

Exhibit A

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DRAFT RESOLUTION

Before the Planning Commission in and for the County of Monterey, State of California

In the matter of the application of:

Chun-Tao Ma & Ning Zhang TRS (PLN220352)

RESOLUTION NO. ---

Resolution by the Monterey County Planning
Commission:

- 1) Finding the project exempt from CEQA pursuant to Section 15301, Existing Structures, of the CEQA Guidelines and there are no exceptions pursuant to Section 15300.2; and
- 2) Approving an Administrative Permit to allow the transient use of a residential property for remuneration at 26132 Carmel Knolls Drive, Carmel Valley.

[Ma Chun-Tao & Ning Zhang TRS, 26132 Carmel Knolls Drive, Carmel, Carmel Valley Master Plan, (Assessor's Parcel Number 015-293-010-000)]

The Chun-Tao Ma & Ning Zhang TRS application (PLN220352) came before the Monterey Planning Commission on February 28, 2024 and March 27, 2024. Having considered all the written and documentary evidence, the administrative record, the staff report, oral testimony, and other evidence presented, the Planning Commission finds and decides as follows:

FINDINGS

1. **FINDING:** **CONSISTENCY / SITE SUITABILITY** - The Project, as conditioned, is consistent with the applicable plans and policies which designate this area as appropriate for transient use for remuneration.
EVIDENCE:
 - a) During the course of review of this application, the project has been reviewed for consistency with the text, policies, and regulations in:
 - The 2010 Monterey County General Plan;
 - Carmel Valley Master Plan; and the
 - Monterey County Zoning Ordinance (Title 21).No conflicts were found to exist. The County received communications from interested members of the public during project review indicating inconsistencies; however, the County finds that the project is consistent with the text, policies, and regulations in the applicable documents.
 - b) Allowed Uses. The property is located at 26132 Carmel Knolls Drive, Carmel, (Assessor's Parcel Number 015-293-010-000), Carmel Valley Master Plan area. The parcel is zoned Low Density Residential with a density of 1 unit per acre, Design Control, Site Plan and Residential Allocation Zoning overlay districts (LDR/1-D-

S-RAZ) which allows for transient use of an existing residential property (single-family dwelling) for remuneration subject to an Administrative Permit. The regulations of the “D”, “S” and “RAZ” overlays do not apply to this project since there is no additional development being proposed. Therefore, the project is an allowed land use for this site.

- c) Lot Legality. The property is shown in its current size and configuration as Parcel 1 on the map filed in Volume 2 of Parcel Maps, page 26 showing the Parcel Map of 1.29 Acre Parcel in Lot 2, Hatton Partition of Rancho Canada De La Segunda. Therefore, the County recognizes the property as a legal lot of record.
- d) Site Inspection. Staff conducted a site visit to the subject property on February 19, 2024 to verify that the project on the subject parcel conforms to the plans listed above.
- e) Suitability. The project has been reviewed for site suitability by the following departments and agencies: HCD-Planning, Cypress Fire Protection District, HCD-Engineering Services, HCD-Environmental Services and Environmental Health Bureau. There has been no indication from these departments/agencies that the site is not suitable for the proposed project. Conditions recommended have been incorporated.
- f) The applicant has applied for an Administrative Permit to allow transient use of the subject residential property and the project has been conditioned to comply with the requirements found in Monterey County Code (MCC) Section 21.64.280.D.2 pertaining to the minimum rental period(s), on-site advertising, payment of transient occupancy taxes (TOT), designation of a local contact person and limitation on the total number of occupants. As detailed in the attached Operations Plan, the rental periods for the subject property shall be no less than a 7-night consecutive stay and no greater than a 30-night consecutive stay, no on-site advertising shall be allowed, and the total occupancy shall not exceed 7 guests.
- g) Pursuant to MCC Section 21.64.280.D.2.b, the number of occupants in any residential unit for transient use shall not exceed the limits set forth in the California Uniform Housing Code. Under the Uniform Housing Code, each bedroom shall have a minimum of 70 square feet for the first 2 people and 50 square feet for each additional person beyond 2 people in that bedroom. The house has 3 bedrooms, 2 bathrooms and 1 kitchen. The owner is proposing a maximum of 7 people to stay at the property at a time. The main bedroom has an area of 188 square feet that can support 3 individuals, the second bedroom is 140 square feet, and the last bedroom is 124 feet; both bedrooms can support 2 individuals each. Therefore, the number of occupants is consistent with the MCC section 21.64.280.D.2.b.
- h) Consistent with MCC Section 21.64.280.D.2.c, the applicant has included in their Operations Plan that signage advertising the single-family dwelling as a “short-term rental” shall not be permitted onsite at any time.
- i) The owner (Chun-Tao Ma) does not reside on the property, or within 25 miles of it. The single family dwelling is not currently being rented, therefore, there is not currently a property manager. Pursuant

to MCC Section 21.64.280.D.2.d, the attached Operations Plan indicates prior to operation of the rental a local property manager will be hired and be the 24-hour point of contact for all guests. If the point of contact changes while the property is still available to rent, HCD-Planning shall be provided with the new 24-hour point of contact's information immediately (see Condition No. 6).

- j) Parking. Adequate parking spaces will be provided: 5 total spaces are available; 2 cars may park in the garage and 3 may park in the private driveway, directly in front of the garage. No off-site parking is proposed.
- k) Conditions of Approval. Pursuant to MCC Section 21.64.280, the County may apply conditions of approval to ensure use of a single-family dwelling for transient use does not result in adverse impacts to the neighborhood and to maintain integrity of the zoning district. To protect the public, health, welfare, as well as the residential character of the neighborhood, additional conditions have been applied to expressly prohibit events on the property. A Deed Restriction has been applied to ensure all the applicable conditions run with the land (Condition No. 4). Additionally, a condition has been added that this permit will expire 3 years from the day it was granted (Condition No. 8). The applicant could apply to extend the permit before its expiration. That permit would be subject to the rules in place at the time the extension is considered. The purpose of the expiration date is to provide for review of the approved use to ensure that it remains compliant with the terms of this permit and that such use is not detrimental to the neighborhood.
- l) Land Use Advisory. This project was referred to the Carmel Valley LUAC for review. On September 18, 2023, the Carmel Valley LUAC reviewed this project and unanimously recommended denial of the project as proposed by a vote of 4-0. Their reasons for denial included uncertainty if a driveway easement exists for the shared driveway, traffic and safety hazards and the entry from Carmel Valley Road being unsafe. Staff's research found a road access easement described on the grant deed for the subject property. This easement is shown on the Parcel Map in Volume 2, Page 26 as a 20 foot strip of land lying across Parcel 2 (26142 Carmel Knolls Drive). Staff did not find any record of a road maintenance agreement associated with this easement. Pursuant to section 16.80.040.D.5 of the MCC, the Chief of Planning determined the operation of a short term rental at this property would not result in an intensification of the use of the private road; therefore, the establishment of a private road maintenance agreement is not required. Regarding traffic and safety hazards, the property is located at the very beginning of Carmel Knolls Road and would not impact traffic within the subdivision. Staff conducted a site visit and did not observe any obvious safety hazards on or near the property. Access from Carmel Valley Road onto Carmel Knolls Road includes a four way stoplight with a protected left hand turn for people travelling from Highway 1 towards Carmel Valley. Staff did not find this intersection to be unsafe during the site visit.

- m) Public Comment. Staff received multiple letters of opposition from neighbors and residents of the Carmel Knolls subdivision related to traffic concerns of the area, site suitability and neighborhood character as well previous experience with illegal short term rentals in the neighborhood. Similar comments were made at the LUAC meeting on September 18, 2023.

Public members described access into the subdivision as a complicated, steep, curvy street with no sidewalks. It was stated in multiple letters that the residents of this neighborhood are known to walk in the street which can be hazardous due to the conditions of the road. Public members are concerned that transient residents will not be expecting people to walk on the road, which may cause accidents. County of Monterey HCD-Engineering Services has reviewed the proposed project and the nearby roadways and determined that the road is suitable for this use.

Relative to the existing neighborhood character, one letter refers to the Carmel Knolls subdivision as a small area defined by its long term residents. Public members do not want transient tenants introduced as they believe it could be a safety and security issue. A few of the letters mention the nearby schools and stated a short term rental in the neighborhood could pose a danger to children who live nearby. One neighbor mentioned he would prefer more families with children using the streets and schools than have tourists visit for a few days. Carmel Knolls is a 100+ unit subdivision, and the proposed short term rental is the first driveway entrance after turning onto Carmel Knolls Dr. Therefore, future renters of 26132 Carmel Knolls Drive will not need to drive deep into the subdivision to access the rental unit. The property is zoned for Low Density Residential which allows the transient use of a single family dwelling for remuneration in all zoning districts which allow residential use pursuant to an administrative permit (MCC section 21.64.280.D.1.a. Therefore, the renting of the property is an allowed use pursuant to the approval of this administrative permit.

One neighbor described their experience with a previous short term rental in the neighborhood. It was unpermitted and was ultimately shut down due to its non-compliance with the County's policies and regulations. The proposed rental at 26132 Carmel Knolls Dr. has gone through the County's review process, and the operations plan is found to be in compliance with the County's policies and regulations. Regarding HCD's ability to enforce the operations plan, HCD Code Compliance can enforce the terms and conditions of this permit. The property is subject to Monterey County's Noise Ordinance (Chapter 10.60), which prohibits loud or unreasonable noise between the hours of 9:00PM and 7:00AM. Short-term rentals are not exempt from this ordinance. If a complaint is filed with the County Code Compliance department following the issuance of this Administrative Permit relating to a violation of the Operations Plan or Conditions of Approval, the County would investigate the claim.

- n) The application, plans and supporting materials submitted by the project applicant to Monterey County HCD-Planning for the proposed project are found in Project File PLN220352.

2. FINDING: **HEALTH AND SAFETY** - The establishment, maintenance, or operation of the project applied for will not under the circumstances of this particular case be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood of such proposed use or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the County.

- EVIDENCE:**
- a) The project was reviewed by HCD-Planning, the Cypress Fire Protection District, HCD-Engineering Services, HCD-Environmental Services and the Environmental Health Bureau. The respective agencies have recommended conditions, where appropriate, to ensure that the project will not have an adverse effect on the health, safety, and welfare of persons either residing or working in the neighborhood.
 - b) Water for the property is, and will continue to be, provided by California American Water.
 - c) The property has a verified connection to the Carmel Area Wastewater District, demonstrating sewer utilities at the 26132 Carmel Knolls Drive property.
 - d) The property currently receives solid waste and recycling services from Waste Management and will continue to do so even when the property is being used as a short term rental.
 - e) This project was reviewed by the Cypress Fire Protection District and was found to be safe and suitable for the proposed use.
 - f) Concerns have been raised regarding impacts of short-term rentals on neighborhood character and the quiet enjoyment of residential properties in the vicinity of a short-term rental. With the proper implementation of the proposed operations plan and as conditioned in this permit, potential neighborhood impacts of the proposed short-term rental will be avoided.
 - g) The application, plans and supporting materials submitted by the project applicant to Monterey County HCD-Planning for the proposed project are found in Project File PLN220352.

3. FINDING: **NO VIOLATIONS** - The subject property is in compliance with all rules and regulations pertaining to zoning uses, subdivision, and any other applicable provisions of the County's zoning ordinance. No violations exist on the property.

- EVIDENCE:**
- a) Staff reviewed Monterey County HCD-Planning and HCD-Building Services records and is not aware of any violations existing on subject property.
 - b) Staff reviewed aerial imagery (Google Maps & Monterey County GIS) and did not identify any violations on the property.
 - c) No public comments were received that indicated a violation exists on the property.

- d) The application, plans and supporting materials submitted by the project applicant to Monterey County HCD-Planning for the proposed project are found in Project File PLN220352.

4. FINDING: **CEQA (Exempt)** - The project is categorically exempt from environmental review and no unusual circumstances were identified to exist for the proposed project.

- EVIDENCE:**
- a) California Environmental Quality Act (CEQA) Guidelines Section 15301, categorically exempts operation of existing private structures, involving negligible or no expansion of an existing use.
 - b) The applicant proposes to use (operate) an existing residential single-family dwelling for transient use for remuneration and does not propose any additional development and/or expansion of the existing structure, no physical changes to the environment will occur. All facilities are existing and have been confirmed by other agencies to be adequate for this use. Limiting the number of occupants for the transient use and the duration and frequency of the use will not intensify the existing use of the property. Potential social and economic impacts of short-term rentals are not required to be addressed in CEQA. Therefore, the proposed use is consistent with the CEQA Guidelines Section 15301.
 - c) None of the exceptions under CEQA Guidelines Section 15300.2 apply to this project. The project does not involve a designated historical resource, a hazardous waste site, development located near or within view of a scenic highway, unusual circumstances that would result in a significant effect or development that would result in a cumulative significant impact. The project will not impact sensitive environmental resources and there will be no significant effect on the environment due to unusual circumstances. The site is not included on any list compiled pursuant to Section 65962.5 of the Government Code to be considered on a hazardous waste site. Potential impacts of short-term rentals on long-term housing are not a unique circumstance that would disqualify the use of a categorical exemption. There are currently 5,033 residential dwellings in Carmel Valley Master Plan area and 30 short-term rental applications in this same area on file with the County of Monterey. Eight of these applications have been approved, 22 are in different stages of the planning review process. If all these applications were to be approved, short-term rentals would make up 0.6% of the residences in Carmel Valley. Given the limited number of short-term rentals, the application of regulations that address cumulative concerns, and the negligible effects of short-term use compared to long-term occupancy of residential structures, exceptions to categorical exemptions due to potential cumulative considerations are not warranted.
 - d) The application, project plans, and related support materials submitted by the project applicant to Monterey County HCD-Planning for the proposed project found in Project File PLN220352.

5. FINDING: **APPEALABILITY** - The decision on this project may be appealed to the Board of Supervisors.

EVIDENCE: Section 21.80.040.A of the Monterey County Zoning Ordinance (Board of Supervisors).

DECISION

NOW, THEREFORE, based on the above findings and evidence, the Planning Commission does hereby:

- A. Find the project qualifies for an exemption from CEQA per Section 15301, Existing Structures, of the CEQA Guidelines and there are no exceptions pursuant to Section 15300.2; and
- B. Approve an Administrative Permit to allow the transient use of a residential property for remuneration at 26132 Carmel Knolls Drive, Carmel Valley.

PASSED AND ADOPTED this 27th day of March, 2024, upon motion of _____, seconded by _____, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Melanie Beretti, AICP
Planning Commission Secretary

COPY OF THIS DECISION MAILED TO APPLICANT ON _____

THIS APPLICATION IS APPEALABLE TO THE BOARD OF SUPERVISORS.

IF ANYONE WISHES TO APPEAL THIS DECISION, AN APPEAL FORM MUST BE COMPLETED AND SUBMITTED TO THE CLERK OF THE BOARD ALONG WITH THE APPROPRIATE FILING FEE ON OR BEFORE _____.

This decision, if this is the final administrative decision, is subject to judicial review pursuant to California Code of Civil Procedure Sections 1094.5 and 1094.6. Any Petition for Writ of Mandate must be filed with the Court no later than the 90th day following the date on which this decision becomes final.

County of Monterey HCD Planning

DRAFT Conditions of Approval/Implementation Plan/Mitigation Monitoring and Reporting Plan

PLN220352

1. PD001 - SPECIFIC USES ONLY

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: This administrative permit (PLN220352) allows the transient use of residential property for remuneration (Short Term Rental). The property is located at 26132 Carmel Knolls Drive, Carmel (Assessor's Parcel Number 015-293-010-000), Carmel Valley Master Plan. This permit was approved in accordance with County ordinances and land use regulations subject to the terms and conditions described in the project file. Neither the uses nor the construction allowed by this permit shall commence unless and until all of the conditions of this permit are met to the satisfaction of the Director of HCD - Planning. Any use or construction not in substantial conformance with the terms and conditions of this permit is a violation of County regulations and may result in modification or revocation of this permit and subsequent legal action. No use or construction other than that specified by this permit is allowed unless additional permits are approved by the appropriate authorities. To the extent that the County has delegated any condition compliance or mitigation monitoring to the Monterey County Water Resources Agency, the Water Resources Agency shall provide all information requested by the County and the County shall bear ultimate responsibility to ensure that conditions and mitigation measures are properly fulfilled. (HCD - Planning)

Compliance or Monitoring Action to be Performed: The Owner/Applicant shall adhere to conditions and uses specified in the permit on an ongoing basis unless otherwise stated.

2. PD002 - NOTICE PERMIT APPROVAL

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: The applicant shall record a Permit Approval Notice. This notice shall state:
"A Administrative Permit (Resolution Number _____) was approved by Planning Commission for Assessor's Parcel Number 015-293-010 on March 27, 2024. The permit was granted subject to 9 conditions of approval which run with the land. A copy of the permit is on file with Monterey County HCD - Planning."

Proof of recordation of this notice shall be furnished to the Director of HCD - Planning prior to issuance of grading and building permits, Certificates of Compliance, or commencement of use, whichever occurs first and as applicable. (HCD - Planning)

Compliance or Monitoring Action to be Performed: Prior to the issuance of grading and building permits, certificates of compliance, or commencement of use, whichever occurs first and as applicable, the Owner/Applicant shall provide proof of recordation of this notice to the HCD - Planning.

3. CC01 INDEMNIFICATION AGREEMENT

Responsible Department: County Counsel-Risk Management

Condition/Mitigation Monitoring Measure: The property owner agrees as a condition and in consideration of approval of this discretionary development permit that it will, pursuant to agreement and/or statutory provisions as applicable, including but not limited to Government Code Section 66474.9, defend, indemnify and hold harmless the County of Monterey or its agents, officers and employees from any claim, action or proceeding against the County or its agents, officers or employees to attack, set aside, void or annul this approval, which action is brought within the time period provided for under law, including but not limited to, Government Code Section 66499.37, as applicable. The property owner will reimburse the County for any court costs and attorney's fees which the County may be required by a court to pay as a result of such action. The County may, at its sole discretion, participate in the defense of such action; but such participation shall not relieve applicant of his/her/its obligations under this condition. An agreement to this effect shall be recorded upon demand of County Counsel or concurrent with the issuance of building permits, use of property, filing of the final map, recordation of the certificates of compliance whichever occurs first and as applicable. The County shall promptly notify the property owner of any such claim, action or proceeding and the County shall cooperate fully in the defense thereof. If the County fails to promptly notify the property owner of any such claim, action or proceeding or fails to cooperate fully in the defense thereof, the property owner shall not thereafter be responsible to defend, indemnify or hold the County harmless. (County Counsel-Risk Management)

Compliance or Monitoring Action to be Performed: Upon demand of County Counsel or concurrent with the issuance of building permits, use of the property, recording of the final/parcel map, or recordation of Certificates of Compliance, whichever occurs first and as applicable, the Owner/Applicant shall submit a signed and notarized Indemnification Agreement to the Office of County Counsel-Risk Management for review and signature by the County.

Proof of recordation of the Indemnification Agreement, as outlined, shall be submitted to the Office of County Counsel-Risk Management

4. PD017 - DEED RESTRICTION-USE

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: Prior to transient use of the property, the applicant shall record a deed restriction as a condition of project approval stating the regulations applicable to the requested transient use as specified in Section 21.64.280 of Monterey County Code, Title 21. Including, but not limited to: 1) The minimum rental period for all transient use of residential property shall be greater than seven consecutive calendar days up to the maximum of 30 days; 2) The maximum number of allowed overnight guests shall not exceed the limit of 7; 3) No advertising on site; 4) An owner/applicant who does not reside within a twenty five-mile (25) radius of the residence shall designate a person located within a twenty-five (25) mile radius of the rental unit, as a local contact person who will be available twenty -four (24) hours a day; 5) A copy of any administrative permit shall be furnished by the Chief of Planning to the Treasurer of the County of Monterey and the Sheriff of the County of Monterey; 6) The administrative permit holder and/or registrant shall collect and remit to the Treasurer of the County of Monterey, the transient occupancy tax for each rental unit; 7) The property shall only be rented for residential-related use; No corporate or private events and 8) Compliance with the requirements of this Section shall be considered conditions of approval, the violation of which may result in a revocation of any administrative permit by the Chief of Planning. This deed restriction shall expire three years after the granting of this permit on February 28, 2024 or as PLN220352 may be extended pursuant to Condition 8. (HCD - Planning)

Compliance or Monitoring Action to be Performed: Prior to transient use of the property, the Owner/Applicant shall submit the signed and notarized document to the Director of HCD-Planning for review and signature by the County.

Prior to occupancy or commencement of use, the Owner/Applicant shall submit proof of recordation of the document to HCD-Planning.

5. PDSP001 - DESIGNATION OF CONTACT PERSON (NON-STANDARD)

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: An applicant who does not reside within a five-mile radius of the residence being rented, shall designate a person located within a twenty-five (25) mile radius of the rental unit, as a local contact person who will be available twenty -four (24) hours a day to respond to tenant and neighborhood questions or concerns and to otherwise be responsible for assuring that the rental unit complies with the requirements of the administrative permit issued and the provisions of this Section and other applicable provisions of Title 21. The name, address, and telephone number(s) of such a designated person shall be furnished to the Chief of Planning prior to commencement of use. This information shall be available for public review. The permit holder shall promptly notify the Chief of Planning of any change in the local contact person's address or telephone number. (HCD-Planning)

Compliance or Monitoring Action to be Performed: Prior to commencement of use, the Owner/Applicant shall provide appropriate information, on whom shall be the designated local contact person. The name, address, and telephone number of the appropriate person(s) shall be provide to the Chief of Planning.

6. PDSP002 - TRANSIENT OCCUPANCY TAX (TOT) REGISTRATIION (NON-STANDARD)

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: Pursuant to Monterey County Code Chapter 5.40.070- Registration-Certification: "Within thirty (30) days after commencing business, each operator of any establishment renting occupancy to transients shall register said establishment with the tax collector and obtain the Tax Collector occupancy registration certificate, to be at all time posted in a conspicuous place on the premises.
Refer to County's website for Transient Occupancy Tax (TOT) FAQ's, forms, and ordinance: www.co.monterey.ca.us/taxcollector (HCD-Planning)

Compliance or Monitoring Action to be Performed: Within 30 days of commencement of use, the Owner/Applicant shall provide proof that the property and transient use has been registered with the Monterey County Tax Collector.

7. PDSP003- MAXIMUM NUMBER OF OCCUPANTS ALLOWED

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: Pursuant to Monterey County Code Section 21.64.280.D.2.b, the permit shall specify the maximum number of occupants in any residential unit for transient use shall not exceed the limits set forth in the California Uniform Housing Code and other applicable State and County housing regulations for residential structures based on the number of bedrooms with the unit. Each permit shall specify the maximum number of occupants allowed. In accordance with Monterey County Code 21.64.280 and the Uniform Housing Code, the rental shall be sized adequately for the amount of occupants. Each bedroom shall have a minimum of 70 square feet for the first two (2) people and 50 square feet for each additional person beyond two (2) people in that bedroom.

The single-family dwelling at 26132 Carmel Knolls Dr, Carmel, has three bedrooms and two bathrooms. The maximum number of allowed occupants during one rental shall not exceed seven. (HCD-Planning)

Compliance or Monitoring Action to be Performed: On an ongoing basis; the maximum number of allowed occupants during one rental shall not exceed 7 (seven).

8. PDSP004 - PERMIT LIMITATION OF THE TRANSIENT USE OF A RESIDENTIAL PROPERTY (NON-STANDARD)

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: This permit is valid for 3 years and shall expire on February 28, 2027, unless an extension is granted. Approval of this Administrative Permit is limited to 3 years to provide an adequate, on-going review of the approved transient use of the residential property for remuneration.

Prior to its expiration, the owner/applicant shall file an extension in accordance with Title 21 Section 21.70.120. The appropriate authority to consider this extension shall be the Chief of Planning. This subsequent review will ensure: 1) the use continues to meet the standards of Title 21; 2) that the nature and character of the neighborhood has not changed so to cause the transient use to be detrimental to the area; and 3) an opportunity for Planning staff's review for ongoing compliance with the Administrative Permit's conditions of approval.

Compliance or Monitoring Action to be Performed: The applicant shall commence and operate the authorized use to the satisfaction of the HCD-Chief of Planning. Any request for extension must be received by HCD-Planning at least 30 days prior to the expiration date.

9. PDSP005 - NO EVENTS ALLOWED (NON-STANDARD)

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: Pursuant to Monterey County Code Sections 21.64.280.A and B, to protect the residential character of the neighborhood on an ongoing basis, the property shall only be rented for residential-related use. The property shall not be rented to transient or short-term occupants for the purpose of holding a corporate or private event, unless the County approves a separate entitlement to allow such events on the property . (HCD-Planning)

Compliance or Monitoring Action to be Performed: On an ongoing basis, the property shall only be rented for residential-related use.

MA SHORT TERM RENTAL

26132 CARMEL KNOLLS DR, CARMEL, CA 93923

26132 CARMEL KNOLLS DR OPERATIONAL PLAN

- 1. MAXIMUM OCCUPANCY:** 7 PEOPLE – 3 BEDROOMS (WILL BE 4 BEDROOMS AFTER ADDITION IS COMPLETED, CURRENTLY WAITING ON PERMITS)
MAXIMUM OCCUPANCY SHALL BE 7 PEOPLE, WHICH MAY CONSIST OF A COMBINATION OF ONE AND/OR TWO PERSONS PER BEDROOM.
- 2. RENTAL PERIOD:** GUEST RENTAL PERIODS SHALL BE NO LESS THAN A 7 NIGHT STAY AND NO GREATER THAN A 30 NIGHT STAY. ONLY ONE RENTAL CONTRACT IS ALLOWED AT A TIME. THE MAXIMUM NUMBER OF RENTAL DAYS PER YEAR IS 250. THERE WILL NOT BE A RESIDENT LIVING ON OR AT THE PROPERTY WHEN IT IS RENTED.
- 3. ACCESS INSTRUCTIONS:** GUESTS SHALL BE PROVIDED A UNIQUE DIGITAL COMBINATION ON THE DAY OF ARRIVAL. FOR GUEST SECURITY, THIS UNIQUE COMBINATION IS CHANGED FOR EVERY NEW ARRIVAL.
- 4. PARKING INSTRUCTIONS:** GUEST PARKING IS ALLOWED ON THE PROPERTY. THERE ARE TWO PARKING AREAS THAT ACCOMMODATE A TOTAL OF 5 CARS. 2 CARS CAN PARK IN THE GARAGE, 3 IN THE DRIVEWAY. GUESTS ARE INSTRUCTED TO NOT BLOCK THE AREAS EMERGENCY ACCESS VEHICLES ENTER. PARKING AND/OR BLOCKING THE COMMON ACCESS ROAD/DRIVEWAY IS NOT ALLOWED AND VIOLATORS ARE SUBJECT TO HAVING THEIR CARS TOWED AT THEIR EXPENSE WHEN A VIOLATION OCCURS.
- 5. NOISE RESTRICTIONS:** GUEST ARE INFORMED PRIOR TO OR ON ARRIVAL OF THE MONTEREY COUNTY NOISE ORDINANCE CODE 10.6 WHICH READS AS FOLLOWS:
"IT IS PROHIBITED WITHIN THE UNINCORPORATED AREA OF THE COUNTY OF MONTEREY TO MAKE, ASSIST IN MAKING, ALLOW, CONTINUE, CREATE, OR CAUSE TO BE MADE ANY LOUD AND UNREASONABLE SOUND ANY DAY OF THE WEEK FROM 10:00 P.M. TO 7:00 A.M. THE FOLLOWING MORNING." SURROUNDING NEIGHBORS CALL THE OWNERS CELL PHONE TO REPORT EXCESSIVE NOISE ISSUES. ALL SUCH CALLS ARE TAKEN SERIOUSLY AND ACTED UPON IMMEDIATELY TO RESOLVE THE PROBLEM. THE QUIET HOURS AT 26132 CARMEL KNOLLS DR ARE 10:00 P.M. TO 7:00A.M.
THE VACATION RULES ARE SENT TO THE RENTERS PRIOR TO ARRIVAL IN A CONTRACT. RENTERS ARE REQUIRED TO SIGN THAT THEY HAVE READ, UNDERSTOOD AND ACCEPT THE TERMS OF THE RENTAL AGREEMENT.
THE SPECIFIC RULES THAT PERTAIN TO 26132 CARMEL KNOLLS DR ARE AS FOLLOWS:

1. NO FIRES INCLUDING OUTDOOR FIRE PITS.
2. NO SMOKING INSIDE. SMOKING OUTSIDE ONLY ALLOWED ON PATIO AREAS
3. NO EVENTS OR LIVE MUSIC
4. NO ILLEGAL DRUGS ALLOWED ON THE PREMISE
5. NO ACCESS TO OWNERS CLOSET OR SUPPLY CLOSET
6. SIGNAGE: THERE IS NOT SIGNAGE ADVERTISING THE HOUSE AS A SHORT-TERM RENTAL ON THE PROPERTY AND SIGNAGE WILL NOT BE PERMITTED ON SITE AT ANY TIME.
7. LOCAL PROPERTY MANAGEMENT WILL BE HIRED RESIDING LESS THAN 10 MILES FROM THE PROPERTY. THE LOCAL PROPERTY MANAGER WILL BE THE FIRST POINT OF CONTACT DAY OR NIGHT FOR GUESTS QUESTIONS, CONCERNS, AND PROBLEMS. IN THE EVENT LOCAL PROPERTY MANAGER CANNOT BE REACHED, THERE WILL BE OTHER PROPERTY MANAGERS THAT ARE ON A LIST AND READY TO RESPOND. THE PROPERTY MANAGERS WILL RESPOND TO NEIGHBOR CALLS ALONG WITH THE PROPERTY OWNER, WHICHEVER IS MORE APPROPRIATE BASED ON THE SITUATION. TIMELY AND EFFECTIVE RESOLUTION IS THE GOAL OF THE PROPERTY MANAGERS AND OWNERS AND ARE REACHED AS FOLLOW;

TOMMY MA AND NING ZHANG

2693 OTTERSON CT, PALO ALTO, CA 94303
650-999-0227 NING'S CELL 707-883-0888 TOMMY'S CELL (AVAILABLE 24 HOURS A DAY)

THE SAFETY CONTACTS ARE AS FOLLOWS:

MONTEREY SHERIFF'S OFFICE – 911
FIRE PROTECTION AGENCY FOR MONTEREY COUNTY REGIONAL FIRE DISTRICT :
831-455-1828
EMERGENCY MEDICAL – COMMUNITY HOSPITAL OF THE MONTEREY PENINSULA: 831-624-5311
LOCATED AT 23625 HOLMAN HIGHWAY, MONTEREY CA 93940
8. LOCATION OF HOUSE INFORMATION: A BINDER THAT CONTAINS THE HOUSE INFORMATION INCLUDING EMERGENCY CONTACT INFORMATION, SAFETY INFORMATION, INTERNET ACCESS, AND LOCATION OF FIRE EXTINGUISHERS AND CARBON MONOXIDE AND SMOKE DETECTORS IS LOCATED ON THE KITCHEN COUNTER NEXT TO THE FRONT DOOR.

Safety and Emergency Information/Plan

Safety and Emergency Information/Plan. This plan shall describe the safety and emergency measures that will be in place during the vacation rental use and illustrate how this information will be provided to the renter(s). This information/plan shall include, but is not limited to, the following:

- Contact information for the property owner or property manager who can respond within a reasonable amount of time.
- Provide a list of local emergency numbers.
- Provide a list with phone numbers and addresses for the nearest fire department, 24 hour clinic and/or emergency room.
- Provide a floor plan of the residence identifying where all smoke alarms, carbon monoxide detectors, breaker box/main electrical service panel, and any other emergency shut off valves or switches are located.
- Provide additional information that should be required based in the uniqueness of your property or the area for which it is located.
- Indicate where in the residence the Safety and Emergency Information/Plan will be located.

Vacation Rental Rules. In accordance with the Big Sur Coast Land Use Plan, the proposed project must provide components and elements that will ensure the use will be consistent the residential zoning of the property and the character of the neighborhood. These rules shall include, but is not limited to, the following:

- Identify the quiet hours.
- Identify the areas where parking is allowed and areas where parking is prohibited.
- Identify the maximum occupancy allowed.
- Any uses of the property that are prohibited, such as outdoor fires, live music, special events and large parties.
- Identify additional rules that should be required based on the uniqueness of your property or the area for which it located.
- Describe how renter(s) who are in breach of the contract or .
- Indicate where in the residence the Vacation Rental Rules will be located.

Transient Use of a Residential Property

In accordance with section 21.64.280 of the Monterey County Zoning Ordinance, please provide a Vacation Rental Operational Plan. This plan shall include, but is not limited to, the following:

1. Minimum rental days 7 and maximum rental days 30 allowed per rental contract.
2. One rental contracts allowed at one time.
3. There shall be 365 maximum number of rental days per year.
4. Owner will not will be occupying the home during the transient rental use.
5. There will be 7 maximum number of occupants allowed during vacation rental use.
6. Employees: 3 maximum number of employees anticipated (i.e. cleaning services, landscaping, property management, etc.)

Property Owner

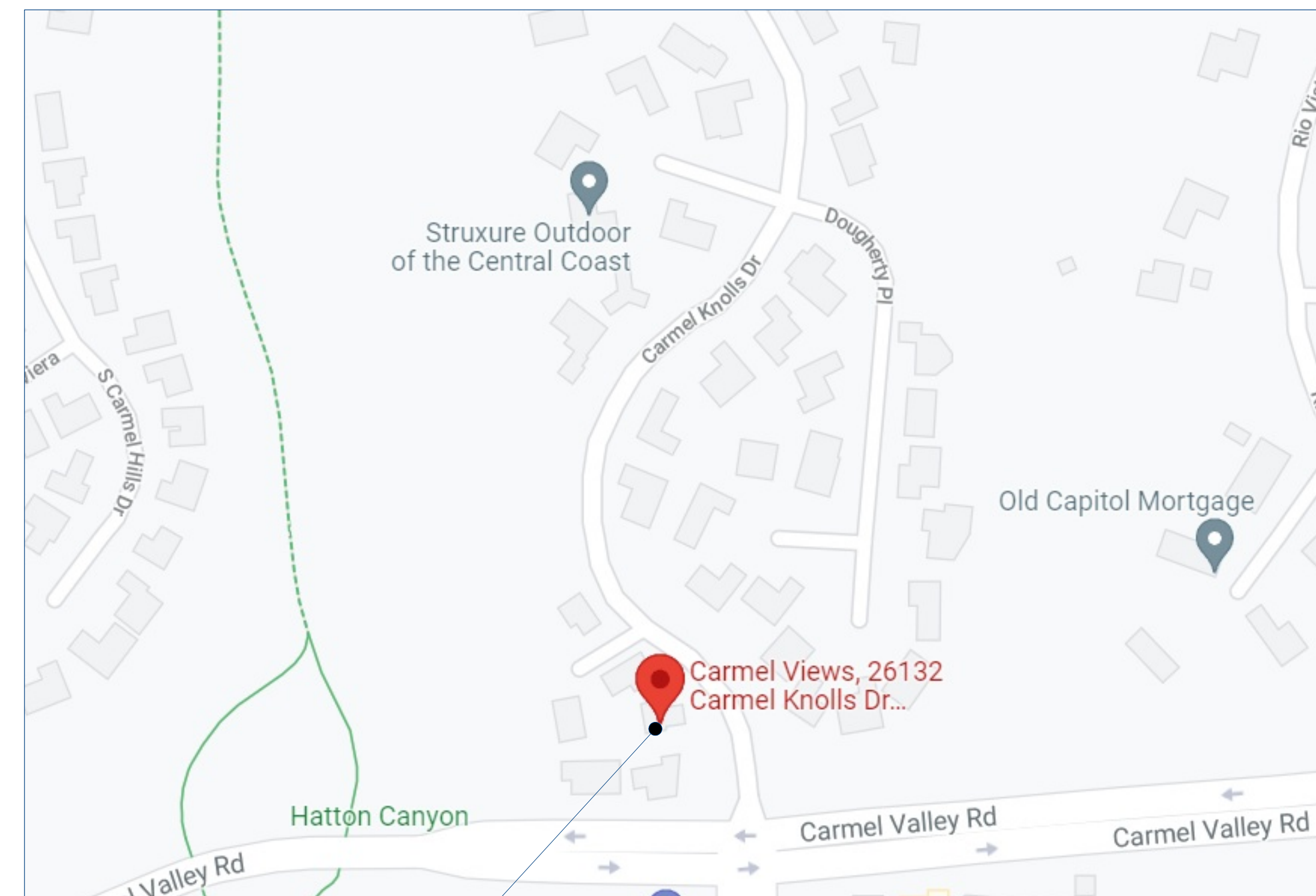
TOMMY MA
26132 CARMEL KNOLLS DR,
CARMEL, CA 93923

Lot Description

APN: 015-293-010-000
Address: 26132 CARMEL KNOLLS DR
Zoning: LDR/1-D-S-RAZ
Lot Number: 10
Lot Area: 10,890 SQ. FT.

Occupancy & Construction Type

Residence: R-3 Fire Sprinklers: NO
Garage: U Fire Sprinklers: NO
Construction Type: V-B
Stories: 1 Story



Site Location

VICINITY MAP

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GANNAGE
DESIGN



DRAWN BY:
Aaron Gannage

DATE	REVISION

PROJECT:
**MA REMODEL / ADDITION
26132 CARMEL KNOLLS, CA
93923**

DATE:
5/12/2023

SHEET:

A-1

P.O. Box 14502, San Luis Obispo, CA 93406
Ph: (805) 756-3453 Email: aaron@gannagedesign.com
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ROOF PLAN KEY NOTES

- ALL NEW ROOF TRUSSES AND COMPOSITION ROOFING
- NEW 4" METAL GUTTERS TO MATCH EXISTING
- NEW 3" DOWN SPOUT

ATTIC VENTILATION CALCULATIONS

VENT DATA:

EAVE VENT: (4) 2" DIA. HOLES PER FRIEZE BLOCK = 12.5 SQ IN/ BLOCK (BASED ON TRUSS / RAFTER SPACING OF 24" O.C.)
& BRANDGUARD @ 3.5" x22" SOFFIT VENT PROVIDES 20 SQ IN

RIDGE VENT: CERTAINTED @ RIDGE VENTS PROVIDES 18 SQ. IN. PER LINEAR FOOT

ROOF VENT CALCULATION:

ROOF ATTIC SPACE = 1420 SQ. FT.

TOTAL 1420 SQ FT / 300 * 144 = 682 SQ IN. REQUIRED

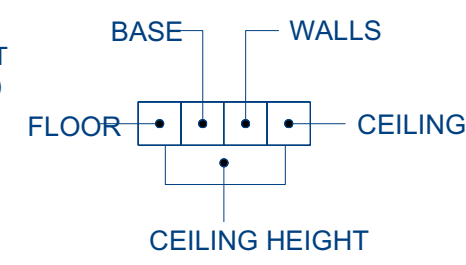
LOWER ROOF VENTING: 27 FRIEZE BLOCKS & 17 BRANDGUARD @ SOFFIT VENT = 340 SQ. IN. PROVIDED (50% OF REQUIRED VENTILATION)

HIGH ROOF VENTING: 19 LINEAR FEET OF CERTAINTED @ RIDGE VENT = 342 SQ. IN. PROVIDED (50% OF REQUIRED VENTILATION)

Provide minimum of 1" inch of air space between insulation and roof sheathing

FINISH SCHEDULE

(ALL ITEMS LISTED AS PER OWNER, TO BE CHOSEN BY OWNER AND INSTALLED BY THE CONTRACTOR, UNLESS NOTED OTHERWISE. IF NOT NOTED "PER OWNER", THEN CONTRACTOR PROVIDED AND INSTALLED)



FLOOR:

- SEALED CONCRETE
- HARDWOOD FLOOR PER OWNER
- CARPET PER OWNER
- TILE PER OWNER

BASE:

- PRIMED WOOD BASE, STYLE & COLOR PER OWNER
- 4" TILE BASE TO MATCH FLOOR TILE PER OWNER

WALLS:

(USE DENSSHIELD TILE BACKER IN ALL WET AREAS)

- 5/8" TYPE-X GYP. BD. - SKIP SMEAR TROWEL FINISH & PAINT W/ BENJAMIN MOORE, FINISH PER OWNER (COLOR PER OWNER)

(USE DENSSHIELD TILE BACKER IN ALL WET AREAS)

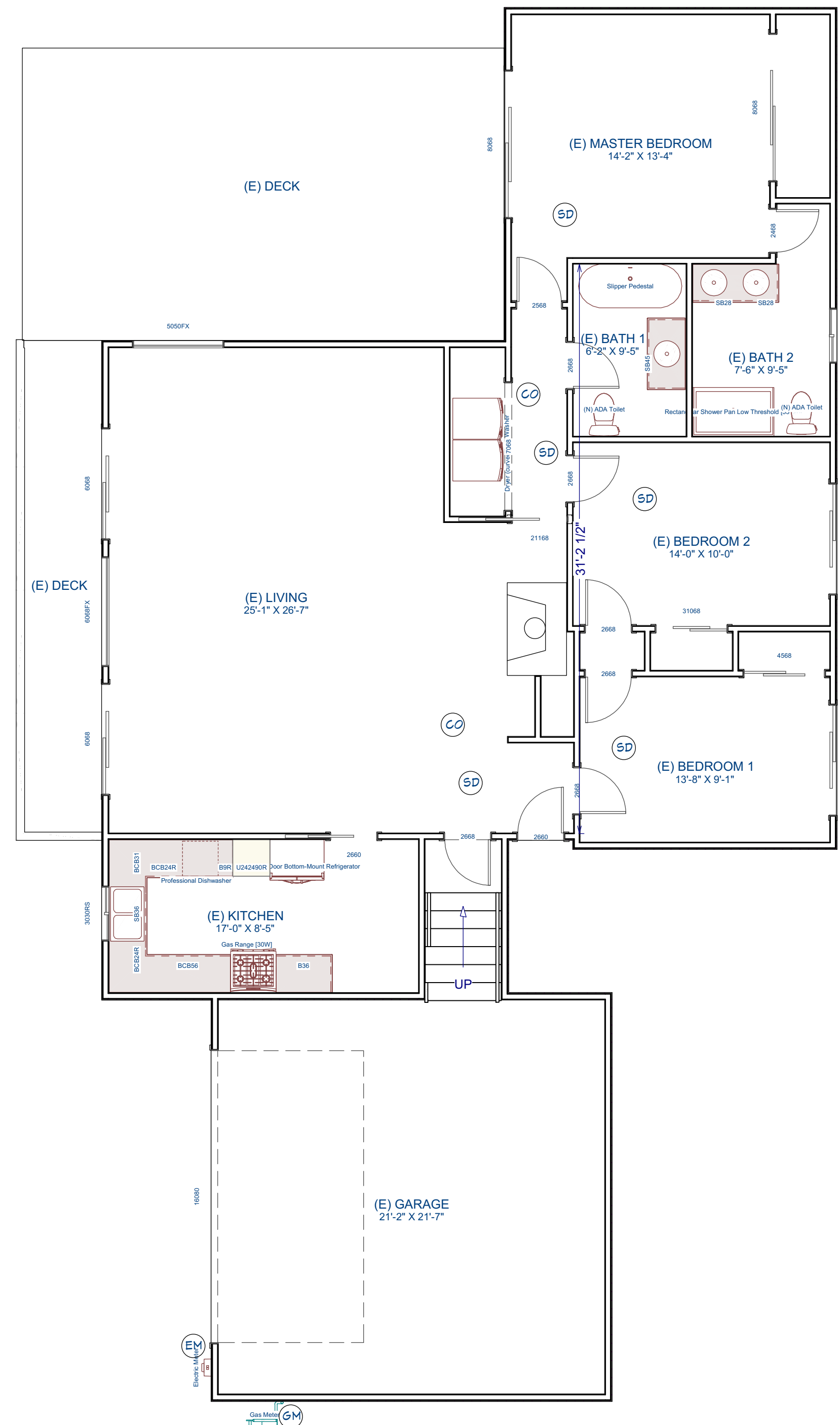
- 5/8" TYPE-X GYP. BD. - SKIP SMEAR TROWEL FINISH & PAINT W/ BENJAMIN MOORE, FINISH PER OWNER (COLOR PER OWNER)

- TILE AND DENSSHIELD TILE BACKER AT TUB AND SHOWER AREAS PER OWNERS DIRECTION. 72" MIN AT SHOWER

- HARDIE PANEL
- STUCCO

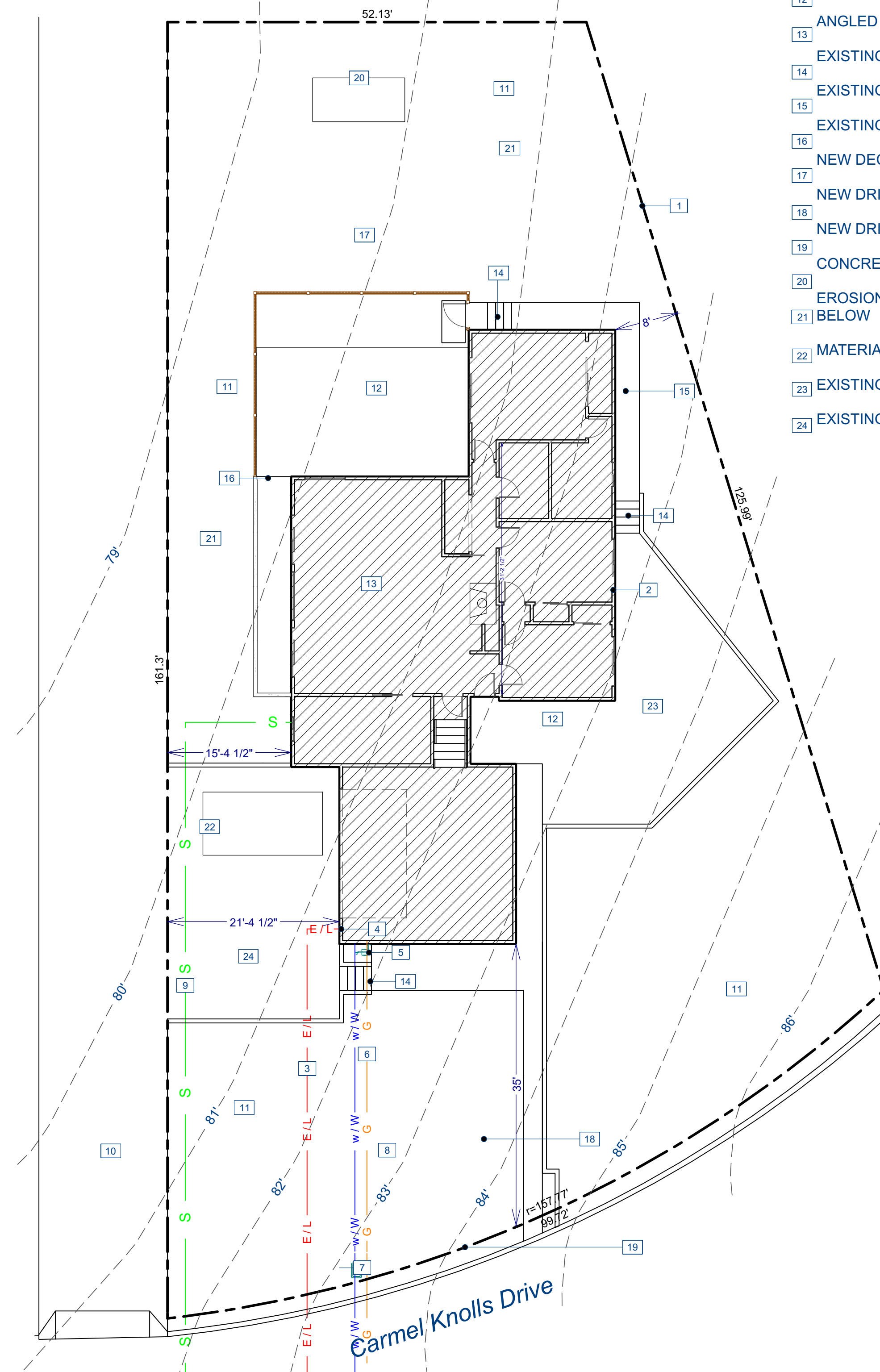
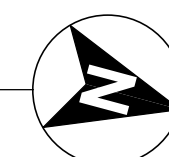
LEGEND

- SD SMOKE DETECTOR
- CO CARBON MONOXIDE
- GM GAS METER / GAS SHUTOFF
- EM ELECTRIC METER / ELECTRIC SHUTOFF



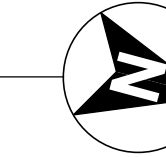
PROPOSED FLOOR PLAN

Scale: 3/16" = 1'-0"



PROPOSED SITE PLAN

Scale: 1/8" = 1'-0"



SITE PLAN KEY

- PROPERTY LINE
- BUILDING FOOTPRINT
- EXISTING UNDERGROUND ELECTRIC, PHONE, & CABLE LINE
- EXISTING ELECTRICAL PANEL
- EXISTING GAS METER
- EXISTING UNDERGROUND GAS LINE
- EXISTING WATER METER / WATER SHUTOFF
- EXISTING WATER LINE
- EXISTING SEWER LINE
- EXISTING ASPHALT DRIVEWAY ON ADJACENT PARCEL - EXISTING EASEMENT
- LANDSCAPE AREA
- DARK GRAY SHADED AREA IS NEW ADDITION
- ANGLED HATCHING IS EXISTING RESIDENCE
- EXISTING STAIRS
- EXISTING WALKWAY
- EXISTING DECK - LESS THEN 30" ABOVE GRADE
- NEW DECK - LESS THEN 30" ABOVE GRADE
- NEW DRIVEWAY AREA
- NEW DRIVEWAY APPROACH PER COUNTY
- CONCRETE WASHOUT LOCATION
- EROSION CONTROL FIBER ROLL -SEE DETAIL BELOW
- MATERIAL STORAGE LOCATION
- EXISTING CONCRETE PATIO
- EXISTING CONCRETE DRIVEWAY

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GANNAGE
DESIGN



DRAWN BY:
Aaron Gannage

DATE

DATE	BY

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DATE:
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A-2

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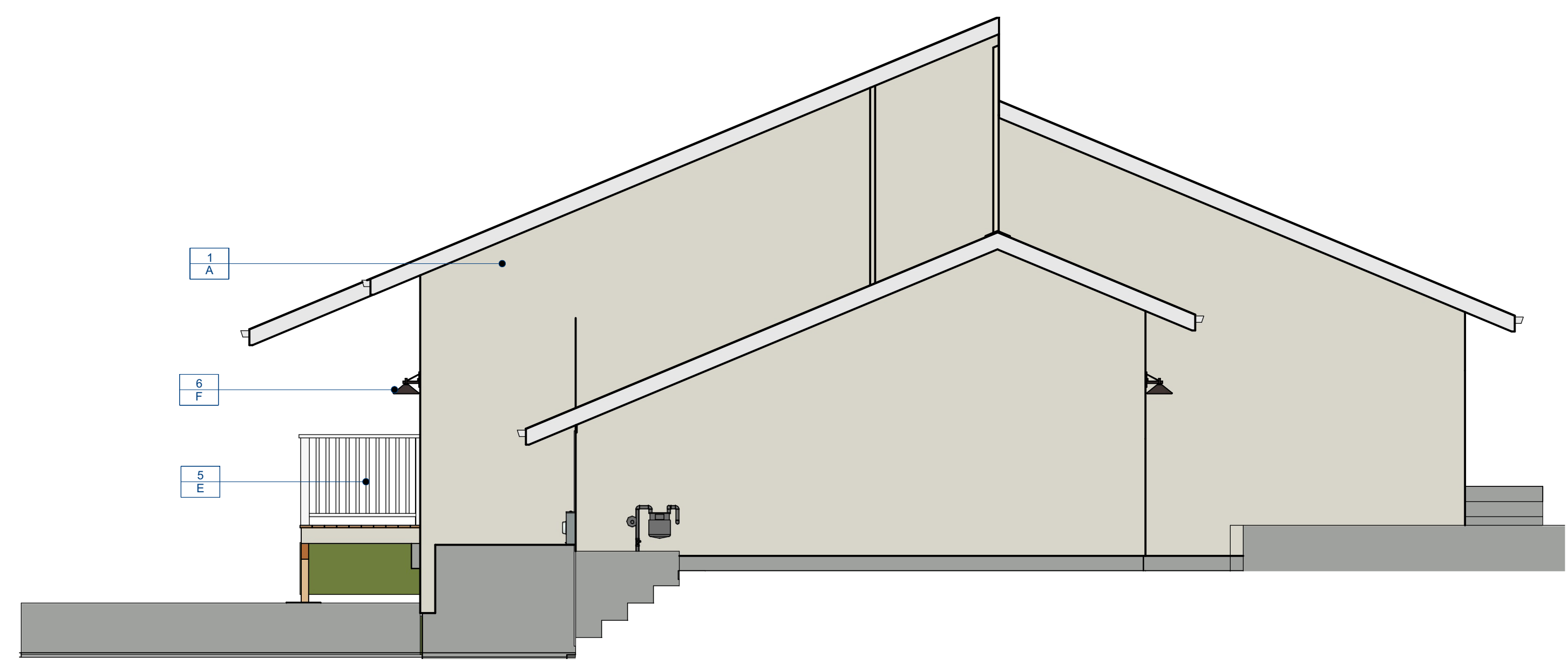
SHEET:

A-3



WEST ELEVATION

Scale: 1/4" = 1'-0"



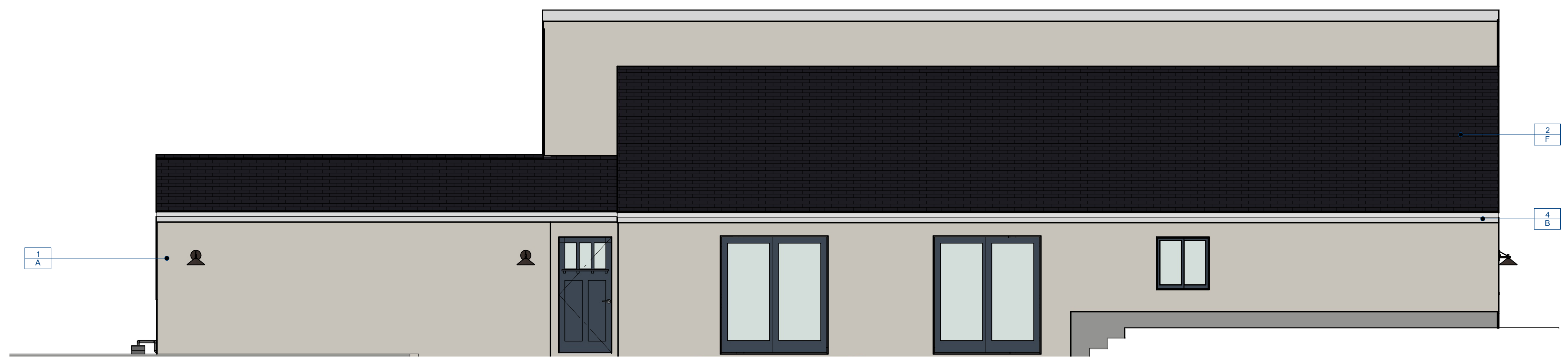
EAST ELEVATION

Scale: 1/4" = 1'-0"



SOUTH ELEVATION

Scale: 1/4" = 1'-0"



NORTH ELEVATION

Scale: 1/4" = 1'-0"

ELEVATION MATERIALS

1. NEW SMOOTH SAND STUCCO EXTERIOR FINISH a minimum of 2 layers of Grade D paper under stucco and 2 layers of 15lb felt (or equivalent) TO MATCH EXISTING RESIDENCE
2. NEW CLASS "A" COMPOSITION ROOFING OVER 2-LAYERS OF #30 FELT TO MATCH EXISTING
3. NEW VINYL WINDOWS TO MATCH EXISTING RESIDENCE
4. NEW 2x10 FASCIA BOARD WITH 4" METAL GUTTERS TO MATCH EXISTING
5. NEW 42" HIGH DECK "FORTRESS" GUARDRAILS - SEE DETAILS ON SHEET A-9
6. LINEAR HORIZONTAL DOWNLIGHTS

ELEVATION COLORS

- A. TAN TO MATCH EXISTING
- B. WHITE TO MATCH EXISTING
- C. NATURAL ROCK COLORS
- D. CHARCOAL TO MATCH EXISTING
- E. LIGHT WOOD STAIN
- F. BLACK



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GANNAGE
D E S I G N



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