



**COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION**

CITY HALL
10300 TORRE AVENUE • CUPERTINO, CA 95014-3255
TELEPHONE: (408) 777-3308 • FAX: (408) 777-3333
CUPERTINO.ORG

SENT VIA ELECTRONIC MAIL

September 13, 2024

Lixin Chen
10168 Amelia Court
Cupertino, CA 95014
leonlixinchen@gmail.com

RE: Application Incomplete Letter
APNs 356-05-007, 356-05-008, 356-27-026
Tentative Map, File # TM-2024-003
Hillside Exception, File # EXC-2024-006
Tree Removal Permit, File # TR-2024-029

Dear Lixin Chen,

Thank you for your application submitted for the above referenced permits on the property located at APNs 356-05-007, 356-05-008, and 356-27-026. After reviewing the plans, the [Cupertino Municipal Code](#) ("CMC"), [Cupertino General Plan](#), [Cupertino BMR Manual](#), the [Tree Removal Application Form](#), and the [Planning Permit Application Checklist](#), Planning Division staff has determined that your application is *incomplete* in accordance with the Permit Streamlining Act (California Government Code Section 65920).

APPLICATION COMPLETENESS

Please find below the remaining items that will need to be addressed prior to your application being deemed complete. Please provide a written response to each of the following comments for additional review.

Pursuant to California Government Code Section 65941.1(d)(1), if the City determines that the application for the development project is not complete, the applicant shall submit the specific information needed to complete the application within 90 days of receiving the City's written identification of the necessary information. If the applicant does not submit this information within the 90-day period, then the preliminary application shall expire and have no further force or effect.

General Application Checklist Comments

1. Tree Removal Application

Removal of Protected Trees, as defined by City Code Section 14.18.050, on the subject property requires a Tree Removal Permit to be applied for and approved by the Planning Division. Please complete the City's [Tree Removal Permit Application Form](#) and provide the information and documents outlined on the form, including:

- a. Justification Statement providing an explanation of why the trees should be removed; and
- b. Arborist Report; and
- c. Site Plan showing the location of existing and replacement trees; and
- d. Replacement Plan showing the locations of the proposed replacement trees, approved by an ISA certified arborist.

2. General Planning Application Item 1 - Application Form

Please ensure that Page 2 of the General Planning Application reflects the legal property owner names, as listed in the provided Preliminary Title Report. Additionally, as outlined in Item 1 of the General Planning Application Checklist, please provide the contact information for the project's Civil Engineer, Architect, Landscape Architect, and all other consultants involved with the application on another sheet, if necessary.

3. General Planning Application Item 2 - Application Fees – Peer Review Consultant Fees

As outlined in Item 2 of the General Planning Application Checklist, please provide payment of the deposit required to cover the costs associated with the peer review of the provided Phase I Environmental Site Assessment ("ESA"). As noted in the project's reimbursement agreement, the estimate of collected fees did not include third-party review costs.

An invoice is included as Attachment A of this letter outlining the required deposit. Please note that the required deposit amount includes a non-refundable, 15% administrative fee.

Following payment of deposit, the provided Phase I Environmental Site Assessment will be sent to third-party consultants for peer review. Upon receipt of a peer review report, any requests for additional information or changes to each report will be forwarded to the applicant. Any subsequent reports produced will require additional third-party consultant review at applicant cost.

4. General Planning Application Item 6 - Arborist Report

Application documents did not include an arborist's report, but rather included exclusively a tree survey. Please provide an arborist report, prepared within the last three months by an ISA Certified Arborist, for the removal or disturbance of any Protected Tree on the site or on an adjacent property which could be impacted by the proposed development. Describe the condition of all Protected trees to be removed/disturbed and provide a statement of specific reasons for the proposed removal.

5. **General Planning Application Item 9 – Preliminary Trash Management Plan**

Consistent with Item 9 of the General Planning Application Checklist, please provide a preliminary trash management plan. Refer to Chapters 6.24, 9.16 and 9.18 of the Municipal Code for requirements related to Garbage, Recycling and Organic Waste Collection. Contact the Environmental Services Division's main line at (408) 777-3236 for coordination with Recology, the City's waste collection company. Additional guidance is provided in Comment #1 of the attached Environmental Programs Division review letter (Attachment B).

6. **General Planning Application Item 11 – Affordable Housing Plan**

Consistent with Item 9 of the General Planning Application Checklist, please provide a written outline of the project's consistency with the City's [BMR Housing Manual](#). Ensure that the Affordable Housing Plan meets the requirements outlined in the BMR Housing Manual Section 2.3.3.

Please ensure that the Affordable Housing Plan clearly outlines the project's consistency with:

- a. Section 2.3.1 B – When a development proposes to provide on-site Rental BMR units, the affordability requirements for units shall be sixty percent (60%) of BMR units as very low-income and forty percent (40%) as low-income.
- b. Section 2.3.4 A through D for BMR Unit Design
- c. Section 3.2 – Non-residential affordable housing mitigation fees shall be calculated by multiplying the increase in gross square footage (SF) by the applicable non-residential affordable housing mitigation fee.
- d. Section 5.3 – New rental projects with five or more units shall provide at least 15% of the units or lots as BMR ownership units or lots per Section 2.3.

7. **General Planning Application Item 12 – Consistency with Objective Standards**

Item 12 of the General Planning Application Checklist requires that all exhibits indicate how the proposed project is consistent with all applicable objective zoning, subdivision, and design review standards applicable to the project site.

Attachment C outlines some objective zoning, subdivision, and design review standards identified by the City. Please clearly outline how each of these standards are met by the proposed project. If the applicant contends objective standards are inapplicable to the project, please so specify.

8. **General Planning Application Item 13 – Statement of Design Intent**

Please ensure that the provided Statement of Design Intent has been prepared by the project architect/designer and includes the required information outlined in Item 13 of the General Planning Application.

The provided information does not provide a description of the design program, the designer's approach, and how the architectural, landscape, and other elements have been

integrated in compliance with the City's objective standards, if applicable. Nor does it address the relationship between the proposed design of the project and adjacent properties and streets in design terms. The information also does not address the requirement to define the site, building design, and landscape concepts in terms of site design goals and objectives, pedestrian circulation, outdoor-use areas, visual screening and enhancements, conservation of natural resources, mitigation of negative site characteristics, and off-site influences.

9. **General Planning Application Item 15 – Title Sheet (Sheets A0.0 and C0.0)**

Provide revised title sheets that include the date prepared for sheets in the table of contents. Provide a vicinity map showing the General Plan and Zoning designations in the project vicinity.

10. **General Planning Application Item 16 – Development Program (Sheets A0.0)**

Include on Sheet A0.0:

- a. Size of property including gross and net lot area (square feet and acres).
- b. The number of bedrooms for each unit type;
- c. The net density;
- d. The total number of units by affordability level and tenure (rental or ownership); and
- e. The amount of private open space provided for each unit.
- f. For commercial development, the total floor area in each building (including basements, mezzanines, interior balconies, and upper stories or levels in a multistory building) and the total building area, including nonresidential garages, by floor.
- g. For commercial development, the number of projected employees, number of dining seats, number of bar seats (if applicable), and hours of operations.
- h. Provide the percent lot coverage, percent of net lot area covered by buildings (total area of site covered by roofs and eaves divided by net lot area).
- i. The percentage of net lot area devoted to landscaping, common open space, and private useable open space.
- j. The height of structures that includes maximum height and number of stories.
- k. The required setbacks.
- l. The building elevations, curb elevations (use curb that is nearest to a building).
- m. Parking requirements under City of Cupertino Municipal Code Chapter 19.124.040, unless a different parking standard is allowed under state law, and tabulation of the number of parking spaces proposed by type (universal and ADA compliant) and proposed parking ratios.
- n. Bicycle parking (required and proposed) under City of Cupertino Municipal Code Chapter 19.124.040.

11. **General Planning Application Item 18 – Site Plan (Sheets A0.0 and A1.0)**

Ensure that the provided site plans are drawn at 1"= 20' scale. Each site plan shall include the following:

- a. Existing and proposed property lines with dimensions, bearings, radii and arc lengths, easements.

- b. Net and gross lot area for existing and proposed parcels.
- c. Benchmark based on USGS NAVD 88 vertical.
- d. Location and dimensions of all existing and proposed structures extending 50 feet beyond the property.
- e. If adjacent to a street, show the entire width of street to the next property line, including driveways.
- f. Clearly identify and label all existing and proposed structures such as fencing, walls, all building features including decks and porches, all accessory structures including garages and sheds, mailboxes, and trash enclosures.
- g. Dimensions of proposed setbacks from property lines and between structures.
- h. Location, dimension, and purpose (i.e. water, sewer, access, etc.) of all easements including sufficient recording data to identify the conveyance (book and page of official records).
- i. Location of all adjacent streets (public and private), both existing and proposed, showing both sides of streets, street names, street width, striping, centerlines, centerline radii of all curves, median and landscape strips, bike lanes, pedestrian ways, trails, bridges, curb, gutters, sidewalks, driveways, and edge of right-of-way including any proposed or required right-of-way dedication.
- j. Show all existing and proposed improvements including traffic signal poles and traffic signs.
- k. Show line of sight for all intersections and driveways based on current City of Cupertino standards.
- l. Existing topography and proposed grading extending 50 feet beyond the property.
- m. Include spot elevations, pad elevations, and show all retaining walls with TOW/BOW elevations.
- n. Drainage information showing spot elevations, pad elevations, existing catch basins, and direction of proposed drainage, including approximate street grade, existing and proposed storm drain locations and storm water treatment facilities.
- o. Location and dimensions of existing and proposed utilities, including water supply system, sanitary sewers and laterals, drainage facilities, wells, septic tanks, underground and overhead electrical lines, utility poles, utility vaults, cabinets and meters, transformers, electroliers, street lights, lighting fixtures, underground irrigation and drainage lines, backflow prevention and reduced pressure devices, traffic signal poles, underground conduit for signals and interconnect, and traffic signal pull boxes, signal cabinets, service cabinets, and other related facilities.
- p. Location and dimensions of parking spaces, back-up, safe pedestrian paths to building entrances, loading areas, and circulation patterns.
- q. Survey of all existing trees on the site and adjacent to the site, at 1"=20' scale, indicating species, diameter at breast height (DBH) as defined in Chapter 14.18 of the Cupertino Municipal Code, and base elevation. Trunk locations and the drip line shall be accurately plotted. Identify all protected trees as defined in Chapter 14.18 of the Cupertino Municipal Code.
- r. Tentative locations for public artwork in compliance with Section 19.148.050(B) of the Municipal Code.

12. General Planning Application Item 19 – Contextual Plan

Provide a Contextual Plan using a topographic or aerial map as base. Show the relationship of the project to the building and site features within 50 feet of the property line. The plan shall include:

- a. Building footprints, pad elevations and building height. Land use and zoning designation on all lots.
- b. Property lines and dimensions of the subject site and adjacent properties showing all easements.
- c. Location of streets, medians, curb cuts, sidewalks, driveways, and parking areas.
- d. Location of all creeks, waterways and trees.
- e. Vicinity map indicating site in relation to major streets.

13. General Planning Application Item 20 – Building Elevations

(Sheets A02.2.1, A03.2.1, A04.2.1, A05.2.1, A06.2.1, A30.2.1, A30.2.2, A30.2.3, A30.2.4, A40.2.1, A40.2.2)

Each elevation shall be drawn at 1/8"= 1' minimum scale and dimensioned vertically and horizontally. Height is measured from natural grade established at subdivision.

Provided plans include elevation drawings for each unit type but fail to provide elevations in context of each lot. Provide drawings representing the building elevations in the context of each proposed lot. Each elevation drawing shall include:

- a. Fully dimensioned buildings identifying materials, details, and features including visible plumbing, electrical meters, and method of concealment.
- b. Vertical dimensions from all points above natural, existing, and finished grade on all elevations.
- c. Topography with natural, existing, and proposed grades accurately represented to show building height to show the relationship of the building to the site and adjacent properties.
- d. Location, height and design of rooftop mechanical equipment and proposed screening.
 - i. Provide a section detail showing height of equipment in relation to the height of the proposed screen structure.
- e. Location and type of building mounted exterior lighting.
- f. Detailed building sections showing depth of reveals, projections, recesses, etc.
- g. Details of vents, gutters, downspouts, scuppers, external air conditioning equipment, etc.
- h. Details including materials and dimensions of door and window treatments, railings, stairways, handicap ramps, trim, fascia, soffits, columns, fences, and other elements which affect the building. Provide wall sections at 1/2"=1' scale to clarify detailing as appropriate.

14. General Planning Application Item 21 – Floor Plans

(Sheets A02.1.1, A02.1.2, A03.1.1, A03.1.2, A04.1.1, A04.1.2, A05.1.1, A05.1.2, A05.1.3, A06.1.1, A06.1.2, A30.1.1, A30.2.1, A30.2.2, A30.2.3, A30.2.4, A40.1.1, A40.1.2, A40.1.3, A40.1.4, A40.1.5)

Plans shall be drawn by a licensed Architect at 1/8" = 1' or larger scale. Each floor plan shall provide:

- a. Dimensions and tabulations of *each* area of each floor; and
- b. Finished floor elevations set to USGS NAVD 88 Vertical datum; and
- c. Garages, parking areas, and amenity spaces and indicate if any of these areas are underground; and
- d. Square footage of non-residential uses; and
- e. Identification of affordable (BMR) units; and
- f. If structured parking is provided, identify compliance with requirements of Chapter 19.124 of the Municipal Code and clearly identify required pedestrian paths pursuant to General Plan Policy M-3.6.

15. General Planning Application Item 22 – Roof Plans

(Sheets A02.2.1, A03.2.1, A04.2.1, A05.2.1, A06.2.1)

Roof Plans were not provided for the proposed community center or the townhomes. Each roof plan shall be drawn by a licensed Architect at 1/8" = 1' or larger scale. The roof plan shall include:

- a. Property lines; and
- b. Outline of building footprint; and
- c. Ridgelines, valleys, flat roof areas; and
- d. Roof pitch; and
- e. Rooftop mechanical equipment, and screening.

16. General Planning Application Item 23 – True Cross Sections

Consistent with the requirements of the General Planning Application Checklist, provide a minimum of two whole site cross-sections drawn at 1:1 scale (same scale used for both vertical and horizontal axis), 1"=20' minimum scale, with scale noted, and a graphic bar scale, through critical portions of the site extending 50 feet beyond the property line onto adjacent properties or to the property lines on the opposite side of adjacent streets. Sections shall include existing topography, slope lines, final grades, location and height of existing and proposed structures, fences, walls, roadways, parking areas, landscaping, trees, and property lines. Section locations shall be identified on the Site Plan.

17. General Planning Application Item 24 – Tree Survey

Consistent with the requirements of the General Planning Application Checklist, provide a Tree Survey Plan, prepared by an ISA Certified Arborist, drawn at 1"=20' scale, showing accurate trunk location and drip line for all existing trees on the site and adjacent to the site.

Ensure that the Tree Survey Plan matches the provided tree inventory and that the tree inventory list is updated to specify for each tree the base elevation and clearly indicate if it is to be preserved or to be removed.

Identify existing trees or plant materials on abutting properties that could influence site design or be impacted by the project.

18. General Planning Application Item 25 – Landscape Plans

Consistent with the requirements of the General Planning Application Checklist, provide landscape plans. Plans shall be drawn at 1"=20' or larger scale by a licensed Landscape Architect. The plans shall incorporate the existing and proposed property lines, proposed Grading and Utility Plan, showing the location of existing and proposed utility lines and utility structures screened back, but legible, and shall include the following:

- a. Final planting plan showing proposed trees, shrubs and shrub groupings, lawn, and groundcover areas, existing trees to be saved, stormwater treatment areas, special paving, hardscape, and site furnishings. Include a landscape legend with a list of proposed plant materials (indicate both Latin and common name), including size, spacing, total quantities, ultimate height, and spread of materials.
- b. Size, species, trunk location, and canopy of all existing trees (6" in diameter or larger) on-site and on abutting property that could be affected by the project. Identify which trees will remain and trees to be removed. Any tree proposed as mitigation for the removal of a protected tree shall be identified as a replacement tree. Replacement trees shall comply with the requirements of Chapter 14.15 of the Cupertino Municipal Code.
- c. Show accurate representation of plant materials within three years.
- d. Identify the location and screening of any above ground utilities and bio- swales or other stormwater treatment areas with 1:10 scale cross sections showing the planting within the bio-swales and screening of the utilities.
- e. Provide enlarged details (minimum of 1:10 scale) for focal points and accent areas.
- f. Location and details and/or manufacturers catalogue cuts of walls, fences, paving, decorative planters, trellises, arbors, and other related site improvements.
- g. Landscape plans with more than two sheets shall show the plant legend with symbols for each species on every sheet.
- h. Statement indicating that a fully automatic irrigation system will be provided.
- i. Color and materials submittal for all special paving, hardscape treatment, walls, landscape lighting, and site furnishings.
- j. The Landscape plan shall be coordinated and consistent with the Stormwater Plan.
- k. Note signed and dated by project Landscape Architect that plans are in compliance with all City standards.
- l. Provide information on landscaping used as screening for utility equipment.
- m. Compliance with the landscaping requirements in Chapter 19.124 of the Municipal Code.

19. General Planning Application Item 26 – Fence Plan

Consistent with the requirements of the General Planning Application Checklist, provide a fence plan that is drawn at 1"=20' scale showing the location, height and type of all fences and walls.

20. General Planning Application Item 27 – Lighting Plan

Consistent with the requirements of the General Planning Application Checklist, provide a lighting plan that shows the location and type of exterior lighting, both fixed to the building and freestanding, any and all lights for circulation, security, landscaping, building accent or other purpose.

21. General Planning Application Item 28 – Photometric Plan

Consistent with the requirements of the General Planning Application Checklist, provide a Photometric Plan that indicates the projects compliance with no lighting glare. The Photometric Plan must indicate that lighting levels do not spill into adjacent properties.

22. General Planning Application Item 29 – Photo-Simulations

Consistent with the requirements of the General Planning Application Checklist, provide digital photo-simulations of the site with and without the project, taken from various points off-site with the best visibility of the project. Include a key map showing the location where each photo was taken.

**23. General Planning Application Item 30 – Color and Materials Board
(Sheets A02.4.1, A03.4.1, A04.4.1, A05.4.1, A06.4.1, A30.4.1, A40.4.1)**

Consistent with the requirements of the General Planning Application Checklist, provide updated color and materials boards that identify the name of manufacturer, product, style, identification numbers and other pertinent information.

24. General Planning Application Item 31 – Grading Plan (Sheet C4.0)

Consistent with the requirements of the General Planning Application Checklist, ensure that the provided grading plan includes:

- a. Proposed natural grades; and
- b. Proposed building footprints, pad elevations and building height; and
- c. Existing and proposed contours which can be easily differentiated (5 ft intervals for slopes greater than 10%); and
- d. Spot elevations of survey points; and
- e. Source and date of the contour and spot elevation information; and
- f. Limits of cut and fill; and
- g. Grading Quantities (Cut and Fill Cubic Yards); and
- h. Topography and elevation of adjoining parcels (for a minimum of 50'); and
- i. Slope ratio; and
- j. The relationship of the project to the building and site features within 50 feet.

25. General Planning Application Item 32 – Tentative Map (Sheets C0.0 through C7.0)

Consistent with the requirements of the General Planning Application Checklist, provide a revised tentative map, prepared by a licensed Civil Engineer, compliant with the City's subdivision ordinance and including:

- a. Existing tree types and diameter at breast height (DBH) and indicate drip line/canopy.
- b. Lot area with density per gross acre for each parcel (net square footage)

CONSISTENCY, COMPLIANCE, AND CONFORMITY

The following is a partial list of some of the project components that are inconsistent, out of compliance, and/or non-conforming with City standards. Please note that, pursuant to California Government Code Section 65589.5, the City is not obligated to identify inconsistencies with project plans and the City's objective design and development standards until 30 days after the application has been deemed complete. Revisions to plan sheets and/or provision of the additional project information required for application completeness will result in additional compliance notes in the next round of review since most standards cannot be adequately evaluated without the required additional information. As such, the following comments constitute an initial assessment and is not intended to provide a comprehensive list of inconsistencies, non-compliance, and non-conformity. Such list will be provided within 30 days of the project being deemed complete.

Objective standards that may be unenforceable under Government Code section 65589.5(d)(5) are provided for informational purposes. Building, engineering, fire, and other standards associated with Building Permit review may not be reflected in this list. Additional requirements may be identified after plans and documents are submitted/revised to address application incompleteness.

1. Active Code Enforcement Action

There currently exists pending violations related to the project properties at APNs 356-05-007, 356-05-008, and 356-27-026. There are active code enforcement cases related to work which require grading permits, and for which valid permits are not on file. Emails dated September 10, 2024 (Attachment D) and September 12, 2024 (Attachment E) were sent informing you of the pending issues and remediation requirements.

The email indicates that review of the case will take place on or after Wednesday, September 25, 2024. If no permits are applied for by the time the case is reviewed, enforcement action may be escalated which may include the issuance of citations or a "Redtag" (i.e. stop work order).

Please note that these requirements are separate from the review of this project application and must be completed within the timelines prescribed by the City's Code Enforcement Division. Please continue to work with Code Enforcement and Public Works staff to address the requirements of this enforcement action.

2. **Additional Permit Included**

Based on review of project plans, a Hillside Exception Permit has been included in this project for exceptions made to CMC Chapter 19.40. Additionally, the Development Permit that was previously included in this project has been removed. The executed Reimbursement Agreement for this project is not affected by these changes.

3. **Applicable City Standards**

Potentially applicable objective standards have been identified in Attachment C. Other development standards, fee standards, and post-entitlement requirements have been identified in Attachment F.

4. **Uses Not Addressed by Chapter 19.20**

Allowed uses in the Residential Hillside zoning district are identified in Municipal Code Chapter 19.20. Based on the table of allowed uses outlined in Municipal Code Section 19.20.020, the proposed townhomes and commercial gym would not be permitted. As such, standards for their development are not addressed through the requirements for structures in the Residential Hillside zoning district in Municipal Code Chapter 19.40.

Typical standards for development of townhomes are outlined in Municipal Code Chapter 19.36 and standards for the development of commercial structures are outlined in Municipal Code Chapter 19.60.

5. **Other Department and Agency Reviews**

The project has been sent to the Public Works Department, the Environmental Services division, the Building division, the Santa Clara County Fire Department (“SCCFD”), the Cupertino Sanitary District, and the Sustainability Department for review. Review letters from these departments and agencies have been included as Attachment G. Comments provided from these departments and agencies shall be addressed as part of the project’s resubmission.

6. **Arborist Report Peer Review**

Submitted arborist reports will be subject to peer review by a City contracted, third-party reviewer. The initial deposit collected by the City for a peer review will be determined following receipt of the required arborist report and will include a non-refundable 15% administrative fee.

7. **Geologic Report Peer Review**

The provided geologic report and project plans have been sent out to our consulting geologist for peer review. Comments provided from this review will be forwarded to the applicant upon receipt and should be addressed by the applicant, as necessary.

8. **Environmental Site Assessment Review**

The provided ESA has not yet been peer reviewed. Once reviewed, a Phase II ESA may be required to be submitted.

26. Lot Survey

Provide a survey which has been conducted, stamped, and signed by a certified land surveyor to verify the lot boundaries, lot size, and topography. For more information, refer to the City's [Licensed Survey Policy](#).

9. Compliance with Ridgeline Easement

The provided preliminary title report and Sheet C1.0 indicates that there exists a ridgeline easement over the property which may limit the development of the property. Please address how the proposed development does not conflict with this recorded easement.

10. Secondary Fire Access

Please clarify if an extension of the existing adjacent private fire access road is proposed. If it is, please provide necessary documents to show that this extension would be allowed. These documents may include, but are not limited to, documentation of right of access and approval of neighboring property owner for construction on the property.

11. Multiple APNs Included

The project application and plans indicate that the project includes APN 356 27 026, however this parcel does not seem to be incorporated into the project design. Please clarify the basis for including the parcel in the application or revise project to remove the parcel.

12. Project Description

Please provide additional information in the project description to clarify the scope of the proposed subdivision (e.g. number of lots, number of lots developed, inclusion of remainder or open space lots, etc.) and outline the operational program for the proposed commercial recreation center (e.g. amenities and programs offered, expected number of employees, hours of operations, inclusion of food uses, etc.).

13. Internal Consistency and Labeling

Please ensure that provided plans are internally consistent and that plans do not include a reference to a "preliminary" review or set of plans for review. Until such time that consistent plans are provided, the application will remain non-compliant.

14. Plan Set Typos and Errors

- a. Remove unused sheets from the table of contents on Sheet A0.0.
- b. Use a project name consistently on both architectural, civil, and other plan sheets.
- c. Complete the property address and APN data and remove duplicate incomplete information on Sheet A0.0:

CURRENT SITE DATA

PROPERTY ADDRESS:	CUPERTINO
APN:	
ZONE:	
LOT AREA:	3,682,207 SQFT.

- d. On Sheet A0.0, include the floor area for each unit type, consistent with provided floor plans.
- e. Include legends on plan sheets to clarify the use of various line weights, hatching, colors, and shading.
- f. Sheet A40.1.4 seems to be a duplicate of Sheet A40.1.3. Confirm that this is the correct floor plan for the second floor of the proposed building.
- g. Sheets A40.1.1 through A40.1.5 have incorrect or repeated sheet numbers identified in the bottom right corner of each plan.
- h. The floor plan on Sheet A40.1.5 is labeled on the plan as "Community Sports Center 2nd Floor Plan," but seems to contain a third story floor plan. Please clarify and correct, if needed.
- i. Use and label lot numbers consistently across all architectural and civil drawings.
- j. On Sheet C3.3, provide elevation labels.
- k. Colors labeled for the Unit Type A and the "Community Center" are not correctly applied to outlines of buildings on Sheet A1.1.
- l. The Site Plan on Sheet A0.0 does not identify the outline of all listed APNs included for the project.

15. Site Plan and Development Plans (Sheets A0.0, A1.0, and A1.1)

Please provide the following information on the proposed site plan and development plans:

- a. Location of proposed trail.
- b. Location of proposed sidewalks.
- c. Location of proposed landscaped areas.
- d. Grading information (i.e. cut and fill), average slope, and size for each lot.
- e. Labels of private and public roads.
- f. Outline of extent of disturbance.

16. Identification of 30% Slopes and Ridgelines

Please provide the following items to aid in review of project consistency with Residential Hillside development standards:

- a. Site Plans that show topographical information at contour intervals not to exceed ten feet and a horizontal map scale of one inch = two hundred feet or larger and identify all areas with slopes thirty percent.
- b. Identify whether the property is on a prominent ridgeline or the structure is in the fifteen percent site line from a prominent ridge line.

17. Grading Plan (Sheet C4.0)

Please ensure that grading plans include the cross-sections of the areas of greatest cut and greatest fill and show all existing and proposed retaining walls with Top Of Wall /Bottom Of Wall elevations.

18. Tentative Map Comments (Sheet C3.0)

Please clarify on the tentative map the lines that represent proposed lot lines and the lines that represent road or other boundaries. Also clarify which lots are proposed for development and which lots are proposed to be kept vacant. Please identify if vacant parcels will be a remainder parcel and if an open space reservation or other easement/restriction is proposed.

Please also ensure that all easements are reflected on the map and clearly/easily readable.

CEQA REVIEW

This application constitutes a "project" under Section 15378(a)(1) of the California Environmental Quality Act ("CEQA") Guidelines. The level of review required under CEQA will be determined following the application being deemed complete. Please be aware that the City may require additional documentation necessary to conduct the environmental review after the project has been deemed complete.

Sincerely,

/s/

Emi Sugiyama
Associate Planner
City of Cupertino

Attachments: A – Invoice for Contracted Services Deposits
B – Environmental Programs Division Review Letter
C – Objective Standards Matrix
D – September 10, 2024 Code Enforcement Email
E – September 12, 2024 Code Enforcement Email
F – Applicable Standards Matrix
G – Other Department and Agency Comments