

Memo



To: Norine Allerdice, CST
Madelyn Nelson, Assistant Planner

From: Paul Ollestad

Date: 4/30/2026

Re: ADU26-004 and CA026-011 Associated with Permit #: 2510-099

Hi Norine, Madelyn;

Please accept the following submittal in response to letter of Incomplete items for both permits identified above received via email 4/24/26.

Both letters include Items 1–4. CA026-011 includes an additional Item 5, which requests a Disclosure and Notice on Title.

With respect to Item 5, we propose that this requirement be made a condition of permit issuance rather than a submittal requirement during the review phase. We are acting as the owner's agent for the demolition of the existing residence and construction of a new single-family home and would be the party coordinating compliance with this requirement.

The property owner would prefer to avoid placing a condition on the title in the event the permit does not move forward. We will coordinate and satisfy this requirement, as needed, prior to permit issuance.

Additionally, the critical area designation (seismic hazard area) is clearly delineated on the City's GIS mapping and is already identifiable during permit review. This condition has also been addressed in previously submitted materials. As such, the requested title notice would not provide additional review visibility beyond what is available through the City's mapping system and prior submittals.

Please let us know if this approach is acceptable.

This submittal address both permits as both are requesting the same information.

Included are:

1. Response letter addressing Incomplete item
2. Affidavit of Agent Authorization
3. Resubmittal of Title acknowledging current ownership of property
4. Added plan sheet delineated ADU area of the proposed residence.

If additional information is needed, please let us know.

Paul Ollestad
Paul@jaymarchomes.com
425-417-5849