

MINUTES
Carmel Unincorporated/Highlands Land Use Advisory Committee
April 6, 2026

1. Meeting called to order by Donna Kostigen at 4:07 pm

2. Roll Call

Members Present:

Donna Kostigen, Clyde Freedman, Suzanne Kushner, Stuart Poulter

Members Absent:

Srividya Shankar

3. Approval of Minutes:

A. March 2, 2026 minutes

Motion: Clyde Freedman (LUAC Member's Name)

Second: Stuart Poulter (LUAC Member's Name)

Ayes: Donna Kostigen, Suzanne Kushner, Clyde Freedman, Stuart Poulter

Noes: None

Absent: Srividya Shankar

Abstain: N/A

4. **Public Comments:** The Committee will receive public comment on non-agenda items that are within the purview of the Committee at this time. The length of individual presentations may be limited by the Chair.

None.

5. **Scheduled Items**

PLN240106 – GONDO SUZUO & JOANNE

PLN230342 – SCHMIDT RICHARD A & ANGELLA TRS

6. Other Items:

A) Preliminary Courtesy Presentations by Applicants Regarding Potential Projects

None.

B) Announcements

None.

7. Meeting Adjourned: 4:28 pm

Minutes taken by: Suzanne Kushner

Action by Land Use Advisory Committee

Project Referral Sheet

Monterey County Housing & Community Development
 1441 Schilling Place 2nd Floor
 Salinas CA 93901
 (831) 755-5025

Advisory Committee: Carmel Unincorporated/Highlands

1. **Project Name:** GONDO SUZUO & JOANNE
 File Number: PLN240106
 Project Location: 26246 CARMELO ST, CARMEL, CA 93923
Assessor’s Parcel Number(s): 009-403-029-000
 Project Planner: MCKENNA BOWLING
 Area Plan: CARMEL AREA LAND USE PLAN, COASTAL ZONE
Project Description: COMBINED DEVELOPMENT PERMIT CONSISTING OF A: 1) VARIANCE TO INCREASE THE ALLOWABLE LOT COVERAGE BY 1.4% OF LOT COVERAGE; 2) VARIANCE TO REDUCE THE ALLOWABLE ACCESSORY STRUCTURE FRONT SETBACK FROM 50 FEET TO 5 FEET; 3) COASTAL ADMINISTRATIVE PERMIT AND DESIGN APPROVAL TO ALLOW DEMOLITION OF AN EXISTING 215 SQUARE FOOT CARPORT AND CONSTRUCTION OF NEW 324 SQUARE FOOT DETACHED GARAGE; 4) COASTAL DEVELOPMENT PERMIT TO ALLOW DEVELOPMENT WITHIN 750 FEET OF KNOWN ARCHAEOLOGICAL RESOURCES; AND 5) COASTAL ADMINISTRATIVE PERMIT TO ALLOW ONE COVERED PARKING SPACE WITHIN THE FRONT SETBACK; AND 6) COASTAL DEVELOPMENT PERMIT TO MODIFY PARKING STANDARDS AND OMIT THE UNCOVERED PARKING SPACE REQUIREMENT.

Was the Owner/Applicant/Representative present at meeting? YES _____ NO X

(Please include the names of those present)

N/A.

Was a County Staff/Representative present at meeting? Jade Mason (Name)

PUBLIC COMMENT:

Name	Site Neighbor?		Issues / Concerns (suggested changes)
	YES	NO	

LUAC AREAS OF CONCERN

Concerns / Issues (e.g. site layout, neighborhood compatibility; visual impact, etc)	Policy/Ordinance Reference (If Known)	Suggested Changes - to address concerns (e.g. relocate; reduce height; move road access, etc)

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ADDITIONAL LUAC COMMENTS

Project for :GONDO SUZUO & JOANNE PLN 240106 was continued

RECOMMENDATION:

Motion by: _____ (LUAC Member's Name)

Second by: _____ (LUAC Member's Name)

_____ Support Project as proposed

_____ Support Project with changes

_____ Continue the Item

Reason for Continuance: _____

Continue to what date: _____

Ayes: _____

Noes: _____

Absent: _____

Abstain: _____

Action by Land Use Advisory Committee Project Referral Sheet

Monterey County Housing & Community Development
1441 Schilling Place 2nd Floor
Salinas CA 93901
(831) 755-5025

Advisory Committee: Carmel Unincorporated/Highlands

2. **Project Name:** SCHMIDT RICHARD A & ANGELLA TRS
 File Number: PLN230342
 Project Location: 96 OAK WAY, CARMEL, CA 93923
Assessor’s Parcel Number(s): 241-131-017-000
 Project Planner: JORDAN EVANS-POLOCKOW
 Area Plan: CARMEL LAND USE PLAN, COASTAL ZONE
Project Description: COMBINED DEVELOPMENT PERMIT CONSISTING OF A: 1) COASTAL ADMINISTRATIVE PERMIT AND DESIGN APPROVAL FOR THE CONSTRUCTION OF A 411 SQUARE FOOT ADDITION TO AN EXISTING 2,295 SQUARE FOOT TWO-STORY SINGLE-FAMILY DWELLING WITH AN ATTACHED GARAGE; AND 2) VARIANCE TO ALLOW THE REDUCTION OF REQUIRED SIDE SETBACK FROM 20 FEET TO 11 FEET 9 INCHES.

Was the Owner/Applicant/Representative present at meeting? YES X NO

(Please include the names of those present)

Applicants Richard Schmidt, Angella Schmidt, and applicants’ agent Chris Gourlay were present.

Was a County Staff/Representative present at meeting? Jade Mason (Name)

PUBLIC COMMENT:

Name	Site Neighbor?		Issues / Concerns (suggested changes)
	YES	NO	
Paul Reps	X		Not in physical attendance, but noted prior support for the project (letter dated 1/15/2024). Confirmed understanding that roofline addition will have no visual impact. Acknowledged the need for a variance due to proximity to the property line. Agreed that the proposed variance is reasonable given the topography and small size of the lot.

PUBLIC COMMENT (CONTINUED):

Name	Site Neighbor?		Issues / Concerns (suggested changes)
	YES	NO	

LUAC AREAS OF CONCERN

Concerns / Issues (e.g. site layout, neighborhood compatibility; visual impact, etc)	Policy/Ordinance Reference (If Known)	Suggested Changes - to address concerns (e.g. relocate; reduce height; move road access, etc)

ADDITIONAL LUAC COMMENTS

The LUAC briefly discussed the project, the homeowner’s goals, and expected outcomes and there were no concerns. Stuart Poulter notated that the application had been pulled a while back and also inquired about the fuel management mitigation. Project Manager Gourlay mentioned that the property currently adheres to fuel management regulations and that the home addition would only improve this status (via landscaping and new fire retardant roof shingles) and thus further decrease the risk of fire.

RECOMMENDATION:

Motion by: Clyde Freedman (LUAC Member's Name)

Second by: Stuart Poulter (LUAC Member's Name)

Support Project as proposed

Support Project with changes

Continue the Item

Reason for Continuance: _____

Continue to what date: _____

Ayes: Donna Kostigen, Suzanne Kushner, Clyde Freedman, Stuart Poulter

Noes: None

Absent: Srividya Shankar

Abstain: _____