



CITY OF SAN RAMON APPLICATION NOTICE

2401 CROW CANYON ROAD
SAN RAMON, CALIFORNIA 94583
WEB SITE: www.sanramon.ca.gov

November 2, 2018

Lee Rosenblatt, CBG
2633 Camino Ramon, Suite 350
San Ramon, CA 94583

**RE: San Ramon Golf Club Fencing Land Use Permit (LUP 18-500-005);
9430 Fircrest Lane**

Dear Mr. Rosenblatt;

Under the requirements of the California Government Code Section 65943, public agencies must inform applicants in writing regarding the status of their application within thirty (30) days of receipt. Accordingly, this letter is to notify you of the following:

Your application submittal on October 5, 2018 is deemed to be **INCOMPLETE**. The items on the attached page(s) must be received in this office and found complete before processing can proceed. Unless this information is received in this office by December 3, 2018, the application may be withdrawn. If you require additional time to provide the required information, please inform the project planner indicated below within thirty (30) days of receipt of this letter as to the anticipated date of submittal.

If you disagree with this determination regarding application completeness, you may appeal the decision to the Planning Commission pursuant to Section D7-9 of the City of San Ramon Zoning Ordinance. Any such appeal must be filed in writing and submitted with the required fee to the City Clerk no later than ten (10) days from the date of this action.

Please feel free to contact me directly at (925) 973-2562 to schedule a meeting or to discuss the project and/or issues identified on the following page.

Sincerely,

Cindy Yee
Senior Planner

NOTICE OF INCOMPLETE APPLICATION
LUP 18-500-005; San Ramon Golf Club Fencing Land Use Permit, 9430 Fircrest Ln.
November 2, 2018

Summary of Incomplete Items:

Staff will continue processing your application upon receipt of the revised plans and requested information responding to the staff comments contained in this letter.

Planning Services Division – Incomplete Items

1. **General Submittal Requirements**

The Land Use Permit application should be re-submitted with all submittal items identified in the City's "General Submittal Requirements".

- a. Provide an electronic copy of the project plans
- b. **Title Report** – A preliminary title report, prepared within three months prior to filing the application.
- c. **Written statement** – describe the project in detail and what the reasons are for the project including the City's potential benefits and costs.
- d. **Fence and Gate Design** – Provide fence and gate design drawings with materials, colors, and dimensions specified. The purpose of such drawings is to specify the height, bulk and appearance of proposed fence and gate.
- e. Provide additional details on the proposed emergency access gate design, including height, material, and how the gates will be accessed and by whom.
- f. Will existing fence labeled "existing fence to remain" be replaced with a new fence in current location or will not be replaced?
- g. Provide a list of all lots with addresses and the condition for each lot.

2. **Survey Information**

- a. Provide the survey map and details prepared by the licensed surveyor.

3. **General Comments:**

Due to the various shared property lines and impact to property owners, the Applicant is encouraged to coordinate with property owners on their fence proposal (including the East Bay Regional Park District and Contra Costa County) on the fence location, design, construction and timeline. While the proposed new fence may be proposed to be located solely within the golf course, impacts may result with the install of the fence.

Engineering Services Department

See attached memorandum dated October 30, 2018.

Contra Costa Mosquito & Vector Control District

See attached memorandum dated October 23, 2018.

Dublin San Ramon Services District

See attached memorandum dated October 22, 2018.



**PUBLIC WORKS
ENGINEERING SERVICES DIVISION
INTEROFFICE MEMORANDUM**

DATE: October 30, 2018

TO: Cindy Yee, Senior Planner

FROM: Roderick Wui, Associate Engineer

CC: Brian Bornstein, Division Manager
Robin Bartlett, Division Manager
Deborah Fehr, Senior Traffic Engineer

SUBJECT: San Ramon Golf Club Fencing
9430 Fircrest Lane
LUP 18-500-005
DRC Comments – Public Works

Staff has reviewed the application package for the San Ramon Golf Club Fencing project (dated October 5, 2018). Staff recommends the application be deemed incomplete, and requests the following information be provided prior to drafting project conditions of approval. Staff also provided the following preliminary comments that should be addressed.

General Comments

1. Submit an up-to-date Title Report, including copies of all easements of record.
2. Provide CAD data to verify the location of property lines and existing/proposed fencing.
3. All proposed fencing shall be located on golf course property, outside the public right-of-way.
4. For property owners that may have improvements encroached into the golf course for many, many years (Condition C) without objection from the previous owner, will there be issues with prescriptive rights?
5. The cross section for Condition C denotes a “distance shown”. Where is this provided?
6. The proposed fence at the Iron Horse Trail intersection with Alcosta Boulevard appears to block access to the landscaped trail head.

7. The proposed fence appears to be located within the Federal Emergency Management Agency's (FEMA's) 100-year floodplain. Development within the floodplain areas shall be in accordance with the City's floodplain ordinance and FEMA's requirements.
8. Explain the purpose of the proposed emergency exit access gate. Is this for the general public or for emergency services? Will there be a lock?
9. Provide recorded documents of the existing storm drain and pathway access easements. Explain how these easements will not be impaired by the proposed fence.
10. How do customers access the gates off public roads (i.e. Fircrest Lane, Olympia Fields Drive, Broadmoor Drive, Belle Meade Drive, Thunderbird Drive/Place, Pine Valley Road, Blue Mound Drive) without blocking traffic? Are they left open during operating hours?
11. Verify that the proposed fence will not block site visibility.
12. The proposed fence may require additional permits from Contra Costa County and East Bay Regional Parks District.
13. The proposed fence appears to cross a creek channel. Provide a detail of how this will work without impeding drainage.
14. Verify that existing wetlands are not affected by the proposed fence.
15. Please provide a plan for signs and markings at all proposed gate locations crossing Iron Horse Trail (i.e STOP or YIELD to PEDESTRIANS and BICYCLISTS signs).
16. Specify gate operation and times of operation at locations where golf cart path crosses city roadways. Would patrons on carts have to park and wait on the street or sidewalk to access the gates?
17. Is there an intent to permanently remove driveway access to the parking lot at Olympia Fields as a result of the new fencing? If so, the City may require restoring the sidewalk at this location.

**CITY OF SAN RAMON
REQUEST FOR COMMENTS**

DRC Meeting Date: No Meeting
Project Name: San Ramon Golf Club Fencing
File Number(s): LUP 18-500-005

<u>Growth Management Plan—Measure “J” Compliance:</u> In accordance with the City’s General Plan Growth Management Program, the Review Authority must find that upon approval of the project that it complies with each of the following identified performance standards for full urban services as outlined in the General Plan Growth Management Element. Please review the Performance Standards that are your agency’s responsibility and confirm compliance or identify conditions of approval to ensure compliance.	Does Not Meet	Meets
<u>Community Centers – Responsibility San Ramon Parks and Comm. Services</u> Performance Standard: The proposed project will not result in new Community Center demand that will change service levels or alter current standard to provide a minimum ratio of 1.2 square feet of Community Center space per 1,000 residents at General Plan build-out.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Fire - Responsibility SRVFPD</u> Performance Standard: Prior to project approval, require written verification from the District that a 5-minute total response time can be maintained for 90 percent of emergency calls in urban and suburban areas and/or that there will be a fire station within 1.5 miles of all development.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Flood Control - Responsibility San Ramon Engineering Services</u> Performance Standard: Prior to project approval, applicants shall obtain written verification from the San Ramon Engineering Services Department stating that the new development will provide adequate storm drain facilities to accommodate 25-year storm events, or other at the discretion of the City Engineer. Runoff from the development shall not increase the 100-year peak flow in the City’s flood control channels and shall be substantially equal to pre-development conditions	<input type="checkbox"/>	<input type="checkbox"/>
<u>Libraries - Responsibility San Ramon Parks and Comm. Services</u> Performance Standard: The proposed project will not result in new library demand that will change service levels to alter current Standard to provide a minimum ratio of 0.5 square feet of library space per capita and 3 volumes per capita at General Plan build-out.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Parks - Responsibility San Ramon Parks and Comm. Services</u> Performance Standard: Require new development projects to contribute their fair-share to meet park demand based on the City Subdivision Ordinance, Quimby Act and City park dedication requirements, to achieve a ratio of 6.5 acres of Public Park per 1,000 residents, with a goal to have park and recreation facilities within one-half mile of all residences at General Plan build-out.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Police - Responsibility San Ramon Police Services</u> Performance Standard: Prior to project approval, require written verification from the San Ramon Police Department that a 3-5 minute response time for emergency calls and a 20-minute response for all other calls can be maintained 95 percent of the time.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Sanitation Facilities - Responsibility CCCSD or DSRSD</u> Performance Standard: Prior to project approval, require written verification from the approved service provider that adequate sanitation facilities and services will be available to serve the project	<input type="checkbox"/>	<input type="checkbox"/>
<u>Schools - Responsibility SRIUSD</u> Performance Standard: Require new development to provide necessary land, finding and/or capital facilities for the school system, as determined by the San Ramon Valley Unified School District and applicable State law.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Water - Responsibility DSRSD or EBMUD</u> Performance Standard: Prior to project approval, require written verification from the approved service provider that adequate water quality, quantity, and distribution will be available to serve the project.	<input type="checkbox"/>	<input type="checkbox"/>

I have included comments on the next page.

If you have no comments on this project on behalf of your organization and acknowledge that the proposed project complies with the performance standards as required by Measure J, please sign below and return it to the attention of the project planner indicated on Page1 of this Request for Comments form.

Contra Costa Mosquito
& Vector Control District
Agency

Jeremy Shannon
Representative

10/23/2018
Date

**CITY OF SAN RAMON
REQUEST FOR COMMENTS**

DRC Meeting Date: No Meeting
Project Name: San Ramon Golf Club Fencing
File Number(s): LUP 18-500-005

Comments

Several known vector breeding sites on which the District performs surveillance and control work exist within the boundaries of the proposed fenced area. Species found in this area include the primary vectors for West Nile virus and other vector borne diseases. Ready access to these sites is critical to continue our surveillance and control efforts in order to reduce the risk of vector borne disease transmission to citizens in the area. Ensure District staff members have unfettered entry through any fences or gates for surveillance and control work.

A series of horizontal lines provided for additional comments.



PROJECT APPROVAL CONDITIONS

TO: Planning Services Division, San Ramon **DATE:** October 22, 2018
Attn: Cindy Yee, Senior Planner

FROM: Dublin San Ramon Services District
Reviewed by: Stanley Kolodzie, Associate Engineer

SUBJECT: LUP 18-500-005 San Ramon Golf Club Fencing
9430 Fircrest Lane, San Ramon

Listed below are standard conditions of approval to be included when approval of the above-mentioned project is being considered. Only the standard conditions that are checked should be incorporated into the final conditions of approval; any special conditions are listed under the "Special Conditions" subheading that follow the standard conditions of approval should also be included.

Standard Conditions

1. Prior to issuance of any building permit, complete improvement plans shall be submitted to DSRSD that conform to the requirements of the Dublin San Ramon Services District Code, the DSRSD "Standard Procedures, Specifications and Drawings for Design and Installation of Water and Wastewater Facilities" all applicable DSRSD Master Plans and all DSRSD policies.
2. All mains shall be sized to provide sufficient capacity to accommodate future flow demands in addition to each development project's demand. Layout and sizing of mains shall be in conformance with DSRSD utility master planning.
3. Sewers shall be designed to operate by gravity flow to DSRSD's existing sanitary sewer system. Pumping of sewage is discouraged and may only be allowed under extreme circumstances following a case by case review with DSRSD staff. Any pumping station will require specific review and approval by DSRSD of preliminary design reports, design criteria, and final plans and specifications. The DSRSD reserves the right to require payment of present worth 20 year maintenance costs as well as other conditions within a separate agreement with the applicant for any project that requires a pumping station.
4. DSRSD policy requires public sewer lines to be located in public streets rather than in off-street locations to the fullest extent possible. If unavoidable, then public sewer easements must be established over the alignment of each public sewer in an off-street or private street location to provide access for future maintenance and/or replacement.

5. Prior to approval of a grading permit or a site development permit, the locations and widths of all proposed easement dedications for sewer lines shall be submitted to and approved by DSRSD.
6. All easement dedications for DSRSD facilities shall be by separate instrument offered to DSRSD or by offer of dedication on the Final Map.
7. Prior to approval for recordation, the Final Map shall be submitted to DSRSD for approval of easement locations, widths, and restrictions.
8. Prior to the issuance of any building permit, all utility connection fees, plan checking fees, inspection fees, permit fees and fees associated with a wastewater discharge permit shall be paid to DSRSD in accordance with the rates and schedules established in the DSRSD's code.
9. All improvement plans for DSRSD facilities shall be signed by the District Engineer prior to issuance of any building permit. Each drawing of improvement plans shall contain a signature block for the District Engineer indicating approval of the sanitary sewer facilities shown. Prior to approval by the District Engineer, the applicant shall pay all required DSRSD fees, and provide an engineer's estimate of construction costs for the sewerage system, a performance bond, a one-year maintenance bond, and a comprehensive general liability insurance policy in the amounts and forms that are acceptable to DSRSD. The applicant shall allow at least 15 working days for final improvement drawing review by DSRSD before signature by the District Engineer.
10. No sewerline construction shall be permitted unless the proper utility construction permit has been issued by DSRSD. A construction permit will only be issued after all of the items in Condition No. 8 have been satisfied.
11. The applicant shall hold DSRSD, its Board of Directors, commissions, employees, and agents of DSRSD harmless and indemnify the same from any litigation, claims, or fines resulting from completion of the project.

Special Conditions

Plans must be submitted that show the fencing to be built and the existing sewer mains and sewer main easements. Per Condition 4 above, the property owner/applicant shall provide DSRSD access to DSRSD sanitary sewer lines at all times for operations, maintenance and repairs. Existing easements for DSRSD sewer mains will be enforced. Fencing may not limit access to DSRSD's existing wastewater system. Fencing that limit's DSRSD's access shall be removed at property owner's/applicant's expense. Maintenance of sewer mains is a public health issue.

Thank you for the opportunity to comment. Should you have any questions concerning the above, please contact Ryan Pendergraft at (925) 875-2242.