



County of Monterey

Item No.3

Administrative Permit

Registrar File Number: AP 25-049

September 17, 2025

Introduced: 9/8/2025

Current Status: Agenda Ready

Version: 1

Matter Type: Administrative Permit

PLN240278 - HARTLEY CAITLIN

Administrative hearing to consider demolition of an existing 943 square foot single family dwelling, 493 square foot second single family dwelling, and a 365 square foot detached garage, and construction of a 2,729 square foot two-story single family dwelling with attached 626 square foot garage and associated site improvements.

Project Location: 308 Calle De Los Agrinemsors, Carmel Valley, 93924

Proposed CEQA action: Find the project qualifies for a Class 2 Categorical Exemption pursuant to CEQA Guidelines section 15302, and that none of the exceptions pursuant to section 15300.2 apply.

RECOMMENDATIONS

It is recommended that the HCD Chief of Planning adopt a resolution to:

- a. Find the project qualifies for a Class 2 Categorical Exemption pursuant to CEQA Guidelines Section 15302, and there are no exceptions pursuant to section 15300.2; and
- b. Approve an Administrative Permit and Design Approval allow demolition of an existing 943 square foot single family dwelling, 493 square foot second single family dwelling, and a 365 square foot detached garage, and construction of a 2,729 square foot two-story single family dwelling with attached 626 square foot garage and associated site improvements including 624 square feet of decks and refinishing of the existing asphalt driveway.

The attached draft resolution includes findings and evidence for consideration (**Exhibit A**). Staff recommends approval, subject to 8 conditions of approval.

PROJECT INFORMATION

Agent: Samuel Pitnick

Property Owner: Caitlin Hartley

APN: 189-421-011-000

Parcel Size: 3.433 acres

Zoning: LDR/2.5-D-S-RAZ

Plan Area: Carmel Valley Master Plan

Flagged and Staked: Yes

Project Planner: Jordan Evans-Polockow, Assistant Planner

Evans-PolockowJ@countyofmonterey.gov, (831)755-7065

SUMMARY

Staff is recommending approval of an Administrative Permit and Design Approval subject to the findings and evidence in the attached Resolution (see **Exhibit A**), and subject to the conditions of approval attached to the Resolution. Please read these carefully and contact the planner if you have any questions. Unless otherwise noted in the conditions, the applicant will be required to satisfy all permit conditions prior to the issuance of a building/grading permits and/or commencement of the approved use.

On September 17th, 2025, an administrative decision will be made. A public notice has been distributed for this project. The deadline for submittal of written comments in opposition to the project, its findings, or conditions, based on a substantive issue, is 5:00 p.m. on Tuesday, September 16th, 2025. The permit will be administratively approved the following day if we do not receive any written comments by the deadline. You will receive a copy of your approved permit in the mail. We will notify you as soon as possible in the event that we receive correspondence in opposition to your project or if the application is referred to a public hearing.

Note: This project will be referred to the Monterey County Zoning Administrator if a public hearing is necessary. The decision on this project is appealable to the Planning Commission.

OTHER AGENCY INVOLVEMENT

The following agencies have reviewed the project, have comments, and/or have recommended conditions:

HCD-Engineering Services

Environmental Health Bureau

HCD-Environmental Services

Monterey County Regional Fire Protection District

Prepared by: Jordan Evans-Pollockow Assistant Planner, x7065

Reviewed and Approved by: Fionna Jensen, Principal Planner

The following attachments are on file with HCD:

Exhibit A - Draft Resolution including:

- Recommended Conditions of Approval
- Site Plans, Floor Plans, Elevations, Colors & Materials

Exhibit B - Vicinity Map

cc: Front Counter Copy; Monterey County Regional Fire Protection District; HCD-Environmental Services; HCD-Engineering Services; Environmental Health Bureau; Jordan Evans-Pollockow, Planner; Fionna Jensen, Principal Planner; Caitlin Hartley, Property Owner; Samuel Pitmick, Agent; The Open Monterey Project; LandWatch (Executive Director); Lozeau Drury LLP; Christina McGinnis, Keep Big Sur Wild; Planning File PLN240278