



**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

January 10, 2025

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 in the attached document, Attachment A, a list of items that were identified in the project incompleteness letter dated September 13, 2024, but were not addressed in the application resubmission on December 12, 2024.

Pursuant to California Government Code Section 65941.1(d)(1) and 65941.1(d)(2), the City has determined that the application for the development project is not complete because the specific information needed (as listed above) to complete the application has not been submitted within 90 days of receiving the City's written identification of the necessary information. Since this information has not been submitted within the 90-day period, the preliminary application pursuant to Government Code Section 65941.1 has expired and has no further force or effect.

Pursuant to California Government Code Section 65943(c) and Cupertino Municipal Code Section 19.12.040(F), the applicant may appeal this decision in writing to the Planning Commission, at which time a final written determination by the City on the appeal is due no later than 60 calendar days after receipt of the applicant's written appeal. (California Government Code Section 65943(c))

Sincerely,

/s/

Emi Sugiyama

Associate Planner

City of Cupertino

Attachments: A – Table of Incomplete Items