrubs and groundcover. Indicate the square footage of proposed landscaping.
 - i. Parking and on-site Circulation Plan – Provide a parking and circulation plan. Provide dimensions of all parking spaces (633 spaces stated in the Environmental Form received April 11, 2018), and include the following:
 - i. Backing distance or aisle widths.
 - ii. Indicate all loading areas for deliveries and refuse collection.
 - iii. Turnaround areas for all deliveries and oversized RV stalls. See Comment 25 with regard to vehicle weight limit.
 - iv. Indicate the number of spaces of RV parking spaces, and car parking spaces in a table.
 - v. Time limitation for all parking spaces provided.

- vi. Provide stall size and features for each RV space. For example, is the stall intended for certain type of RV's such as camper or tow style and include weight of each type.
 - vii. Documentation from a licensed traffic professional shall be provided indicating that parking proposed is adequate. Please ensure that overnight parking, visitor parking, handicap parking and any proposed event/activity parking is accounted for in your proposed project description, site plan and traffic study.
 - viii. An on-site circulation plan showing all access driveways, automobile movements such as delivery truck turning movements, trash collection trucks collection movements along with the type of trucks and their length.
2. **PROJECT DESCRIPTION:** Provide an updated Project Description with the following information:
- a. Clearly describe how the project will meet short, medium and long term occupancy term stays.
 - b. Provide information about the camp and retreat operations, hours and number of employees, including how the RV site will be managed throughout the year.
 - c. Will there be any provisions for the use of shower and washing facility for campers, trash disposal handling along with trash collection and whether or not any RV truck washing allowed.
 - d. How will individual RV's dispose of waste and refuse? Will there be individual clean-outs at each unit or will patrons bring their waste to the dump station area?
 - e. Provide a description of what will be stored in the storage areas adjacent to the restrooms.
 - f. Clarify the store use including what is being sold, store hours of operation, number and types of deliveries expected to the store per day/month.
 - g. Provide details regarding the clubhouse building and what activities will take place here, the hours, membership requirements, occupancy, use limitations etc.
 - h. Project a justification statement as to the proposed density of the RV Park.
 - i. Recreational Uses. Include clear labeling of all recreational uses on the site plan and clearly describe them in the corresponding plans.
 - j. Provide a description of how the proposed RV Park meets the RV Park Guidelines.
3. **GRADING APPROVAL:** Identify the grading amounts in cubic yards of total cut and fill. File for Grading Approval if proposed grading exceeds 150 cubic yards of either cut or fill is proposed. Go to Planning Office website – “www.sccplanning.org – Apply for Grading Approval” for submittal requirements, and provide all of this information along with the associated fee of \$2,383.
4. **CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA):** As indicated in the pre-application letter dated August 10, 2017, an environmental impact report (EIR) will likely be required for this project. However, a final determination will be made once the application has been deemed complete.

Please provide the following studies to assist with the environmental review process. Alternatively, you may choose to defer the preparation of these reports during the environmental review process by the County's environmental consultants.

- a. Noise Report
- b. Archaeological Report (see attached letter from Sonoma State)

- c. Traffic Report (coordinate with the Roads and Airports Department on the scope of this study, prior to its preparation)

Note that additional reports may be needed once the application is deemed complete, or the environmental document is scoped for.

LAND DEVELOPMENT ENGINEERING

Contact: Darrell Wong (Darell.wong@pln.sccgov.org /408-299-5736)

4. Please apply for a Grading Permit pursuant to Sections C12-410 to C12-412, inclusive. The grading for the bioretention areas will drive the project over the exempt limits for a Grading Permit.
5. Please provide earthwork calculations of the earthwork quantities shown on the plans.
6. Please provide both existing and proposed topography and contours which shall be accurate to within one-half a contour interval. Contours and topography shall extend 50' beyond the limits of the development and property line.
7. Please clearly identify all roads maintained and not maintained by the County.
8. The plans shall clearly identify the limits of the impervious areas. Are all drive areas paved? Is the Outdoor recreation area pervious? What are the limits of the footprints of the structures? The structures are not completely clear on the plan provided.
9. Please provide a Drainage Plan that demonstrates the following items:
 - a. the site can be adequately drained,
 - b. the proposed development will not cause problems to the nearby properties,
 - c. the proposed development is not subject to significant damage from the one percent flood,
 - d. 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.
10. Please include all applicable easements affecting the parcel(s) with benefactors and recording information on the site plan. Please supply two copies of a preliminary title report, dated within 60 days of the day of submittal with the next submittal.
11. Please provide a drainage system to adequately route flows from the site to the retention basins and eventually the natural outfall.
12. Show drainage system from parking lots and roof drains on plan. Please clearly show the limits of the structures on the site.
13. Show location of flood plain on plan.

14. This project is located within the Central Coast Watershed and includes five thousand square feet or more of new or replacement impervious area. The plans shall include storm water treatment complying with the 2001 NPDES Permit Standards, Section C3, in its design. Please provide a completed copy of the Post Construction Requirement Packet.
15. Please provide information regarding the dedications to be made as a part of this development.

DEPARTMENT OF ENVIRONMENTAL HEALTH

Contact: Darrin Lee (darrin.lee@deh.sccgov.org /408-299-5748)

16. Submit an onsite wastewater treatment system (OWTS) design to Central Coast Regional Water Quality Control Board (RWQCB) for review and approval. Under Santa Clara County's Local Agency Management Plan (LAMP), an OWTS for a proposed RV park is under the jurisdiction of the Regional Board.
 - a. OWTS feasibility studies/ field activities may be delegated to Santa Clara County Department of Environmental Health (DEH) to perform. The feasibility activities are subject to separate fees and application to DEH.
17. Without Central Coast RWQCB's approval, DEH may not be able to provide conditions of approval.
18. The proposed water system is a state regulated "public water system" and is regulated by California State Water Resources Control Board. Contact 510-620-3474 to obtain a 'permit' from the State.
19. Prior to the issuance of building permit, submit plans to DEH for the proposed retail food facility and spa/pool. This is a separate submittal to DEH and subject to separate service application and fees.

FIRE MARSHAL

Contact: Alex Goff (alex.goff@sccfd.org/408-299-5763).

20. The proposed structures will need to have fire sprinklers installed. The plans will need to show what buildings will have fire sprinklers.
21. The plans currently show multiple water tanks. The water tank for this site needs to meet NFPA 22.
22. The location of the fire pump to be shown on the plans to ensure it doesn't block fire access.

ROADS & AIRPORTS

Contact: Rocelia Kmak (Rocelia.Kmak@rda.sccgov.org /408-573-2464).

23. The provided draft traffic impact analysis report is not consistent with the proposed project. The report analyzed a project that proposes 325 RV spaces and 1 access point. The project description and plans indicate 270 spaces and 2 access points. The analysis should be updated based on the current project and also address the following:
 - a. Include Middle Avenue/Seymour Avenue/project access in analyzed intersections

- b. Include Middle Avenue in project proximity in analyzed roadway segments
 - c. Include analysis of acceleration and deceleration lanes for the access points
 - d. Both access points must be stop controlled
 - e. The minimum green through and right movements on Monterey Road at San Martin Avenue should be 12, not 10.
24. Provide an operational analysis of the driveway locations. Demonstrate both access points have adequate lines-of-sight and provide turning templates for the largest vehicles utilizing the access points. Driveway dimensions are to be based on turning templates.
25. Provide a preliminary grading plan. The provided site plan does not contain an adequate level of detail regarding the existing conditions and how they will affect the proposed improvements. Grading plan must cover full width of Middle Avenue.

For information purposes: There is a commercial vehicle weight limitation of 7 tons on Middle Avenue from the railroad tracks to Foothill Avenue.

BUILDING INSPECTION

Contact: Matthew O'Brien (Matthew.O'Brien@sccplanning.org /408-573-2464).

26. Accommodations for persons with disabilities will be required for the areas of the site that will be accessed by the public, and throughout the new buildings as needed for both public and employee required access, including designating some parking spaces as accessible.
27. If the length of time that the guests stay at the facility will be not more than 30 days, the applicable accessibility provisions will be Chapter 11B of the California Building Code. If the stays are anticipated to be longer term, Chapter 11A shall be used.
28. Accessibility at the longer term residential facilities, the manager's residence and the employee lodging, will be in accordance with CBC Chapter 11A criteria.
29. Please see the following link for the County CalGreen compliance checklist for your reference.
https://www.sccgov.org/sites/dpd/DocsForms/Documents/Checklist_CalGreen_NonResidential.xls

SANTA CLARA VALLEY WATER DISTRICT

Contact: Ryan Littell (RLittell@valleywater.org /408-630-2536).

30. Please see attached.

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. As of the date of this letter, approximately 50% of your initial deposit associated with your "billable fee" applications have been spent on the processing of your application.

If you have any additional questions regarding this application, please call me at (408) 299- 5791 to discuss by telephone or to schedule an appointment to do so.

Sincerely,



Valerie Negrete
Associate Planner

cc: LDE – Darrell Wong
LDE – Chris Frietas
DEH – Darrin Lee
FMO – Alex Goff
Roads – Rocelia Kmak
Roads – Gavin Finley
Building – Matthew O'Brien

Enclosures (4): Santa Clara Water District memo dated May 2, 2018
Northwest Center Center letter dated May 2, 2018
List of Santa Clara County Environmental Consultants

Applicant: John DiVittorio (via email only)

**APPLICATION EVALUATION AND PRELIMINARY CONDITIONS
for**



SANTA CLARA COUNTY REFERRALS

For the Proposed: Use permit: for RV park		District File Number:
County File Number: 10824-70-33-18P, 18A		Site Location: Pg 203 & 216, sly Middle Ave, wly Llagas Ave
Owner/Applicant: Gaetano Di Vittorio		Map No:
APN: 825-04-001		Date: 05-02-2018
SCVWD Contact: Ryan Littell	(408) 265-2607, Ext:2536	Comment Due Date: 05-01-2018
<input type="checkbox"/> Facility:	<input type="checkbox"/> Cross Facility:	<input checked="" type="checkbox"/> Watershed: 5010(Llagas Creek)

The Subject Applicant is Incomplete. The applicant needs to submit the following:

- See evaluation dated:
- Topography of the site, including the creek. Topography of the creek should delineate the existing top of both banks and the bottom of channel.

- Hydraulic Hydrologic Geotechnical - Analysis as described:

- Revised plans showing all existing and proposed well(s) on the plan per District Ordinance 90-1.

- Revised plans showing that septic system meets county regulations as follows:
The septic tank and leech lines are not clearly shown on the plans.

- Other:
 - The water treatment system (including septic tank and leech lines) must be at least 50' from the drainage bioretention area.
 - The applicant should show the utilities on the plans, including sanitary sewer system and drainage system.
 - The proposed use of the property has the potential to significantly increase the demand on the groundwater basin in this area. Additional information on the expected groundwater demand, and any proposed actions to minimize the new demand, should be provided for review.
 - The project site is located within the recharge area of the Llagas Subbasin. The project includes new impervious areas that will reduce natural recharge. What steps, if any, are being taken to minimize this impact?
 - Nitrate is a significant groundwater quality concern in South County. Other than the proposed location of the on-site wastewater treatment system (OWTS), no information is provided. The following information is necessary to provide a more thorough review of the proposed project:
 - a. Detailed information on expected nitrate loading and an assessment of the potential impact on groundwater quality.
 - b. Details on the design of the OWTS.
 - c. Location and design of the leach field. The leach field should meet the setback requirements for the on- and off-site wells and be constructed in a manner that will prevent the leachate from entering the bioretention area.

The Subject Application is Complete. The following are preliminary condition(s) of approval:

- All previous conditions or comments still apply. See evaluation dated:
- The District requests right of way as described:

- A District permit is required for this project per District Water Resource Protection Ordinance. Make a separate application in writing to the District for an encroachment permit for any modification or use of a District facility, property or easement. Project clearance from District is required prior to

- Additional Comments:

Informational Items to be included in the conditions of approval:

- A District permit is not required.
- This project will not modify or use a District facility or easement, however; is/are located on or next to the site. See recommendations below.
- The site may be subject to flooding in the event of a 1% or 100 year flood. For more information please contact the County's flood

APPLICATION EVALUATION AND PRELIMINARY CONDITIONS
for



SANTA CLARA COUNTY REFERRALS

plain administrator.

District records indicate the site contains well(s). Any abandoned wells, or wells that are no longer in use, must be properly destroyed. Any wells in use that will be impacted by project activities must be protected. As required by District Ordinance 90-1, an application must be filed with the District for a permit to construct or destroy any well or to drill any exploratory holes deeper than 45 feet. Contact the District's Wells and Water Measurement Unit at (408)630-2660, for more information.

Additional Comments/Recommendations:

CALIFORNIA
HISTORICAL
RESOURCES
INFORMATION
SYSTEM



ALAMEDA
COLUSA
CONTRA COSTA
DEL NORTE
HUMBOLDT
LAKE
MARIN
MENDOCINO
MONTEREY
NAPA
SAN BENITO
SAN FRANCISCO
SAN MATEO
SANTA CLARA
SANTA CRUZ
SOLANO
SONOMA
YOLO

Northwest Information Center
Sonoma State University
150 Professional Center Drive, Suite E
Rohnert Park, California 94928-3609
Tel: 707.588.8455
nwic@sonoma.edu
<http://www.sonoma.edu/nwic>

May 2, 2018

File No.: 17-2502

Valerie Negrete, Project Planner
City of Santa Clara
Planning and Inspection
1500 Warburton Avenue
Santa Clara, CA 95050

re: 10824-70-33-18P-18A, E Middle Ave, Di Vittorio

Dear Ms. Valerie Negrete,

Records at this office were reviewed to determine if this project could adversely affect cultural resources. **Please note that use of the term cultural resources includes both archaeological sites and historical buildings and/or structures. The review for possible historic-era building/structures, however, was limited to references currently in our office and should not be considered comprehensive.**

Project Description: Use Permit for RV Park.

Previous Studies:

XX This office has no record of any previous cultural resource studies for the proposed project area (*see recommendation below*).

Archaeological and Native American Resources Recommendations:

XX Based on an evaluation of the environmental setting and features associated with known sites, Native American resources in this part of Santa Clara County have been found near sources of water (including perennial and intermittent springs and streams), and near the interface between the valleys and adjacent uplands. The proposed project area is located on the gently sloping alluvial plain between East Llagas Creek and Llagas Creek. The undifferentiated alluvial deposits that are located within the project area date from the Holocene and have been known to overlay archaeological material within sterile alluvium of varying depths. Given the potential for buried archaeological material, there is a moderate potential of unrecorded Native American resources in the proposed project area.

(Northwest Information Center) therefore recommends that a qualified archaeologist conduct further archival and field study to identify cultural resources. Field study may include, but is not limited to; hand auger sampling, shovel test units, and / or geoarchaeological analyses as well as other common methods used to identify the presence of archaeological resources. Please refer to the list of consultants who meet the Secretary of the Interior's standards at <http://www.chrisinfo.org>.

XX 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:

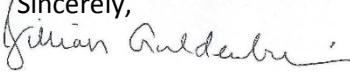
XX The proposed project area is located within a designated State Point of Historical Interest (#054), known as the Community of San Martin (Property # 091250). Designated in 1983, this listing has a status code of 7L, meaning Points of Historical Interest designated prior to January 1998 need to be reevaluated using current standards. Prior to commencement of project activities, it is recommended that potential impacts to this resource be assessed by a qualified professional familiar with the history and architecture of Santa Clara County.

XX 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.

Sincerely,

Jillian Guldenbrein
Researcher