

TOWN OF LOS GATOS COMMUNITY DEVELOPMENT DEPARTMENT

Terence J Szewczyk	1776 Technology Dr San Jose, CA 95110	(408)316-2696
<small>NAME OF APPLICANT</small>	<small>ADDRESS</small>	<small>TELEPHONE</small>
<i>Terence J Szewczyk</i>	4.08 acres	terry@tscivil.com
<small>APPLICANT'S SIGNATURE</small>	<small>SITE AREA</small>	<small>EMAIL</small>
16660 Cypress Way, Los Gatos	532-23-106	HR 2.5
<small>ADDRESS OR LOCATION OF PROJECT SITE</small>	<small>PARCEL NUMBER</small>	<small>ZONING</small>

APPLICANT SUBMITTAL CHECKLIST

NOTE TO APPLICANTS

A Development Application must include certain minimum information before a project will be accepted and processed for review as the submittal begins a legal time limit. The applicant is responsible for submitting the general information listed below as well as the specific application requirements indicated on the attached sheets. All information, including plans, must be clear, legible, and easily readable. Incomplete, inaccurate, or illegible information will not be accepted and will delay processing of the application.

1. COMPLETED APPLICATION FORM - Form must include the signature of the property owner(s).
2. COMMUNITY DEVELOPMENT APPLICATION PROCESS AGREEMENT
3. APPLICATION FILING FEE - Fee for proposed application based on Planning fee schedule.
4. WRITTEN DESCRIPTION OF PROPOSED PROJECT - A complete written description of the proposal.
5. LETTER OF JUSTIFICATION - For all applications except a single-family residence with no demolition.
6. VERIFICATION OF PROPERTY OWNERSHIP AND EASEMENTS – One (1) copy of a grant deed for the subject property. Two (2) copies of a preliminary title report for the subject property if new development (i.e. new construction, additions, grading, subdivisions, etc.) is proposed.
7. STRUCTURE CONDITION REPORT - For demolition of any residential structure.
8. ENVIRONMENTAL CHECKLIST FORM - When applicable, form must be completely filled out. Available online at www.losgatosca.gov/planning.
9. HAZARDOUS MATERIALS/AIR QUALITY CHECKLIST – Form must be completely filled out.
10. BUILD IT GREEN GREENPOINT RATED CHECKLIST – For residential projects. There is a list for remodels, new single – family residential, and new multi-family residential. Available at www.builditgreen.org.
11. HILLSIDE DEVELOPMENT STANDARDS AND GUIDELINES COMPLIANCE CHECKLIST - For hillside projects.
12. HOW TO READ YOUR NEIGHBORHOOD WORKBOOK – For non-hillside residential projects.
13. C.3 DATA FORM or SMALL PROJECTS WORKSHEET – Available online at www.losgatosca.gov (Parks and Public Works Dept, Engineering Services - Stormwater Regulations).
14. PHOTOS OF PROPERTY - Photos of the subject property from each side and photos of adjacent properties.
15. MINIMUM SIX (6) SETS OF COMPLETE DEVELOPMENT PLANS AND AN ELECTRONIC COPY - If the application is for a Planned Development of five (5) or more lots or if the application is for a subdivision of five (5) or more lots that is not a PD – sixteen (16) sets of the map is also required.

AUTHORIZATION AND CERTIFICATION OF PROPERTY OWNER

I/We certify that, as the property owner(s), I/we authorize the filing of this application. I/We understand that pursuant to the Code of the Town of Los Gatos, conditions of approval are binding upon both the applicant and property owner(s). I/We agree to implement the conditions of approval to the best of my/our ability.

Lauri Deffenbaugh	16660 Cypress Way, Los Gatos, CA 95030	
<small>Name (please print)</small>	<small>Address (with zip code)</small>	<small>Telephone</small>
<i>Lauri A. Deffenbaugh</i>		07 / 09 / 2021
<small>Signature</small>		<small>Date</small>

***This Page
Intentionally
Left Blank***



July 8, 2021

Job No: 21-213

Erin Walters - Associate Planner
Town of Los Gatos
Community Development Department
110 E. Main Street,
Los Gatos CA 95030

Subject: Letter of Justification & Project Description
Grading Permit & Architecture & Site Approval
Previously Unpermitted Emergency Construction
16660 Cypress Way, Los Gatos

Dear Erin.

The Deffenbaughs purchased this historic residence as a labor of love, intending to restore and preserve the legacy of the building and grounds. They had recently moved from Orange County, California where they witnessed devastating wildfires with destruction of existing residences and envisioned that the same could occur with this property.

Emergency Construction

Consequently, when they were presented with an opportunity to create defensible space on the downslope side of the house, they jumped at it with a local landscape contractor. This unpermitted construction involved a significant fill for the turnaround and north of the house with numerous walls in excess of the 5' maximum guideline per the Town HDG&S. This application seeks to mitigate the non-conforming installations.

Further Improvements Proposed

The turnaround is not the only improvement that will make this property more fire-safe. There is a need to add a firetruck turnout at the south side of the house with access to new water tanks. We propose two 5000-gallon tanks with a 4 inch wharf hydrant as shown on the plan. Although the site has a San Jose Water Company service and the current ADU is fire sprinklered, there simply are no public hydrants within the Cypress Way frontage.

Additionally, there is a need for an emergency escape road (only 7' to 8' wide) downhill to the intersection of Cypress with Phillips Ave. This roadway can informally connect to the cluster of driveways serving 16600 & 16700 Cypress Way at a location within the

Erin Walters
Job No. 21-213
Page 2 of 2
July 8, 2021

public street right of way. Note that the slope of the escape road is 25% maximum and it is intended only for resident passenger vehicles traveling northerly and downhill.

In summary, with the creative input from Planning, Fire, and PPW we can collaborate to make this project fire-safe(r) and remedy the violations.

Should you require additional information please contact me by email: terry@tscivil.com.



TS/CIVIL ENGINEERING, INC.
Terence J. Szewczyk, P.E. C35527
Principal Engineer

TOWN OF LOS GATOS

DEVELOPMENT APPLICATION SUPPLEMENT HAZARDOUS WASTES AND SUBSTANCES STATEMENT

California Government Code Section 65962.5 requires that "before a lead agency accepts as complete an application for any development project . . . the applicant shall consult the lists" contained in this section which identify sites determined to contain hazardous wastes or contamination, as reported by the Secretary for Environmental Protection. These lists are available in the Community Development Department. The form, properly completed and signed, must accompany the development application submitted to the Town Community Development Department.

Please complete the following information:

Site Address: 16660 Cypress Way, Los Gatos, CA Zip Code 95030

Assessor's Parcel Number (APN): 532-23-106

APPLICANT	PROPERTY OWNER
Name/Company TS Civil Engineering	Name/Company Theodore & Lauri Deffenbaugh
Mailing Address 1776 Technology Drive, San Jose, CA, 95110	Mailing Address 16660 Cypress Way, Los Gatos, CA, 95030
Telephone (408)316-2696	Telephone (949)231-2077

I hereby acknowledge that I have reviewed these lists and declare that the project site:

Is not included on any Hazardous Wastes and Substances Sites List.

Is included on the following list pursuant to Section 65962.5 of the Government Code:

Regulator identification number: _____

Date of List: _____

Terence J Szewczyk
Applicant Signature

Date 7/7/2021

Note: State of California/Hazardous Waste & Substances Sites List for Los Gatos is attached.

Community Development Application Process Agreement

This document explains the decision-making process used by the Town of Los Gatos for all land-use related applications and permits being considered by the Planning Commission and/or the Town Council. All applicants and their representatives are required to read, understand, acknowledge, and sign this disclosure prior to their application being deemed complete and ready for consideration.

All applications and permits presented to the Planning Commission and/or Town Council are solely at the discretion of those bodies, including General Plan Amendments, Zoning changes, Planned Developments, Architecture and Site Applications, Conditional Use Permits, or Conditions of Approval. Staff and consultant recommendations, including those of the consulting architect, are in no way limiting on or indicative of any subsequent decision or direction from the Planning Commission and/or Town Council.

Staff and consultant recommendations are based solely on the application of the Town's General Plan, Zoning and other ordinances, Specific Plans, Guidelines, and adopted policies. Staff's role is not to advocate for or support the interests of the applicant, but to ensure compliance with the aforementioned policy direction and to consider the proposed development's impacts on both the immediate neighborhood and the broader community.

Town Council policy prohibits the Planning Commission from discussing pending applications or permits with either the proponents or opponents of the application. **Applicants and their representatives are prohibited from directly or indirectly contacting or communicating with Planning Commissioners regarding the application except through publicly disclosed written communications.**

For Planning Commission matters appealed to the Town Council, the Town Council must make one of the following findings to reverse or modify a Planning Commission decision:

1. There was an error or abuse of discretion on the part of the Planning Commission;
2. New information was presented to Council that was "not readily or reasonably available" for submission to the Planning Commission*; or
3. There was an issue or policy which the Council must decide, not the Planning Commission.

*Unless the new information has a minimal effect, the application is returned to the Planning Commission with the new information.

The undersigned Town staff representative has provided and discussed this document with the applicant and the applicant's representatives:

Staff: _____

DATE: _____

Applicant: Terence J. Szewczyk

DATE: July 8th, 2021

Property Owner: Lauri A. Deffenbaugh

DATE: 07 / 09 / 2021

Architect: _____

DATE: _____

Business Owner: _____

DATE: _____

Other: _____


DATE: _____

Legal Counsel: _____

DATE: _____

TITLE	A&S Application
FILE NAME	210708_21-213 Application.pdf
DOCUMENT ID	36ebf506c10d601b7a7710f3e7aa9e2c8ffeac34
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History

 SENT	07 / 08 / 2021 19:19:29 UTC	Sent for signature to Lauri Deffenbaugh [REDACTED] from terry@tscivil.com IP: 162.236.129.121
 VIEWED	07 / 09 / 2021 14:44:30 UTC	Viewed by Lauri Deffenbaugh [REDACTED] IP: 76.103.216.142
 SIGNED	07 / 09 / 2021 14:49:02 UTC	Signed by Lauri Deffenbaugh [REDACTED] IP: 76.103.216.142
 COMPLETED	07 / 09 / 2021 14:49:02 UTC	The document has been completed.