



TOWN OF LOS GATOS
PARKS AND PUBLIC WORKS COMMENTS

STAFF TECHNICAL REVIEW
Engineering Division
January 31, 2024

ITEM: **16660 Cypress Way; APN: 532-23-106**
 Architecture and Site Application S-21-024
 Request for approval for site improvements requiring a grading permit on property zoned
 HR-2-½.
 PROPERTY OWNER: Theodore and Laurie Deffenbaugh
 APPLICANT: Terence J. Szewczyk

PROJECT PLANNER: Erin Walters
LAST REVIEWED: 8/25/2021

DEFICIENCIES: (GENERAL)

- 1) Please update the plan set to include an index sheet and adjacent properties labeled as to use or owner.
- 2) Please include grading sheets for original, existing conditions and proposed conditions.
- 3) For clarification, please include sheet(s) that shows individual site plans for the original conditions, existing conditions, and proposed improvements.
- 4) Since this project will create and/or replace more than 2,500 square feet of impervious area, completion of the NPDES Stormwater Compliance Small Projects Worksheet and implementation of at least one of the six low impact development site design measures it specifies will be required.
- 5) Please include detailed section cuts of the site with elevations.
- 6) Please provide a cut/fill site plan map with the various depths of cut/fill represented by differing colors. This should be a color-coded grid map with cut and fill depths that displays the earthwork quantities that were part of the previously completed grading activities and retaining wall construction.
- 7) Please update the site plans:
 - a) Illustrate and label all existing and planned development including but not limiting to building, driveway, walkway, decks, patios, trees, accessory structures, etc.
 - b) Provide a table of pre-existing and now current impervious areas, also identifying the square footage of impervious area that was created and/or replaced with the improvements.
 - c) List the total disturbed area in square feet or acre.
 - d) Show all trees that were removed or are planned to be removed.
 - e) Show existing/proposed utilities.
- 8) Please include/update grading plans:



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- a) Provide a table of grading quantities with identification of individual areas of cut and fill (basement/cellar, driveway, pool, landscape, etc.). Include the maximum proposed cut and fill depths for each area per the Maximum Graded Cuts and Fills as found in Table 1 in Section III of the Town’s Hillside Development Standards and Guidelines.

Average Slope: _____	Earthwork/Agg (CY)		Max Cut/Fill Depth (ft)		(CY)	
Site Element	Cut	Fill	Cut	Fill	Import	Export
Driveway/Parking						
House Footprint						
Porch/Patio						
Garage						
Landscape						
Misc. Hardscape						
Basement/Cellar						
Pool						
Total						

- b) Additional existing topography and sections at the perimeter showing that the proposed improvements do not divert runoff or negatively affect the adjacent properties.
- c) Please show pad and finished floor elevation.
- d) Provide top and bottom of wall elevations for existing and proposed retaining walls at all endpoints, angle points and critical points.
- e) Provide spot grades at the corners of the residence and hardscapes, top and bottom of stairways, retaining walls, drainage features of the area, pad and finish floor elevations.
- f) Delineate the limit of grading/disturbed area.
- 9) Please ensure all fences are relocated along property lines.
- 10) Additional plan check comments are likely to be provided upon submittal of more complete plan set with the data and information requested.
- 11) A Soils Report for Geologic and Geotechnical Review is required. The report must discuss the geologic and seismic hazards and conclude that there is a geotechnically feasible building envelope on each proposed lot, in addition to providing geotechnical design recommendations. A deposit in the amount of **\$5,750.00** for report review along with a copy of the Report and Plan will be required for this step.
- 12) The scope of the project would lead to its classification as a Regulated Project per Provision C.3.b.ii. Please implement LID source control, site design, and stormwater treatment on-site in accordance with Provisions C.3.c. and C.3.d.



**TOWN OF LOS GATOS
PARKS AND PUBLIC WORKS COMMENTS**

Please provide a compliance memorandum showing how all the deficiencies and comments have been addressed. PLEASE NOTE THAT COMMENTS/DEFICIENCIES LISTED ABOVE MAY NOT BE AN EXHAUSTIVE LIST OF ALL PLAN CHECK COMMENTS OR CONDITIONS.

GENERAL COMMENTS:

- 1) Retaining walls shall include provisions for drainage.
- 2) Final grading plans shall include a complete erosion control plan. Interim erosion control measures, to be carried out during construction and before installation of the final landscaping, shall be included. Interim erosion control method shall include, but are not limited to: silt fences, fiber rolls (with locations and details), erosion control blankets, Town standard seeding specification, etc.

REQUIRED AFTER PUBLIC HEARING APPROVAL/PRIOR TO PERMIT ISSUANCE:

- 3) **Geotechnical Recommendations: TBD**
- 4) **C.3. Recommendations: TBD**
- 5) **Grading Permit:** Grading permit plans required. Please see items 238-256 in Town of Los Gatos Fee Schedule for pricing. More information provided in conditions of approval below and after DRC/PC approval.
- 6) **Tree Removal Permit:** Please send application materials to trobnett-illges@losgatosca.gov to apply.

Corvell Sparks
PPW Engineer
CSparks@losgatosca.gov
408.395.5340

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TOWN OF LOS GATOS
BUILDING DIVISION CONDITIONS OF APPROVAL

STAFF TECHNICAL REVIEW

Building Division

January 30, 2024

ITEM: 16660 Cypress Way
Architecture and Site Application S-21-024
Last reviewed August 24, 2021

Request for approval for site improvements requiring a grading permit on property zoned HR-2-1/2. APN: 532-23-106.

PROPERTY OWNER: Theodore and Laurie Deffenbaugh
APPLICANT: Terence J. Szewczyk
PROJECT PLANNER: Erin Walters

GENERAL COMMENTS:

1. A comprehensive plan review has not been completed for this project under consideration by the Development Review Committee or Town Council. Advisory Comments may be provided by the Building Division as part of a cursory review. Comprehensive Plan review will be part of the separate building permit application process. Once the Development Review Committee and/or Planning Commission approvals have been obtained and the requisite appeal period has passed, submit complete sets of construction drawings and documents to the Building Counter. No construction work can be commenced without an appropriate building permit.

DEFICIENCIES:

1. Include on the drawings, any unpermitted structures that require a Building Permit. Staff can confirm multiple retaining walls and detached structures that do not appear on the Town's record of Building Permits.
2. Structures less than 120 sq. ft. may be exempt from permitting requirements however they must still meet the requirements of CRC Section R337 Materials and Construction Methods for Exterior Wildfire Exposure. Any sub-trades such as electrical, mechanical, or plumbing will require a Building Permit. Regardless of size, these structures must be dimensioned and shown on the drawings.
3. Number and label all unpermitted retaining walls and provide a chart that defines the length and max height.
4. Pursuant to CRC Section R105.2 #3, all retaining walls supporting a surcharge require a Building Permit. Provide construction details of all unpermitted retaining walls including foundation, backfill, and drainage.
5. Provide a signed and stamped letter from a structural engineer stating that each unpermitted retaining wall is adequately constructed to minimum building code and/or accepted industry standard. If a structural engineer is unable to provide this confirmation letter, a detailed plan to modify or remediate the unpermitted walls will be required at the Building Permit submittal.
6. The concrete stairs located to the east of the main structure must comply with CRC Section 311.7 and be accurately shown on the submitted drawings.

7. Walkway shown above the cellar to the south of the main structure appears to be located on the neighboring property. Provide easement, and details of construction including guards where fall is greater than 30" measured 36" horizontal from edge of the open side.

DRAFT CONDITIONS:

TO THE SATISFACTION OF THE DIRECTOR OF COMMUNITY DEVELOPMENT:
(Building Division)

1. PERMITS REQUIRED: A Building Permit will be required for all structures exceeding 120 sq. ft. and all retaining walls that support a surcharge.
2. APPLICABLE CODES: The current codes, as amended and adopted by the Town of Los Gatos as of January 1, 2023, are the 2022 California Building Standards Code, California Code of Regulations Title 24, Parts 1-12, including locally adopted Energy Reach Codes.
3. CONDITIONS OF APPROVAL: The Conditions of Approval must be blue lined in full on the cover sheet of the construction plans. A Compliance Memorandum shall be prepared and submitted with the building permit application detailing how the Conditions of Approval will be addressed.
4. SIZE OF PLANS: Minimum size 24" x 36", maximum size 30" x 42".
5. SOILS REPORT: A Soils Report, prepared to the satisfaction of the Building Official, containing foundation and retaining wall design recommendations, shall be submitted with the Building Permit Application. This report shall be prepared by a licensed Civil Engineer specializing in soils mechanics.
6. SHORING: Shoring plans and calculations will be required for all excavations which exceed five (5) feet in depth or which remove lateral support from any existing building, adjacent property, or the public right-of-way. Shoring plans and calculations shall be prepared by a California licensed engineer and shall confirm to the Cal/OSHA regulations.
7. FOUNDATION INSPECTIONS: A pad certificate prepared by a licensed civil engineer or land surveyor shall be submitted to the project Building Inspector at foundation inspection. This certificate shall certify compliance with the recommendations as specified in the Soils Report, and that the building pad elevations and on-site retaining wall locations and elevations have been prepared according to the approved plans. Horizontal and vertical controls shall be set and certified by a licensed surveyor or registered Civil Engineer for the following items:
 - a. Building pad elevation
 - b. Finish floor elevation
 - c. Foundation corner locations
 - d. Retaining wall(s) locations and elevations
8. TITLE 24 ENERGY COMPLIANCE: All required California Title 24 Energy Compliance Forms must be blue-lined (sticky-backed), i.e. directly printed, onto a plan sheet.
9. TOWN RESIDENTIAL ACCESSIBILITY STANDARDS: New residential units shall be designed with adaptability features for single-family residences per Town Resolution 1994-61:
 - a. Wood backing (2" x 8" minimum) shall be provided in all bathroom walls, at water closets, showers, and bathtubs, located 34 inches from the floor to the center of the backing, suitable for the installation of grab bars if needed in the future.
 - b. All passage doors shall be at least 32-inch wide doors on the accessible floor level.
 - c. The primary entrance door shall be a 36-inch-wide door including a 5'x 5' level landing, no more than 1 inch out of plane with the immediate interior floor level and with an 18-inch clearance at interior strike edge.
 - d. A door buzzer, bell or chime shall be hard wired at primary entrance.

BUILDING DIVISION CONDITIONS OF APPROVAL

10. **BACKWATER VALVE:** The scope of this project may require the installation of a sanitary sewer backwater valve per Town Ordinance 6.50.025. Please provide information on the plans if a backwater valve is required and the location of the installation. The Town of Los Gatos Ordinance and West Valley Sanitation District (WVSD) requires backwater valves on drainage piping serving fixtures that have flood level rims less than 12 inches above the elevation of the next upstream manhole.
11. **HAZARDOUS FIRE ZONE:** All projects in the Town of Los Gatos require Class A roof assemblies.
12. **WILDLAND-URBAN INTERFACE:** This project is located in a Wildland-Urban Interface High Fire Area and must comply with Section R337 of the 2019 California Residential Code, Public Resources Code 4291 and California Government Code Section 51182.
13. **PROVIDE DEFENSIBLE SPACE/FIRE BREAK LANDSCAPING PLAN:** Prepared by a California licensed Landscape Architect in conformance with California Public Resources Code 4291 and California Government Code Section 51182.
14. **PRIOR TO FINAL INSPECTION:** Provide a letter from a California licensed Landscape Architect certifying the landscaping and vegetation clearance requirements have been completed per the California Public Resources Code 4291 and Government Code Section 51182.
15. **SPECIAL INSPECTIONS:** When a special inspection is required by CBC Section 1704, the Architect or Engineer of Record shall prepare an inspection program that shall be submitted to the Building Official for approval prior to issuance of the Building Permit. The Town Special Inspection form must be completely filled-out and signed by all requested parties prior to permit issuance. Special Inspection forms are available from the Building Division Service Counter or online at www.losgatosca.gov/building.
16. **BLUEPRINT FOR A CLEAN BAY SHEET:** The Town standard Santa Clara Valley Nonpoint Source Pollution Control Program Sheet (page size same as submitted drawings) shall be part of the plan submittal as the second page. The specification sheet is available at the Building Division Service Counter for a fee of \$2 or at ARC Blueprint for a fee or online at www.losgatosca.gov/building.
17. **APPROVALS REQUIRED:** The project requires the following departments and agencies approval before issuing a building permit:
 - a. Community Development – Planning Division: (408) 354-6874
 - b. Engineering/Parks & Public Works Department: (408) 399-5771
 - c. Santa Clara County Fire Department: (408) 378-4010
 - d. West Valley Sanitation District: (408) 378-2407
 - e. Local School District: The Town will forward the paperwork to the appropriate school district(s) for processing. A copy of the paid receipt is required prior to permit issuance.

Robert Gray, CBO, CASP
Chief Building Official / ADA Coordinator
rgray@losgatosca.gov



SANTA CLARA COUNTY FIRE DEPARTMENT

14700 Winchester Blvd., Los Gatos, CA 95032 | (408) 378-4010 | www.sccfd.org

PLAN REVIEW No. **24 0253**

BLDG PERMIT No.

DEVELOPMENTAL REVIEW COMMENTS

Plans and Scope of Review:

This project shall comply with the following:

The California Fire (CFC) & Building (CBC) Code, 2022 edition, as adopted by the Town of Los Gatos Town Code (LGTC), California Code of Regulations (CCR) and Health & Safety Code.

The scope of this project includes the following:

Proposed legalization of new retaining walls to an existing two-story single family dwelling. No work conducted on the existing house.

Plan Status:

No Fire Department Comments.

Plan Review Comments:

1. **Site to remain existing non-conforming**, future projects may require full water and access review, and be subject for PRC 4290 regulations.

This review shall not be construed to be an approval of a violation of the provisions of the California Fire Code or of other laws or regulations of the jurisdiction. A permit presuming to give authority to violate or cancel the provisions of the fire code or other such laws or regulations shall not be valid. Any addition to or alteration of approved construction documents shall be approved in advance. [CFC, Ch.1, 105.3.6] S-21-024

City	PLANS	SPECS	NEW	RMDL	AS	OCCUPANCY	CONST. TYPE	ApplicantName	DATE	PAGE
LGA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			Ts Civil Engineering	01/30/2024	1 OF 1
SEC/FLOOR	AREA	LOAD	PROJECT DESCRIPTION				PROJECT TYPE OR SYSTEM			
			Residential Development				Site Work			
NAME OF PROJECT						LOCATION				
SFR						16660 Cypress Way Los Gatos				
TABULAR FIRE FLOW						REDUCTION FOR FIRE SPRINKLERS	REQUIRED FIRE FLOW @ 20 PSI		BY	
						<input type="text"/>			Ip, Kenny	