

## STAFF REPORT TO THE ZONING ADMINISTRATOR

**APPLICATION NO.:** 03-0489  
**APN:** 043-094-33  
**APPLICANT:** Candice Phelps  
**OWNER:** Barbara McNese

**PROJECT DESCRIPTION:** Proposal to construct a two-story, 2,871 square feet single family dwelling with attached 500 square feet garage.

**LOCATION:** 350 Kingsbury Drive, Aptos

**PERMITS REQUIRED:** Coastal Development Permit

**ENVIRONMENTAL DETERMINATION:** Exempt  
**COASTAL ZONE:**  Yes  No  
**APPEALABLE TO CCC:**  Yes  No

### PARCEL INFORMATION

**PARCEL SIZE:** 7,028 square feet (from survey)  
**EXISTING LAND USE:**  
**PARCEL:** vacant  
**SURROUNDING:** single family residential  
**PROJECT ACCESS:** Kingsbury Drive  
**PLANNING AREA:** Aptos  
**LAND USE DESIGNATION:** RL (Urban Low Residential)  
**ZONING DISTRICT:** R-1-6 (Single Family Residential - 6,000 sq. ft. minimum)  
**SUPERVISORIAL DISTRICT:** District 2 (Ellen Pirie, Supervisor)

### ENVIRONMENTAL INFORMATION

- |                      |  |
|----------------------|--|
| a. Geologic Hazards  | a. Not mapped/no physical evidence on site     |
| b. Soils             | b. Soils report on <b>file</b>                 |
| c. Fire Hazard       | c. Not a mapped constraint                     |
| d. Slopes            | d. N/A   |
| e. Env. Sen. Habitat | e. Not mapped/no physical evidence on site     |
| f. Grading           | No grading proposed                            |
| g. Tree Removal      | g. No significant trees proposed to be removed |
| h. Scenic            | Not a mapped resource                          |
| i. Drainage          | i. Existing drainage adequate                  |
| j. Traffic           | j. N/A   |
| k. Roads             | k. Existing roads adequate                     |
| l. Parks             | l. Existing park facilities adequate           |

- |                       |  |
|-----------------------|--|
| m. Sewer Availability | m. N/A                                     |
| n. Water Availability | n. N/A                                     |
| o. Archeology         | o. Not mapped/no physical evidence on site |

**SERVICES INFORMATION**

Inside Urban/Rural Services Line:  Yes  No  
Water Supply: Soquel Water District  
Sewage Disposal: Santa Cruz Sanitation District  
Fire District: Aptos / La Selva Fire Protection District  
Drainage District: Zone 6

**HISTORY**

This application was received on November 12, 2003 and deemed complete on January 21, 2004.

**ANALYSIS AND DISCUSSION**

The subject property is a 7,028 square foot lot, located in the **R-1-6** (Single Family Residential - 6,000sq. ft. minimum) zone district, a designation which allows residential uses. The proposed single family residence with attached garage is a principal permitted use within the zone district and the project is consistent with the site's (RL) Urban Low Residential General Plan designation.

The proposed residence is a two story structure with stucco siding and clay tile roof. The design is a combination of historically derived elements with variation in mass and form. The design includes a two car garage and two parking spaces on the driveway. This lot is relatively flat but drops sharply at the very rear. The structure is over 25 feet from the top of the slope.

The proposed single family residence with attached garage is in conformance with the County's certified Local Coastal Program in that the structure is sited and designed to be visually compatible, in scale with, and integrated with the character of the surrounding neighborhood. Developed parcels in the area contain single-family dwellings. Size and architectural styles vary widely in the area, and the design submitted is consistent with the existing range. Overall, that the new residence will be compatible with the existing structures in the neighborhood.

This lot is less than the required 60 feet width in the **R-1-6** zone and therefore the side setbacks revert to 5 feet on both sides (as opposed to the 5' and 8' typically required).

	<b>R-1-6 Standards</b>	<b>Proposed Residence</b>
	(residence and front of garage)	
<b>Side yard setback:</b>	5 feet / 5 feet	5 feet / 5 feet
<b>Lot Coverage:</b>	30 % maximum	30 %
<b>Building Height:</b>	28 feet maximum	24' -10"
<b>Floor Area Ratio (F.A.R.):</b>	0.5:1 maximum (50%)	44 %
<b>Parking</b>	3 bedrooms – 3 (18' x 8.5')	two in garage two uncovered

**RECOMMENDATION**

Staff recommends:

1. **APPROVAL** of Application Number **03-0489**, based on the attached findings and conditions.
2. Certification that the proposal is categorically exempt from further Environmental Review under the California Environmental Quality Act.

**EXHIBITS**

- A. Project plans
- B. Findings
- C. Conditions
- D. Categorical Exemption (CEQA determination)
- E. Location map
- F. Assessor's parcel map
- G. General Plan map
- H. Zoning map
- I. Comments & Correspondence
- J. Urban Designer's Memo
- K. Discretionary Application Comments

Application# 03-0489  
APN: 043-094-33  
owner: Barbara McNese

SUPPLEMENTARY REPORTS AND INFORMATION REFERRED TO IN THIS REPORT  
ARE ON FILE AND AVAILABLE FOR VIEWING AT THE SANTA CRUZ COUNTY  
PLANNING DEPARTMENT, AND ARE HEREBY MADE A PART OF THE  
ADMINISTRATIVE RECORD FOR THE PROPOSED PROJECT.

Report Prepared By: Lawrence Kasparowitz  
Santa Cruz County Planning Department  
701 Ocean Street, 4th Floor  
Santa Cruz CA 95060  
phone: (831) 454-2676  
email: [pln795@co.santa-cruz.ca.us](mailto:pln795@co.santa-cruz.ca.us)

**COASTAL DEVELOPMENT PERMIT FINDINGS:**

1. THAT THE PROJECT IS A USE ALLOWED IN ONE OF THE BASIC ZONE DISTRICTS, OTHER THAN THE SPECIAL USE (SU) DISTRICT, LISTED IN SECTION 13.10.170(d) AS CONSISTENT WITH THE GENERAL PLAN AND LOCAL COASTAL PROGRAM LUP DESIGNATION.

The property is zoned R-1-6 (Single Family Residential - 6,000 sq. ft. **minimum**), a designation which allows residential uses. The proposed single family residence with attached garage **is** a principal permitted use within the zone district, consistent with the site's (RL) Urban Low Residential General Plan designation.

2. THAT THE PROJECT DOES NOT CONFLICT WITH ANY EXISTING EASEMENT OR DEVELOPMENT RESTRICTIONS SUCH AS PUBLIC ACCESS, UTILITY, OR OPEN SPACE EASEMENTS.

The proposal does not conflict with any existing easement or development restriction such as public access, utility, **or** open space easements in that no such easements or restrictions are **known** to encumber the project site.

3. THAT THE PROJECT IS CONSISTENT WITH THE DESIGN CRITERIA AND SPECIAL USE STANDARDS AND CONDITIONS OF THIS CHAPTER PURSUANT TO SECTION 13.20.130 et seq.

The proposal is consistent with the design and use standards pursuant to Section 13.20.130 in that the development is consistent with the surrounding neighborhood in terms of architectural style; the site is surrounded by lots developed to an urban density; the colors shall be natural in appearance and complementary to the site; the development site is not on a prominent ridge, beach, or bluff top.

4. THAT THE PROJECT CONFORMS WITH THE PUBLIC ACCESS, RECREATION, AND VISITOR-SERVING POLICIES, STANDARDS AND MAPS OF THE GENERAL PLAN AND LOCAL COASTAL PROGRAM LAND USE PLAN, SPECIFICALLY CHAPTER 2: FIGURE 2.5 AND CHAPTER 7, AND, AS TO ANY DEVELOPMENT BETWEEN AND NEAREST PUBLIC ROAD AND THE SEA OR THE SHORELINE OF ANY BODY OF WATER LOCATED WITHIN THE COASTAL ZONE, SUCH DEVELOPMENT IS IN CONFORMITY WITH THE PUBLIC ACCESS AND PUBLIC RECREATION POLICIES OF CHAPTER 3 OF THE COASTAL ACT COMMENCING WITH SECTION 30200.

The project site is not located between the shoreline and the first public road. Consequently, the single family residence with attached garage will not interfere with public access to the

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beach, ocean, or any nearby body of water. Further, the project site is not identified as a priority acquisition site in the County Local Coastal Program.

5. THAT THE PROPOSED DEVELOPMENT IS IN CONFORMITY WITH THE CERTIFIED LOCAL COASTAL PROGRAM.

The proposed project is in conformity with the County's certified Local Coastal Program in that the structure is sited and designed to be visually compatible, in scale with, and integrated with the character of the surrounding neighborhood. Additionally, residential uses are allowed uses in the R-1-6 (Single Family Residential - 6,000 sq. ft. minimum) zone district of the area, as well as the General Plan and Local Coastal Program land use designation. Developed parcels in the area contain single-family dwellings. Size and architectural styles vary widely in the area, and the design submitted is not inconsistent with the existing range.

### **DEVELOPMENT PERMIT FINDINGS:**

1. THAT THE PROPOSED LOCATION OF THE PROJECT AND THE CONDITIONS UNDER WHICH IT WOULD BE OPERATED OR MAINTAINED WILL NOT BE DETRIMENTAL TO THE HEALTH, SAFETY, OR WELFARE OF PERSONS RESIDING OR WORKING IN THE NEIGHBORHOOD OR THE GENERAL PUBLIC, AND WILL NOT RESULT IN INEFFICIENT OR WASTEFUL USE OF ENERGY, AND WILL NOT BE MATERIALLY INJURIOUS TO PROPERTIES OR IMPROVEMENTS IN THE VICINITY.

The location of the proposed single family residence with attached garage and the conditions under which it would be operated or maintained will not be detrimental to the health, safety, or welfare of persons residing or working in the neighborhood or the general public, and will not result in inefficient or wasteful use of energy, and will not be materially injurious to properties or improvements in the vicinity in that the project is located in an area designated for residential uses and is not encumbered by physical constraints to development. Construction will comply with prevailing building technology, the Uniform Building Code, and the County Building ordinance to insure the optimum in safety and the conservation of energy and resources. The proposed single family residence with attached garage will not deprive adjacent properties or the neighborhood of light, air, or open space, in that the structure meets all current setbacks that ensure access to light, air, and open space in the neighborhood.

2. THAT THE PROPOSED LOCATION OF THE PROJECT AND THE CONDITIONS UNDER WHICH IT WOULD BE OPERATED OR MAINTAINED WILL BE CONSISTENT WITH ALL PERTINENT COUNTY ORDINANCES AND THE PURPOSE OF THE ZONE DISTRICT IN WHICH THE SITE IS LOCATED.

The project site is located in the R-1-6 (Single Family Residential - 6,000 sq. ft. minimum) zone district. The proposed location of the single family residence with attached garage and the conditions under which it would be operated or maintained will be consistent with all pertinent County ordinances and the purpose of the R-1-6 zone district in that the primary use of the property will be one single family residence with attached garage that meets all current site standards for the zone district.

3. THAT THE PROPOSED USE IS CONSISTENT WITH ALL ELEMENTS OF THE COUNTY GENERAL PLAN AND WITH ANY SPECIFIC PLAN WHICH HAS BEEN ADOPTED FOR THE AREA.

The project is located in the Urban Low Residential (RL) land use designation. The proposed residential use is consistent with the General Plan in that it meets the density requirements specified in General Plan Objective (Urban Low Residential).

The proposed single family residence with attached garage will not adversely impact the light, solar opportunities, air, and/or open space available to other structures or properties, and meets all current site and development standards for the zone district as specified in Policy 8.1.3 (Residential Site and Development Standards Ordinance), in that the single family residence with attached garage will not adversely shade adjacent properties, and will meet current setbacks for the zone district that ensure access to light, air, and open space in the neighborhood.

The proposed single family residence with attached garage will not be improperly proportioned to the parcel size or the character of the neighborhood as specified in General Plan Policy 8.6.1 (Maintaining a Relationship Between Structure and Parcel Sizes), in that the proposed single family residence with attached garage will comply with the site standards for the R-1-6 zone district (including setbacks, lot coverage, floor area ratio, height, and number of stories) for a parcel that is less than 60 feet wide, and will result in a structure consistent with a design that could be approved on any similarly sized lot in the vicinity.

A specific plan has not been adopted for this portion of the County.

4. THAT THE PROPOSED USE WILL NOT OVERLOAD UTILITIES AND WILL NOT GENERATE MORE THAN THE ACCEPTABLE LEVEL OF TRAFFIC ON THE STREETS IN THE VICINITY.

The proposed use will not overload utilities or generate more than the acceptable level of traffic on the streets in the vicinity in that it is a single family residence with attached garage on an existing undeveloped lot. The expected level of traffic generated by the proposed project is anticipated to be only one peak trip per day (1 peak trip per dwelling unit), such an increase will not adversely impact existing roads and intersections in the surrounding area.

5. THAT THE PROPOSED PROJECT WILL COMPLEMENT AND HARMONIZE WITH THE EXISTING AND PROPOSED LAND USES IN THE VICINITY AND WILL BE COMPATIBLE WITH THE PHYSICAL DESIGN ASPECTS, LAND USE INTENSITIES, AND DWELLING UNIT DENSITIES OF THE NEIGHBORHOOD.

The proposed single family residence with attached garage will complement and harmonize with the existing and proposed land uses in the vicinity and will be compatible with the physical design aspects, land use intensities, and dwelling unit densities of the neighborhood in the vicinity, in that the proposed structure is two stories, in a mixed neighborhood of one and two story homes and the proposed single family residence with attached garage is consistent with the land use intensity and density of the neighborhood.

**6. THE PROPOSED DEVELOPMENT PROJECT IS CONSISTENT WITH THE DESIGN STANDARDS AND GUIDELINES (SECTIONS 13.11.070 THROUGH 13.11.076), AND ANY OTHER APPLICABLE REQUIREMENTS OF THIS CHAPTER.**

The proposed development **is** consistent with the Design Standards of the County Code in that the proposed single family residence with attached garage will be of an appropriate scale and type **of** design that will enhance the aesthetic qualities of the surrounding **properties** and will not reduce or visually impact available open space in the surrounding **area**.

## CONDITIONS OF APPROVAL

Exhibit A: Architectural plans prepared by Matson Britton Architects, dated November 7, 2003.  
Survey prepared by Ward Surveying, dated July 4, 2003.

- I. This permit authorizes the construction of a two story single family residence with attached garage. Prior to exercising any rights granted by this permit including, without limitation, any construction or site disturbance, the applicant/owner shall:
  - A. Sign, date, and return to the Planning Department one copy of the approval to indicate acceptance and agreement with the conditions thereof.
  - B. Obtain a Building Permit from the Santa Cruz County Building Official.
  - C. Obtain a Grading Permit from the Santa Cruz County Building Official (if required).
  - D. Obtain an Encroachment Permit from the Department of Public Works for all off-site work performed in the County road right-of-way.
  
- II. Prior to issuance of a Building Permit the applicant/owner shall:
  - A. Submit proof that these conditions have been recorded in the official records of the County of Santa Cruz (Office of the County Recorder).
  - B. Submit Final Architectural Plans for review and approval by the Planning Department. The final plans shall be in substantial compliance with the plans marked Exhibit "A" on file with the Planning Department. The final plans shall include the following additional information:
    1. Grading, drainage, and erosion control plans.
    2. Details showing compliance with fire department requirements.
  - C. Meet all requirements of and pay Zone 6 drainage fees to the County Department of Public Works, Drainage. Drainage fees will be assessed on the net increase in impervious area.
  - D. Meet all requirements and pay any applicable plan check fee of the Aptos/La Selva Fire Protection District.
  - E. Plans shall conform to recommendations listed in the submitted soils report and the soil engineer shall submit a letter for plan review.
  - F. Pay the current fees for Parks and Child Care mitigation for three bedrooms.

- G. Pay the current fees for Roadside and Transportation improvements for three bedrooms.
  - H. Provide required off-street parking for three cars. Parking spaces must be 8.5 feet wide by 18 feet long and must be located entirely outside vehicular rights-of way. Parking must be clearly designated **on** the plot plan.
  - I. Submit a written statement signed by an authorized representative of the school district in which the project is located confirming payment in full of all applicable developer fees and other requirements lawfully imposed by the school district.
- III. All construction shall be performed according to the approved plans for the Building Permit. Prior to final building inspection, the applicant/owner must meet the following conditions:
- A. All site improvements shown **on** the final approved Building Permit plans shall be installed.
  - B. All inspections required by the building permit shall be completed to the satisfaction of the County Building Official.
  - C. The project must comply with all recommendations **of** the approved soils reports.
  - D. Pursuant to Sections 16.40.040 and 16.42.100 of the County Code, if at any time during site preparation, excavation, or other ground disturbance associated with this development, any artifact or other evidence of an historic archaeological resource or a Native American cultural site is discovered, the responsible persons shall immediately cease and desist from all **further** site excavation and notify the Sheriff-Coroner if the discovery contains human remains, or the Planning Director if the discovery contains no human remains. The procedures established in Sections 16.40.040 and 16.42.100, shall be observed.
- IV. Operational Conditions
- A. In the event that future County inspections **of** the subject property disclose noncompliance with any Conditions of this approval or any violation **of** the County Code, the owner shall pay to the County the full cost of such County inspections, including any follow-up inspections and/or necessary enforcement actions, up to and including permit revocation.

**Minor variations to this permit which do not affect the overall concept or density may be approved by the Planning Director at the request of the applicant or staff in accordance with Chapter 18.10 of the County Code.**

Application# 03-0489  
APN: 043-094-33  
Owner: Barbara McNese

**PLEASE NOTE: THIS PERMIT EXPIRES TWO YEARS FROM THE EFFECTIVE DATE  
UNLESS YOU OBTAIN THE REQUIRED PERMITS  
AND COMMENCE CONSTRUCTION.**

Approval Date: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

\_\_\_\_\_  
Don Bussey  
Deputy Zoning Administrator

\_\_\_\_\_  
Lawrence Kasparowitz  
Project ~~Planner~~

Appeals: Any property owner, or other person aggrieved, or any other person whose interests are adversely affected by any act or determination of the Zoning Administrator, may appeal the act or determination to the Planning Commission in accordance with chapter 18.10 of the Santa Cruz County Code.

# CALIFORNIA ENVIRONMENTAL QUALITY ACT NOTICE OF EXEMPTION

The Santa Cruz County Planning Department has reviewed the project described below **and** has determined that it is exempt from the provisions of CEQA as specified in Sections 15061 - 15332 of CEQA for the reason(s) which have been specified in this document.

Application Number: 03-0489  
Assessor Parcel Number: 043-094-33  
Project Location: 350 Kingsbury Drive, Aptos

Project Description:

Person or Agency Proposing Project: Candice Phelps

Contact Phone Number: (831) 425-0544

- A. \_\_\_\_\_ The proposed activity is not a project under CEQA Guidelines Section 15378.
- B. \_\_\_\_\_ The proposed activity is not subject to CEQA as specified under CEQA Guidelines Section 15060(c).
- C. \_\_\_\_\_ Ministerial Project involving only the use of fixed standards or objective measurements without personal judgment.
- D. \_\_\_\_\_ Statutory Exemption—other than a Ministerial Project (CEQA Guidelines Section 15260 to 15285).

Specify type:

- E.   X   Categorical Exemption

Specify type: *15303 New construction of small structure.*

F. Reasons why the project is exempt:

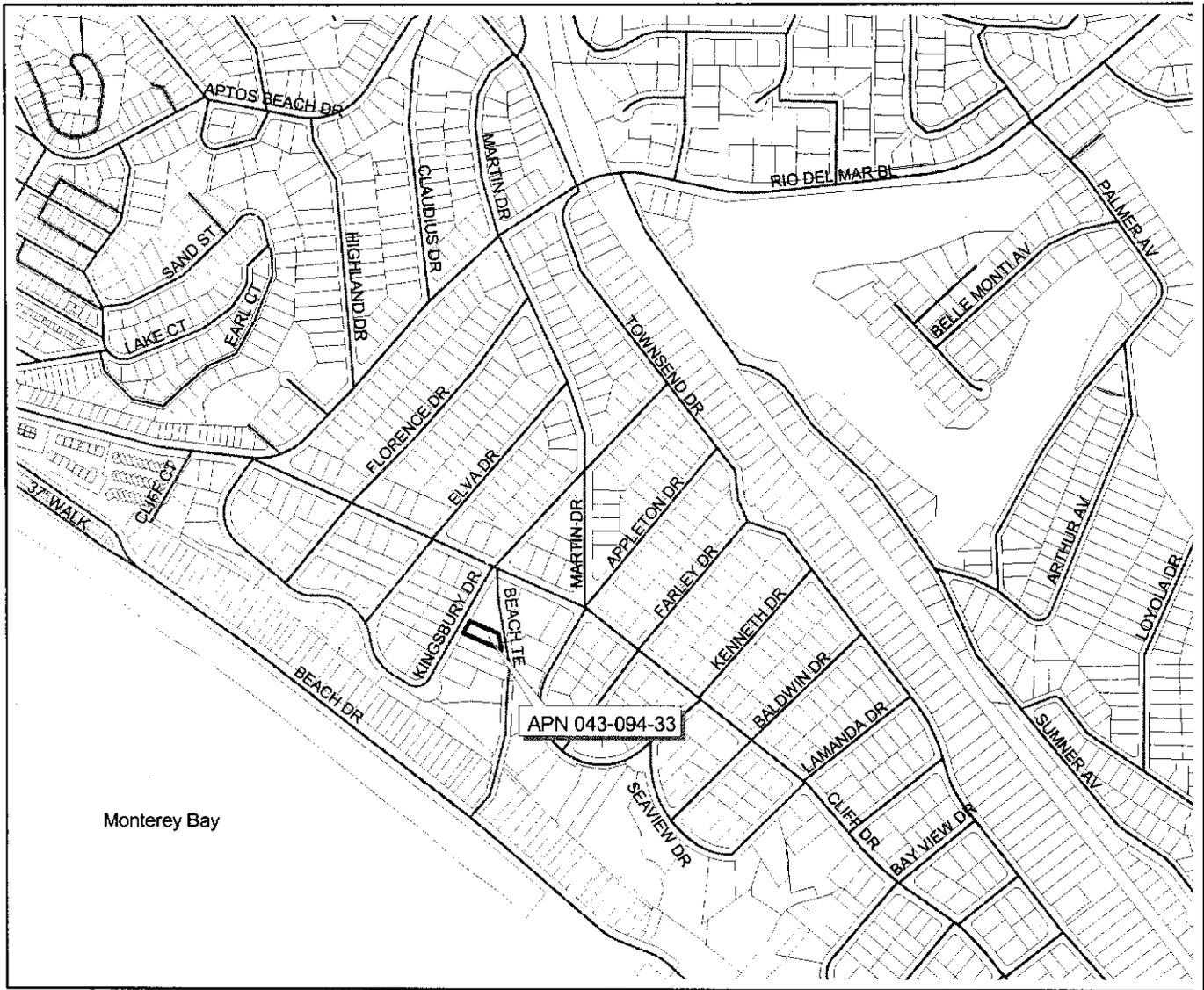
*New single-family residence in an existing neighborhood*

In addition, none of the conditions described in Section 15300.2 apply to this project.

\_\_\_\_\_  
Lawrence Kasparowitz, Project Planner

Date: \_\_\_\_\_

# Location Map



Map created by Santa Cruz County  
Planning Department:  
November 2003

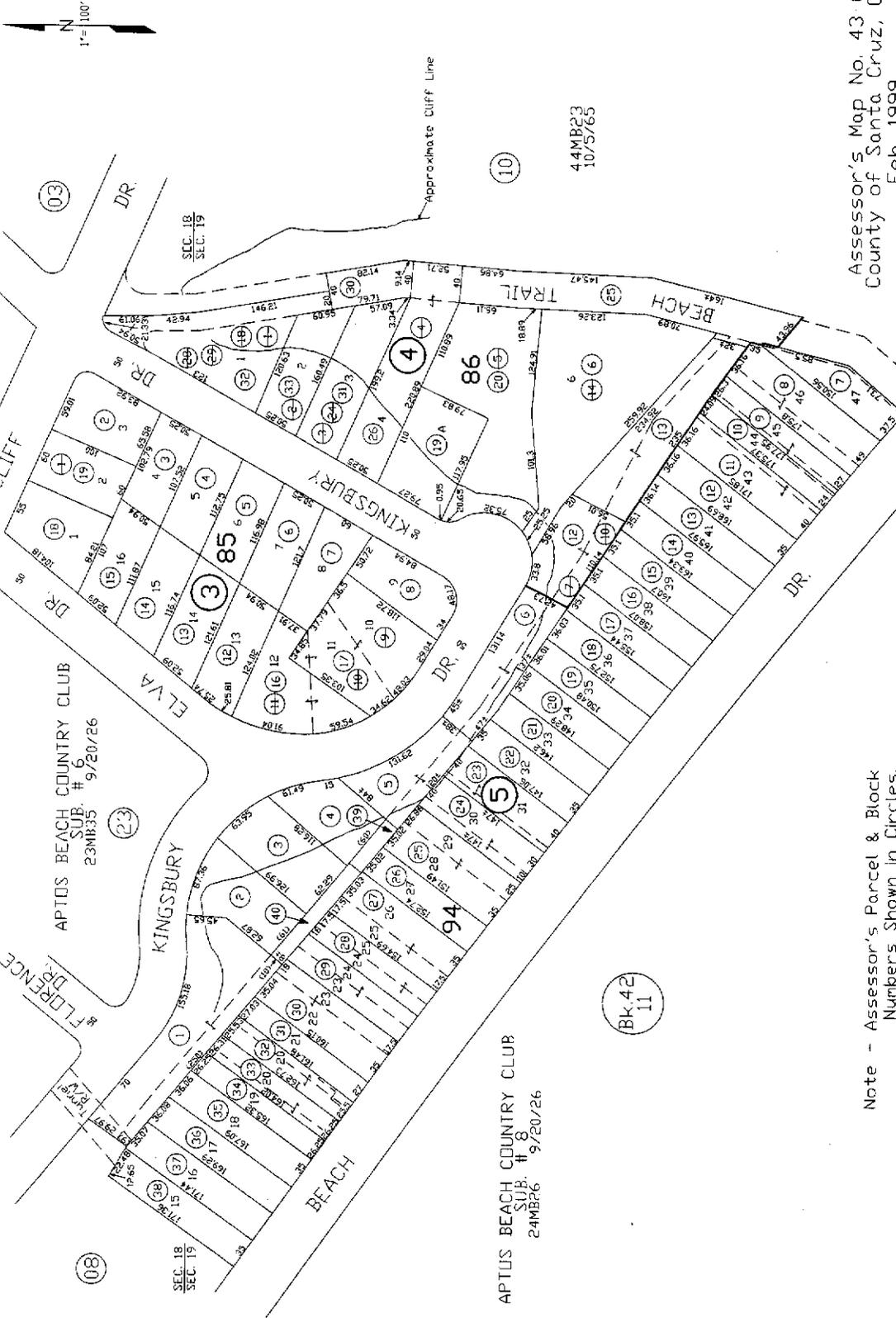


**FOR TAX PURPOSES ONLY**  
 THE ASSESSOR MAKES NO GUARANTEE AS TO MAP ACCURACY NOR ASSUMES ANY LIABILITY FOR OTHER USES. NOT TO BE REPRODUCED. ALL RIGHTS RESERVED.  
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**POR. APTOS RANCHO**  
 S.E. 1/4 SEC. 18 &  
 SEC. 19, T.11S., R.1E., M.D.B. & M.

Tax Area Code  
 69-273

43-09



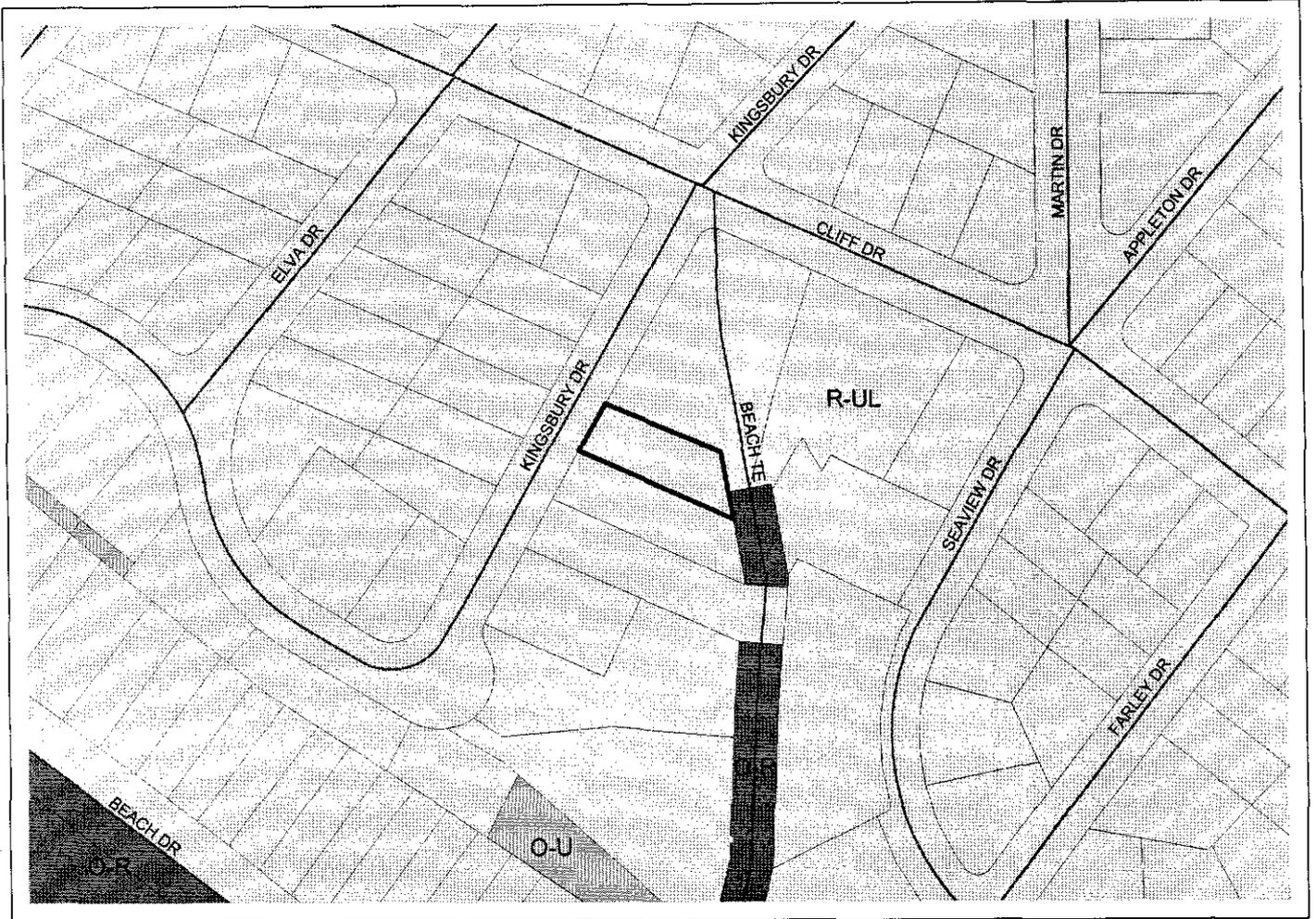
Assessor's Map No. 43-09  
 County of Santa Cruz, Calif.  
 Feb. 1999

Note - Assessor's Parcel & Block  
 Numbers Shown in Circles.

Electronically Redrawn 2/10/99 fm  
 Rev. 2/10/99 (Per. to PG 527 m)  
 Rev. 5/14/98 CB (Added BK refs)  
 Rev. 4/9/98 CB (Added BK refs)  
 Rev. 4/25/97 m (Changed page refs)  
 Rev. 12/10/92 CB (2-0068226, SP 4-28 & 33)

EXHIBIT F

# General Plan Map



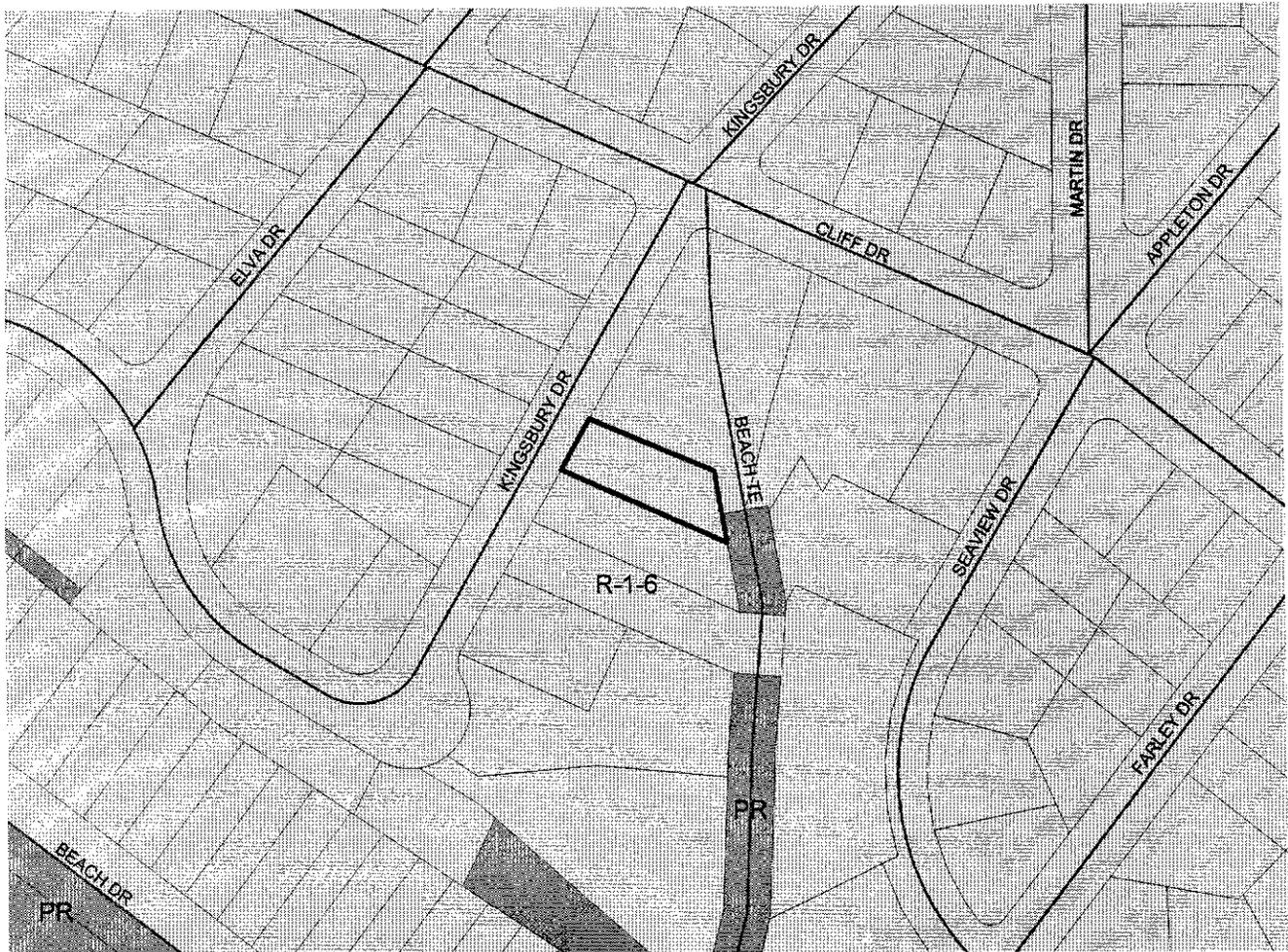
## Legend

	APN 043-094-33
	Parcel boundaries
	Streets
	Parks and Recreation
	Urban Open Space
	Residential - Urban <b>Low</b> Density



Map created by Santa Cruz County  
Planning Department:  
November 2003

# Zoning Map



500 0 500 Feet

## Legend

	APN 043-094-33
	Parcel boundaries
	Streets
	R-1-X
	PR



Map created by Santa Cruz County  
Planning Department:  
November 2003

Larry Kasparowit

**Robert L. DeWitt  
and Associates, Inc.**

Civil Engineers & Land Surveyors

1607 Ocean Street - Suite 1  
Santa Cruz, CA 95060  
Telephone 831 425-1617  
Fax Number 831 425-0224  
email ridewitt@aol.com

March 11, 2004  
Job No. R04007

Matson Britton Architects  
728 North Branciforte  
Santa Cruz, CA 95062

Attn: Candace Phelps

Re: Trousdale & McNese  
APN 043-094-33 350 Kingsbury Drive

Dear Ms. Phelps,

We have reviewed the drainage information shown on your site plan transmitted to my office on March 5, 2004, and we find that the improvements shown are in accordance with our drainage recommendations to your office.

You may submit this letter together with your site plan to the County to comply with the requirements of the Drainage Division of the Department of Public **Works**.

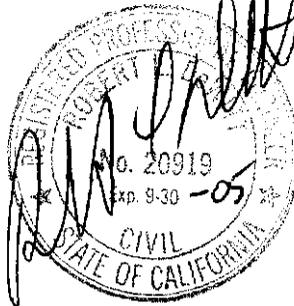
Thank you for your attention to this matter

Sincerely,  
ROBERT L. DeWITT and ASSOCIATES, INC.

by: Robert L. DeWitt, PE

RLD:klm

R04007.3-11-04





# County of Santa Cruz

## PLANNING DEPARTMENT

701 OCEAN STREET, 4<sup>TH</sup> FLOOR, SANTA CRUZ CA 950604000  
(831) 454-2580 FAX (831) 454-2131 TDD (831) 454-2123  
TOM BURNS, DIRECTOR

December 23, 2003

Candice Phelps  
728 North Branciforte Road  
Santa Cruz, CA 95062

SUBJECT: Review of Geotechnical Investigation by Haro, Kasunich and Associates.,  
Dated November, Project No.: **SC8340**  
APN: **043-094-33**, Application No.: **03-0489**

Dear Candice Phelps:

Thank you for submitting the soil engineering report and engineering geology reports for the parcel referenced above. The report was reviewed for conformance with County Guidelines for Soils/Geotechnical Reports and also for completeness regarding site-specific hazards and accompanying technical reports (e.g. geologic, hydrologic, etc.). The purpose of this letter is to inform you that the Planning Department has accepted the report and the following recommendations become permit conditions:

1. All report recommendations must be followed.
2. For project clarification purposes, the Geotechnical Engineer must determine if the bluff to the east of the home is a regulatory "Coastal Bluff." This determination should be presented in a short addendum letter that expresses the Geotechnical Engineers reasoning and opinion and any supporting documentation that is needed to support the addendum's conclusions.
3. An engineered foundation and drainage plan will be required, as part of the building permit, and the building bluff setback must be shown on the actual building plans.
4. Final plans shall reference the approved soils engineering report and state that all development shall conform to the report recommendations.
5. Prior to building permit issuance, the soil engineer must submit a brief building, grading and drainage plan review letter to Environmental Planning stating that the plans and foundation design are in general compliance with the report recommendations. If, upon plan review, the engineer requires revisions or additions, the applicant shall submit to Environmental Planning two copies of revised plans and a final plan review letter stating that the plans, as revised, conform to the report recommendations.

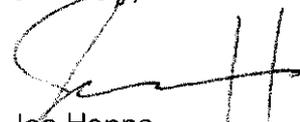
6. The soil engineer must inspect all foundation excavations and a letter of inspection must be submitted to Environmental Planning and your building inspector prior to pour of concrete.
7. The soil engineer must submit a final letter report to Environmental Planning and your building inspector regarding compliance with all technical recommendations of the soil report prior to final inspection. For all projects with engineered fills, the soil engineer must submit a final grading report (reference August 1997 County Guidelines for Soils/Geotechnical Reports) to Environmental Planning and your building inspector regarding the compliance with all technical recommendations of the soil report prior to final inspection.

The soil report acceptance is only limited to the technical adequacy of the report. Other issues, like planning, building, septic or sewer approval, etc., may **still** require resolution.

The Planning Department will check final development plans to verify project consistency with report recommendations and permit conditions prior to building permit issuance. If not already done, please submit two copies of the approved soil report at the time of building permit application for attachment to your building plans.

Please call 454-3175 if we can be of any assistance

Sincerely,



Joe Hanna  
County Geologist

Cc: Robin Bolster, Resource Planner  
Building Plan Check

## FINAL SOILS –GRADING REPORTS

Prior to final inspection clearance a final soils report must be prepared and submitted for review for all projects with engineered fills. These reports, at a minimum, must include:

### 1. Climate Conditions

Indicate the climate conditions during the grading processes and indicate any weather related delays to the operations.

### 2. Variations of Soil Conditions and/or Recommendations

Indicate the accomplished ground preparation including removal of inappropriate soils or organic materials, blending of unsuitable materials with suitable soils, and keying and benching of the site in preparation for the fills.

### 3. Ground Preparation

The extent of ground preparation and the removal of inappropriate materials, blending of soils, and keying and benching of fills.

### 4. Optimum Moisture/Maximum Density Curves

Indicate in a table the optimum moisture maximum density curves. Append the actual curves at the end of the report.

### 5. Compaction Test Data

The compaction test locations must be shown on same topographic map as the grading plan and the test values must be tabulated with indications of depth of test from the surface of final grade, moisture content of test, relative compaction, failure of tests (i.e. those less than 90% of relative compaction), and re-testing of failed tests.

### 6. Adequacy of the Site for the Intended Use

The soils engineer must re-confirm her/his determination that the site is safe for the intended use.

**INTEROFFICE MEMO**

APPLICATION NO: 03-0489

Date: March 2, 2004  
 To: Project Planner  
 From: Larry Kasparowitz, Urban Designer  
 Re: Design Review for a new single family residence at 350 Kingsbury Drive, Aptos (Barbara McNese/ owner, Candice Phelps/ applicant)

**COMPLETENESS ISSUES**

- *The outline of the house to the north should be shown to evaluate the impact of shadows.*

**GENERAL PLAN/ ZONING CODE ISSUES**

**Design Review Authority**

**13.20.130** The Coastal Zone Design Criteria are applicable to any development requiring a Coastal Zone Approval.

**Design Review Standards**

**13.20.130** Design criteria for coastal zone developments

Evaluation Criteria	Meets criteria In code ( ✓ )	Does not meet criteria ( ✓ )	Urban Designer's Evaluation
<b>Visual Compatibility</b>			
All new development shall be sited, designed and landscaped to be visually compatible and integrated with the character of surrounding neighborhoods or areas	✓		
<b>Minimum Site Disturbance</b>			
Grading, earth moving, and removal of major vegetation shall be minimized.	✓		
Developers shall be encouraged to maintain all mature trees over 6 inches in diameter except where circumstances require their removal, such as obstruction of the building site, dead or diseased trees, or nuisance species.	✓		

Special landscape features (rock outcroppings, prominent natural landforms, tree groupings) shall be retained.	✓		
<b>Ridgeline Development</b>			
Structures located near ridges shall be sited and designed not to project above the ridgeline or tree canopy at			<b>NIA</b>
Land divisions which would create parcels whose only building site would be exposed on a ridgetop shall not be permitted			<b>NIA</b>
<b>Landscaping</b>			
New or replacement vegetation shall	3		
<b>Location of development</b>			
Development shall be located, if possible, on parts of the site not visible or least visible from the public view.			<b>NIA</b>
Development shall not block views of the shoreline from scenic road turnouts, rest stops or vista points			<b>NIA</b>
<b>Site Planning</b>			
Development shall be sited and designed to fit the physical setting carefully so that its presence is subordinate to the natural character of the site, maintaining the natural features (streams, major drainage, mature trees, dominant vegetative communities)			<b>NIA</b>
Screening and landscaping suitable to the site shall be used to soften the visual impact of development in the viewshed			<b>NIA</b>
<b>Building design</b>			
Structures shall be designed to fit the topography of the site with minimal cutting, grading, or filling for construction			<b>N/A</b>
Pitched, rather than flat roofs, which are surfaced with non-reflective materials except for solar energy devices shall be encouraged			<b>NIA</b>

Natural materials and colors which blend with the vegetative cover of the site shall be used, or if the structure is located in an existing cluster of buildings, colors and materials shall repeat or harmonize with those in the cluster			N/A
<b>Large agricultural structures</b>			
The visual impact of large agricultural structures shall be minimized by locating the structure within or near an existing group of buildings			N/A
The visual impact of large agricultural structures shall be minimized by using materials and colors which blend with the building cluster or the natural vegetative cover of the site (except for greenhouses).			N/A
The visual impact of large agricultural structures shall be minimized by using landscaping to screen or soften the appearance of the structure			N/A
<b>Restoration</b>			
Feasible elimination or mitigation of unsightly, visually disruptive or degrading elements such as junk heaps, unnatural obstructions, grading scars, or structures incompatible with the area shall be included in site development			N/A
The requirement for restoration of visually blighted areas shall be in scale with the size of the proposed project			N/A
<b>Signs</b>			
Materials, scale, location and orientation of signs shall harmonize with surrounding elements			N/A
Directly lighted, brightly colored, rotating, reflective, blinking, flashing or moving signs are prohibited			N/A
Illumination of signs shall be permitted only for state and county directional and informational signs, except in designated commercial and visitor serving zone districts			N/A

<p>In the Highway 1 viewshed, except within the Davenport commercial area, only CALTRANS standard signs and public parks, or parking lot identification signs, shall be permitted to be visible from the highway. These signs shall be of natural unobtrusive materials and colors</p>			<p><b>NIA</b></p>
<p><b>Beach Viewsheds</b></p>			
<p><b>Blufftop</b> development and landscaping (e.g., decks, patios, structures, trees, shrubs, etc.) in rural areas shall be set back from the bluff edge a sufficient distance to be out of sight from the shoreline, or if infeasible, not visually intrusive</p>			<p><b>NIA</b></p>
<p>No new permanent structures on open beaches shall be allowed, except where permitted pursuant to Chapter 16.10 (Geologic Hazards) or Chapter 16.20 (Grading Regulations)</p>			<p><b>NIA</b></p>
<p>The design of permitted structures shall minimize visual intrusion, and shall incorporate materials and finishes which harmonize with the character of the <b>area</b>. Natural materials are preferred</p>	<p>✓</p>		

C O U N T Y O F S A N T A C R U Z  
D I S C R E T I O N A R Y A P P L I C A T I O N C O M M E N T S

Project Planner: Larry Kasparowitz  
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**Environmental Planning Completeness Comments**

===== REVIEW ON DECEMBER 4, 2003 BY ROBIN M BOLSTER =====  
NO COMMENT

**Environmental Planning Miscellaneous Comments**

===== REVIEW ON DECEMBER 3, 2003 BY ROBIN M BOLSTER =====

At the time of building application submittal. the following items must be addressed:

- 1) Please submit a plan review letter from the project soils engineer, which states that the final building, grading, and drainage plans are in compliance with the recommendations made in the soils report for this site.
- 2) Revise plans to depict the large tree located at the rear of the property. If the tree is to be removed, plans must show the location, size and species of the replacement tree.
- 3) A detailed erosion control plan must be submitted which indicates the location and construction details for all proposed erosion control devices (silt fences, straw wattles, berms, etc.). Erosion control devices must be selected to prevent any sediment from leaving the site during all phases of construction.

**Dpw Drainage Completeness Comments**

LATEST COMMENTS HAVE **NOT YET** BEEN SENT TO PLANNER FOR THIS AGENCY

===== REVIEW ON NOVEMBER 24, 2003 BY ALYSON B TOM ===== Application with architectural plans dated 11/7/03 has been recieved. The following comments should be addressed prior to discretionary completeness:

- 1) It appears that the proposed project will drain to the southeast to a gully which leads to the ocean. Please describe the downstream path, particularly at the base of the gully at Beach Drive. Are there existing drainage facilities that will be able to handle the added runoff from this project? Will the additional runoff from this project impact any downstream structures or other private facilities? This project may be required to retain/detain all additional runoff due to proposed impervious areas if the release of additional runoff down the gully will result in adverse impacts to downstream properties.
- 2) The drainage note provided in section 7 on sheet 1 has been reviewed. Due to the minimal side yard setbacks please describe further how runoff in the side yards will be directed so as not to impact adjacent properties.
- 3) Please describe how the proposed driveway will drain. The profile indicates a completely flat slab. Will there be a cross slope on the slab? If runoff is directed back towards Kingsbury, a non-county maintained road, an analysis of the downstream system will be required.

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EXHIBIT K

Discretionary Comments - Continued

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4) This project will be assessed Zone 6 fees based on the net increase in impervious area added.

Additional site specific details may be required during the building application stage.

For questions regarding this review Public Works storm water management staff is available from 8-12 Monday through Friday.

===== UPDATED ON DECEMBER 22, 2003 BY ALYSON B TOM ===== Application with architectural letter and revised plans dated 12/11/03 has been received. The following potential off-site issues should be addressed prior to discretionary completeness.

DPW drainage does not determine which projects they review. The Planning Department can answer questions regarding discretionary project routing. When DPW drainage does receive a discretionary application, the application is reviewed for potential off-site impacts and mitigations. These potential off-site issues are dealt with as completeness comments. Site specific issues are left until the building permit stage as miscellaneous comments.

- 1) Submit a letter from the project soils engineer stating that the proposed drainage plan with seepage pits is a feasible and safe plan. Feasibility should be based on site specific factors such as soil type, pit size and location, and overflow path. What is the expected capacity of the 3'x3'x3' pits? Confirm that this plan will not impact drainage or stability on adjacent parcels.
- 2) Describe the overflow path for the proposed seepage pits. Overflow should follow existing drainage patterns.
- 3) The detail for the seepage pit does not appear to correspond with drainage note 4 shown on sheet A.O.I. What is the total proposed excavation depth for the pits? Will installation of the pits require work off-site? If so, construction easements will be required.

Please see miscellaneous comments for issues to be addressed in the building application stage.

**Dpw Drainage Miscellaneous Comments**

LATEST COMMENTS HAVE **NOT YET** BEEN SENT TO PLANNER FOR THIS AGENCY

===== REVIEW ON NOVEMBER 24, 2003 BY ALYSON B TOM ===== See completeness comments.

===== UPDATED ON DECEMBER 22, 2003 BY ALYSON B TOM ===== The following issues can be addressed in the building application stage.

- 1) Final approval from the soils engineer will be required for the drainage plan
- 2) Analysis supporting the design of the proposed seepage pits based on site specific soils data will be required. Depending on the amount of expected overflow from the seepage pits, analysis of overflow path may also be required.

Discretionary Comments - Continued

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- 3) Maintenance agreements for the proposed seepage pits may be required.
- 4) This project will be assessed Zone 6 fees based on the net increase in impervious area.

Additional site specific details may be required during the building application stage.

All submittal of plans, calculations, reports, etc. related to this project should be made through the Planning Department.

**Dpw Driveway/Encroachment Completeness Comments**

===== REVIEW ON NOVEMBER 19, 2003 BY DEBBIE F LOCATELLI =====  
No Comment, project adjacent to a non-County maintained road.  
===== UPDATED ON NOVEMBER 19, 2003 BY DEBBIE F LOCATELLI =====

**Dpw Driveway/Encroachment Miscellaneous Comments**

===== REVIEW ON NOVEMBER 19, 2003 BY DEBBIE F LOCATELLI =====  
No comment.

**Dpw Road Engineering Completeness Comments**

===== REVIEW ON NOVEMBER 20, 2003 BY RODOLFO N RIVAS =====  
Plans with the building permit application will need to include the following information for the new driveway: The structural section, a centerline profile, and a typical cross section.

**Dpw Road Engineering Miscellaneous Comments**

===== REVIEW ON NOVEMBER 20, 2003 BY RODOLFO N RIVAS =====  
NO COMMENT

**Aptos-La Selva Beach Fire Prot Dist Completeness C**

LATEST COMMENTS HAVE **NOT YET** BEEN SENT TO PLANNER FOR THIS AGENCY

===== REVIEW ON DECEMBER 5, 2003 BY ERIN K STOW =====  
DEPARTMENT NAME: Aptos/La Selva Fire Dept. APPROVED  
A 30 foot clearance will be maintained with non-combustible vegetation around all structures or to the property line (whichever is a shorter distance). Single specimens of trees, ornamental shrubbery or similar plants used as ground covers, provided they do not form a means of rapidly transmitting fire from native growth to any structure are exempt.  
All Fire Department building requirements and fees will be addressed in the Building Permit phase.  
Plan check is based upon plans submitted to this office. Any changes or alterations shall be re-submitted for review prior to construction.

**Aptos-La Selva Beach Fire Prot Dist Miscellaneous**

Discretionary Coments - Continued

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LATEST COMMENTS HAVE NOT YET BEEN SENT TO PLANNER FOR THIS AGENCY

===== REVIEW ON DECEMBER 5, 2003 BY ERIN K SLOW =====  
NO COMMENT