



May 21th, 2026

Sebastopol Planning Staff
7120 Bodega Avenue,
Sebastopol, CA 95472

VIA EMAIL: jjay@cityofsebastopol.com, jriley@cityofsebastopol.com, vhenkel@cityofsebastopol.com

Re: Responses to Notice of Incomplete Application Status for File 2025-067, 8100 Valentine Ave Major Subdivision Tentative Map, Design Review, State Density Bonus, Tree Removals

Dear City of Sebastopol Planning Staff,

Grupe has reviewed the letter dated 5-14-26 regarding the applications incompleteness determination. Below is a list of each incompleteness items with responses as to how the updated project material attached to this letter has satisfied the incomplete items.

Items addressed in the updated 5-21-26 resubmittal:

- Planning Department 1 – Concession/Incentive and Waiver:
 - The intent of the concession/waiver is correct, however for simplicity we have modified the concession to include all onsite heritage trees. In other word's any onsite heritage tree will be included in the concession with the intent of eliminating the applicability of the tree ordinance. Furthermore, the applicant will use best efforts to retain the heritage trees that do not directly conflict with the site plan, those trees are the same trees called out in the original submittal. This means the applicant will still be attempting to retain 11 of the 19 heritage trees called out in the arborist report.
- Planning Department 2 – Architectural Design:
 - The updated renderings are included in this resubmittal, and the architectural styles are now in alignment. To be specific, there are two architectural styles but 3 housing designs to choose from.
- Planning Department 3 – Traffic Study:
 - We have not included a traffic study in our resubmittal for application completeness purposes under the Permit Streamlining Act and the Housing Accountability Act. As you know, in the City's first notice of incomplete application dated January 22, 2026, the City did not specifically require a traffic study as a deliverable for purposes of application completeness. State law prevents a city from requesting items that were not included in its initial incompleteness letter, which must list a "thorough description



of the specific information needed to complete the application.” (Gov’t Code section 65943.) Therefore, it is inappropriate for the City to now require a traffic study for completeness purposes when it was not previously specifically requested. That being said, after the application is deemed complete, the applicant understands that the City must still comply with CEQA and may request information necessary to determine the appropriate scope of environmental review of the proposed project. (See Gov’t Code section 65944(c).) We request that the City find the application complete with this submittal, and the applicant desires to thereafter cooperate with the City to discharge its responsibilities as lead agency under CEQA.

- Public Works & Engineering 1:
 - The updated water supply study is provided within this resubmittal.
- Public Works & Engineering 2:
 - The updated fire flow study is provided within this resubmittal.
- Public Works & Engineering 3:
 - The updated sewer quantity study is provided within this resubmittal.

Please feel free to contact me if you have any questions at 209-914-8012, or via email at rtoste@grupe.com

Sincerely,

Rob Toste, Senior Project Manager