

**Before the Zoning Administrator
in and for the County of Monterey, State of California**

In the matter of the application of:

HUGHES DAVID S TRUST & HUGHES SUSAN (PLN230072)

RESOLUTION NO. 25-001

Resolution by the County of Monterey Zoning Administrator:

- 1) Finding that the project qualifies for a Class 1 Categorical Exemption pursuant to CEQA Guidelines Section 15301 and no exceptions under section 15300.2 apply; and
- 2) Approving a Use Permit for a Commercial Vacation Rental to allow the use of a residential property for transient lodging for a period of 30 calendar days or fewer.

[PLN230072 HUGHES DAVID S TRUST & HUGHES SUSAN, 584 VIEJO RD, CARMEL, CA 93923, GREATER MONTEREY PENINSULA AREA PLAN (APN: 103-021-004-000)]

The HUGHES DAVID S TRUST & HUGHES SUSAN application (PLN230072) came on for a public hearing before the County of Monterey Zoning Administrator on January 9, 2025. Having considered all the written and documentary evidence, the administrative record, the staff report, oral testimony, and other evidence presented the Zoning Administrator finds and decides as follows:

FINDINGS

1. **FINDING:** **CONSISTENCY** – The Project, as conditioned, is consistent with the applicable plans and policies which designate this area as appropriate for development.
- 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 County of Monterey General Plan;
 - Greater Monterey Peninsula Area Plan;
 - Monterey County Code Chapter 7.120;
 - Roads (Monterey County Code Chapter 16.80); and
 - Monterey County Zoning Ordinance (Title 21).
- No conflicts were found to exist. No communications were received during the course of review of the project indicating any inconsistencies with the text, policies, and regulations in these documents.
- b) Allowed Use. The property is located at 584 Viejo Road, Carmel, within the Greater Monterey Peninsula Area Plan (APN: 103-021-004-000). The parcel is zoned Rural Density Residential, 5.1 acres per unit with an Urban Reserve, Design Control and Site Plan Review overlays or “RDR/5.1-UR-D-S”. The RDR zoning allows the use of Residential Property as a Commercial Vacation Rental, subject to the granting of a Use Permit pursuant to Title 21 section 21.16.050.RR. Therefore, the proposed use is allowable.

- c) Lot Legality. The subject property (5.07 acres in size), APN: 103-021-004-000, is identified as Subdivision C, which is a portion of Lot 3, as shown in its current size and configuration on the 1964 and 1972 Assessor's Parcel Map Book 103, page 02; therefore, the County recognizes the property as a legal lot of record.
- d) Land Use Advisory Committee (LUAC) Review. This project was not referred to the Greater Monterey Peninsula Land Use Advisory Committee for review. Based on the current review guidelines adopted by the Monterey County Board of Supervisors per Resolution No. 15-043, this application did not warrant referral to the LUAC as it does not fall within the LUAC review guidelines.
- e) Vacation Rental Operation License. Condition No. 7 requires that the applicant obtain a Vacation Rental Operation License and provide documentation to prove that they comply with all of the requirements of the Vacation Rental Operation License pursuant to Title 7 Chapter 7.120. The subject property is required as conditioned to ensure that they always have an active Vacation Rental Operation License.
- f) Business License. Condition No. 6 requires that the applicant obtain a Business License and provide documentation to prove that they comply with all of the requirements of the Business License pursuant to Title 7 section 7.02.060. The subject property is required as conditioned to ensure that they always have an active Business License.
- g) Transient Occupancy Tax. Condition No. 8 requires that the applicant register with the County of Monterey Treasurer-Tax Collector to pay Transient Occupancy Tax pursuant to Title 5 Chapter 5.40 and must pay Transient Occupancy Tax on all applicable rent received from transient occupancy of their residential property as a Commercial Vacation Rental. The subject property is required as conditioned to ensure payment of Transient Occupancy Tax to the County of Monterey Treasurer-Tax Collector is made pursuant to Title 5 Chapter 5.40.
- h) Adequate Emergency Response Time. Condition No. 5 requires that the applicants notify the guests of the average response time for emergency fire and medical services and the address and phone number of those services. The subject property complies with Title 21 section 21.64.290.F.5, adequate emergency response times for fire and emergency medical. The submitted Operations Plan includes contact information for County emergency services for fire and emergency medical. The property complies with adequate public facilities and services requirements pursuant to the 2010 County of Monterey General Plan Safety Element Policy PS-1.1 and Table PS-1. Response times are within 5-8 minutes from the Community Hospital of Monterey Peninsula, which provides 24-hour emergency medical services, and within 5-8 minutes from the Cypress Fire Protection District and CAL FIRE Carmel Fire Station, within its response area. The subject property complies with the requirement to provide contact information for County emergency services for fire and emergency medical. The contact information is included as required in the informational signage that must be posted within six feet of the front door.
- i) Parking. Title 21 section 21.64.290.F.6 requires that Commercial Vacation Rentals provide parking in compliance with Title 21 section

21.58.040. Title 21 section 21.58.040 establishes the minimum required parking spaces. A single-family dwelling requires two parking spaces. As proposed, the property can accommodate up to ten total cars for occupants and employees, which exceeds the requirements of Title 21 section 21.58.040.

- j) One Commercial Vacation Rental Per Legal Lot of Record. The subject legal lot of record complies with Title 21 section 21.64.290.F.7 as this is the only Commercial Vacation Rental on the legal lot of record.
- k) Ownership Interest in One Commercial Vacation Rental in the Unincorporated Monterey County. The owners of the legal lot of record comply with Title 21 section 21.64.290.F.8 and do not have any ownership interest in any other Commercial Vacation Rentals in the unincorporated Monterey County. This application before the Zoning Administrator would be the first and only ownership interest the applicants would have in a Commercial Vacation Rental in the unincorporated Monterey County.
- l) Permit Expiration. Condition No. 4 applies a 7-year expiration to the granting of this Use Permit, pursuant to Title 21 section 21.64.290.F.12.a. The purpose of this expiration is to provide adequate on-going review of the approved use of the residential property as a Commercial Vacation Rental. Prior to its expiration, the owner/applicant shall file an extension in accordance with Title 21 section 21.74.110, which requires submittal of the request at least 30 days prior to the expiration date. The appropriate authority to consider this extension shall be the Zoning Administrator. This subsequent review will ensure: 1) the use continues to meet the standards of Title 21 and 2) an opportunity for Planning staff's review for on-going compliance with the conditions of approval.
- m) Access. The property has access through an unnamed private roadway, which connects to Viejo Road. The access private roadway is identified as a strip of land 30 feet wide as shown in its current size and configuration on the 1964 and 1972 Assessor's Parcel Map Book 103, page 02. This private roadway grants access to two parcels, the subject parcel and Subdivision E of Lots 1 and 3. The property is conveyed to David S. Hughes, Susan W. Hughes, and Diane K. Mazzei in the Deed recorded on March 4, 2022, as Document ID 2022011764 and December 16, 2021, as Document ID 2022011765. As the subject property has access via a private roadway, it must comply with Title 16 Chapter 16.80, pursuant to Title 21 section 21.64.290.F.4. The private roadway is not subject to a private road agreement or a private road maintenance agreement, which means the property would be classified as a Tier 1 category pursuant to Title 16 Chapter 16.80. Tier 1 projects allow the Appropriate Authority, in this case, the Zoning Administrator, to *"consider any objection from a party to a private road regarding access a substantive dispute and shall either deny the project on that basis or approve the project subject to the proof of access condition and/or the private road maintenance condition described in section 16.80.060 of this Chapter."* Staff mailed a notice of the project to all parties to the private road on November 22, 2024, pursuant to Title 16 Chapter 16.80. Staff has not received any objection from a party to the

private roadway, nor has staff received any information considering there is a substantial dispute regarding the proposed use of this property as a Commercial Vacation Rental.

- n) The application, project plans, and related support materials submitted by the project applicant to Monterey County HCD-Planning found in Project File PLN230072.

2. **FINDING:** **SITE SUITABILITY** – The site is physically suitable for the proposed development and/or use.

- EVIDENCE:**
- a) The project has been reviewed for site suitability by the following departments and agencies: HCD-Planning, HCD-Environmental Services, HCD-Engineering Services, Environmental Health Bureau and the Cypress Fire Protection District. County staff reviewed the application materials and plans to verify that the project on the subject site conforms to the applicable plans and regulations, and there has been no indication from these departments/agencies that the site is not suitable for the development. Conditions recommended have been incorporated.
 - b) The application, project plans, and related support materials submitted by the project applicant to Monterey County HCD-Planning found in Project File PLN230072.

3. **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, HCD-Environmental Services, HCD-Engineering Services, Environmental Health Bureau and the Cypress Fire Protection District. 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) Necessary infrastructure is in place to serve the use, as discussed in subsequent Evidence “c” through “f”.
 - c) The property has road access to Viejo Road a County of Monterey maintained road, through an existing private roadway that connects into a 30-foot-wide private road easement. No alterations to this driveway or access are required for the use.
 - d) The residence is connected to an existing Onsite Wastewater Treatment System (OWTS). A performance evaluation on the OWTS was provided to Environmental Health Bureau (EHB), dated July 12, 2024 and was subsequently deemed complete on July 31, 2024. Based on the evidence provided, EHB found that the OWTS was in good working order and functioning properly and that the performance evaluation was completed in the form and manner as required by the County, satisfying the requirements of Title 21 section 21.64.290.F.8-9.

- e) California American Water currently provides potable water service to the subject property and the existing connection will be retained for the proposed use.
- f) Solid waste (garbage) collection service is and will continue to be provided by Waste Management.
- g) The application, project plans, and related support materials submitted by the project applicant to Monterey County HCD-Planning found in Project File PLN230072.

4. **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 current violations existing on subject property.
 - b) There was a previous Code Enforcement Case, 13CE00046, indicating the use had commenced prior to securing a permit. This case was closed after the applicant had applied for a permit, and pursuant to Title 21 section 21.64.290.G.2, operators are “*allowed to continue to operate as a Vacation Rental for up to six months from October 14, 2024, or until the County takes action on the Operator’s application for all required permits, license, and entitlements*”. Therefore, Case 13CE00046 has been closed as the applicant has applied for the appropriate permits and licenses and is allowed to continue to operate until a decision is rendered on their application.
 - c) The application, project plans, and related support materials submitted by the project applicant to Monterey County HCD-Planning found in Project File PLN230072.

5. **FINDING:** **CEQA (Exempt)** – The project qualifies for a Class 1 categorical exemption pursuant to CEQA Guidelines section 15301 and no unusual circumstances were identified to exist for the proposed project.
- EVIDENCE:**
- a) California Environmental Quality Act (CEQA) Guidelines section 15301, categorically exempts the leasing of existing private structures, involving negligible or no expansion of existing or former use.
 - b) The project proposed to allow the use of an existing residential property for transient lodging for a period of 30 calendar days or fewer. The project would not expand the residence nor would it allow any additional occupancy beyond what is allowed for the existing residence. Therefore, the project fits the criteria of the exemption.
 - c) None of the exceptions under CEQA Guidelines section 15300.2 apply to this project, as discussed in subsequent Evidence “d” through “i”.
 - d) Class 1 exemptions are not qualified for an exception by their location.
 - e) The County’s regulatory process of Use Permits for the use of an existing residential property for transient lodging allows the County to regulate such uses in a way that would prevent adverse cumulative impacts to the surrounding environment. Consistent with the Findings and Purpose in Monterey County Ordinance Number 5422 section 1.F, the requirement for a Use Permit for Commercial Vacation Rental

activities ensures that the impact of such leasing activities can be appropriately evaluated. Further, Title 21 section 21.64.290 establishes caps on the maximum amount of Use Permits for Commercial Vacation Rentals to ensure that the potential cumulative effects of Commercial Vacation Rentals are minimized. The project is consistent with all the criteria in Title 21 section 21.64.290 and, therefore, would not contribute to a cumulative effect.

- f) There are no unusual circumstances related to the project that would create the reasonable possibility of a significant effect.
- g) The project would not result to damage to scenic resources within view of State Scenic Highway. The nearest designated State Scenic Highway is Highway 68, which is approximately 2.0 miles east of the property. However, the property is not visible from Highway 68 due to distance, topography, and intervening vegetation and structures. The project also does not propose any physical changes that would damage scenic resources: no construction, exterior alterations to structures, land alteration, or vegetation (or tree) removal are proposed.
- h) The project is not located on a hazardous waste site included on any list compiled pursuant to Section 65962.5 of the Government code.
- i) The project would not damage any historical resources.
- j) The application, project plans, and related support materials submitted by the project applicant to Monterey County HCD-Planning found in Project File PLN230072.

6. FINDING: **APPEALABILITY** – The decision on this project may be appealed to the Planning Commission.

EVIDENCE: a) Planning Commission. Pursuant to Title 21 section 21.80.040.B, an appeal of the Zoning Administrator’s decision for this project may be made to the Planning Commission by any public agency or person aggrieved by their decision.

DECISION

NOW, THEREFORE, based on the above findings and evidence, the Zoning Administrator does hereby:

- 1) Find that the project, allowing the use of an existing residential property for transient lodging, qualifies for a Class 1 Categorical Exemption pursuant to CEQA Guidelines Section 15301, and no exceptions under section 15300.2 apply; and
- 2) Approve a Use Permit for a Commercial Vacation Rental to allow the use of a residential property for transient lodging for a period of 30 calendar days or fewer.

Said decision is to be in substantial conformance with the attached plan and subject to the attached conditions, which are incorporated herein for reference.

PASSED AND ADOPTED this 9th day of January, 2025.

DocuSigned by:
Mike Novo
9D45DC219AC247C

Mike Novo, AICP
Zoning Administrator

COPY OF THIS DECISION MAILED TO APPLICANT ON JANUARY 16, 2025.

THIS APPLICATION IS APPEALABLE TO THE PLANNING COMMISSION.

IF ANYONE WISHES TO APPEAL THIS DECISION, AN APPEAL FORM MUST BE COMPLETED AND SUBMITTED TO THE SECRETARY OF THE PLANNING COMMISSION ALONG WITH THE APPROPRIATE FILING FEE ON OR BEFORE JANUARY 27, 2025.

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.

NOTES

1. This permit does not authorize any development and only authorizes the use of the residential property as transient lodging.

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County of Monterey HCD Planning

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

PLN230072

1. PD001(B) - SPECIFIC COMMERCIAL VACATION RENTAL USES ONLY

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: This Use Permit (PLN230072) allows the use, by any person, of residential property [single family dwelling, manufactured home, or mobile home on a permanent foundation] for transient lodging for a period of 30 consecutive calendar days or fewer, counting portions of calendar days as full days. This property is located at 584 Viejo Road, Carmel (Assessor's Parcel Number 103-021-004-000), Greater Monterey Peninsula Area Plan. This rental allows an unlimited number of transient lodging rentals of up to 30 calendar days per 12-month period. 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 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. Any use 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 other than that specified by this permit is allowed unless additional permits are approved by the appropriate authorities. (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(B) - NOTICE PERMIT APPROVAL

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: The applicant shall record a Permit Approval Notice. This notice shall state: "A Use Permit (Resolution Number 25-001) was approved by the Zoning Administrator for Assessor's Parcel Number 103-021-004-000 on January 9, 2025. The permit was granted subject to 9 conditions of approval which run with the land. A copy of the permit is on file with County of Monterey HCD." Proof of recordation of this notice shall be furnished to the Director of HCD 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 commencement of use, the Owner/Applicant shall provide proof of recordation of this notice to the HCD - Planning.

3. PD008 - NO EVENTS ALLOWED

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: Pursuant to Monterey County Code Title 21 Section 21.64.290.A, to protect the residential character of the neighborhood on an ongoing basis, the property shall only be rented for transient residential-related use. The property shall not be rented to either 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 on-going basis, the property shall only be rented for transient residential-related use.

4. PD009 - PERMIT LIMITATION OF THE USE OF THE RESIDENTIAL PROPERTY AS A COMMERCIAL VACATION RENTAL

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: This permit shall be valid for 7 years from the date of permit approval which is January 9, 2025, unless an extension is filed with County of Monterey HCD – Planning at least 30 days prior to the expiration of the permit. Approval of this Use Permit is limited to 7 years to provide an adequate, on-going review of the approved use of the Residential Property as a Commercial Vacation Rental.

The owner/operator shall file an application for extension of the permit in accordance with the Monterey County Code Title 21 Sections 21.74.110 and 21.64.290.F.12.b. The appropriate authority to consider this extension shall be the Zoning Administrator. This subsequent review will ensure: 1) the use continues to meet the standards of Monterey County Code Title 21; 2) that the nature and character of the neighborhood has not changed so as to cause the use of a Residential Property as a Commercial Vacation Rental to be detrimental to the area; and 3) an opportunity for Planning staff's review for ongoing compliance with the Use Permit's conditions of approval.

Compliance or Monitoring Action to be Performed: The applicant shall commence and operate the authorized use in accordance with County codes and State regulations and to the satisfaction of the HCD-Chief of Planning. Any request for a Use Permit extension must be received by HCD-Planning at least 30 days prior to the expiration date.

5. PD010 - SIGNAGE FOR ADEQUATE EMERGENCY RESPONSE TIME

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: To protect the occupants of the Commercial Vacation Rental, applicants must demonstrate and post in the Informational Interior Signage that the response times for County emergency services for fire and emergency medical will be adequate pursuant to the 2010 County of Monterey General Plan Safety Element Policy PS-1.1 and Table PS-1. (Monterey County Code Title 21 Section 21.64.290.F.5).

Compliance or Monitoring Action to be Performed: On an on-going basis the applicant shall notify occupants of the Commercial Vacation Rental of the average response time for emergency fire and medical services and describe the onsite fire protection systems. This information shall be provided to all occupants in the Informational Interior Signage and shall satisfy all requirements pursuant to Monterey County Code Title 7 Section 7.120.040.L.

6. PD018 - BUSINESS LICENSE REGISTRATION

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: Pursuant to Monterey County Code Title 7 Section 7.02.060.C, Owner/Operator is required to obtain a business license from the County of Monterey Treasurer-Tax Collector. This business license shall be active and renewed annually for the term of this Use Permit.

Compliance or Monitoring Action to be Performed: Prior to the commencement of use and on an annual basis, the Owner/Operator shall provide proof that the property has been registered with the Monterey County Treasurer-Tax Collector.

7. PD031 - VACATION RENTAL OPERATION LICENSE

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: Pursuant to Monterey County Code Title 7 Chapter 7.120, applicants are required to obtain a Vacation Rental Operation License from the County of Monterey HCD. This Vacation Rental Operation License shall be active and renewed annually for the term of this Use Permit.

Compliance or Monitoring Action to be Performed: Prior to the commencement of use, HCD will issue the applicant a Vacation Rental Operation License.

8. PD053 - TOT Registration

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: Pursuant to Monterey County Code Title 7 Section 7.120.040.C, Owner/Operator is required to register for Transient Occupancy Tax (TOT) with the County of Monterey Treasurer Tax Collector. The applicant's Transient Occupancy Tax Certificate shall be active for the term of this Use Permit.

Compliance or Monitoring Action to be Performed: Prior to the commencement of use and on a quarterly basis, the Owner/Operator shall pay Transient Occupancy Tax to the County of Monterey Treasurer-Tax Collector pursuant to Monterey County Code Title 5 Chapter 5.40.

9. CC01 INDEMNIFICATION AGREEMENT

Responsible Department: County Counsel-Risk Management

Condition/Mitigation Monitoring Measure: Owner/Applicant 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 and/or its agents, officers, and/or employees from any claim, action, or proceeding against the County and/or its agents, officers, and/or employees to attack, set aside, void, or annul this approval and/or related subsequent approvals, including, but not limited to, design approvals, which action is brought within the time provided for under law. Owner/Applicant shall reimburse the County for any court costs and attorney's fees that the County may be required by a court to pay as a result of such action.

The County shall notify Owner/Applicant of any such claim, action, and/or proceeding as expeditiously as possible. The County may, at its sole discretion, participate in the defense of such action. However, such participation shall not relieve Owner/Applicant of his/her/its obligations under this condition. Regardless, the County shall cooperate fully in defense of the claim, action, and/or proceeding.

Owner/Applicant shall execute and cause to be notarized an agreement to this effect concurrent with the issuance of building permits, use of the property, filing of the final map, recordation of the certificates of compliance, or demand of the County Counsel's office, whichever occurs first and as applicable. Owner/Applicant shall submit such signed and notarized Indemnification Agreement to Housing and Community Development – Planning for the County's review and signatures.(County Counsel-Risk Management)

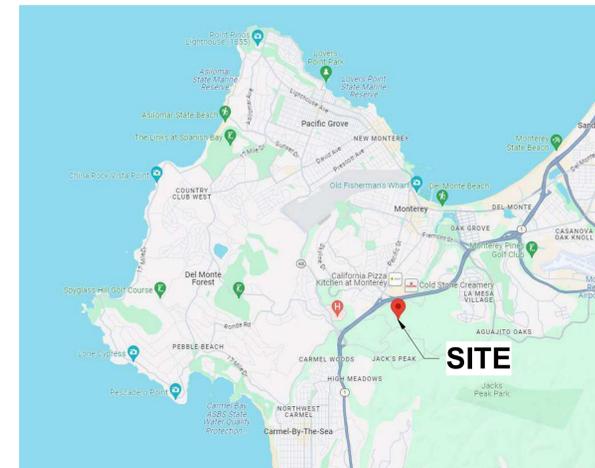
Compliance or Monitoring Action to be Performed: Upon demand of County Counsel or concurrent with the issuance of building permits, use of the property, recording of the final/parcel map, or recordation of Certificates of Compliance, whichever occurs first and as applicable, the Owner/Applicant shall 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

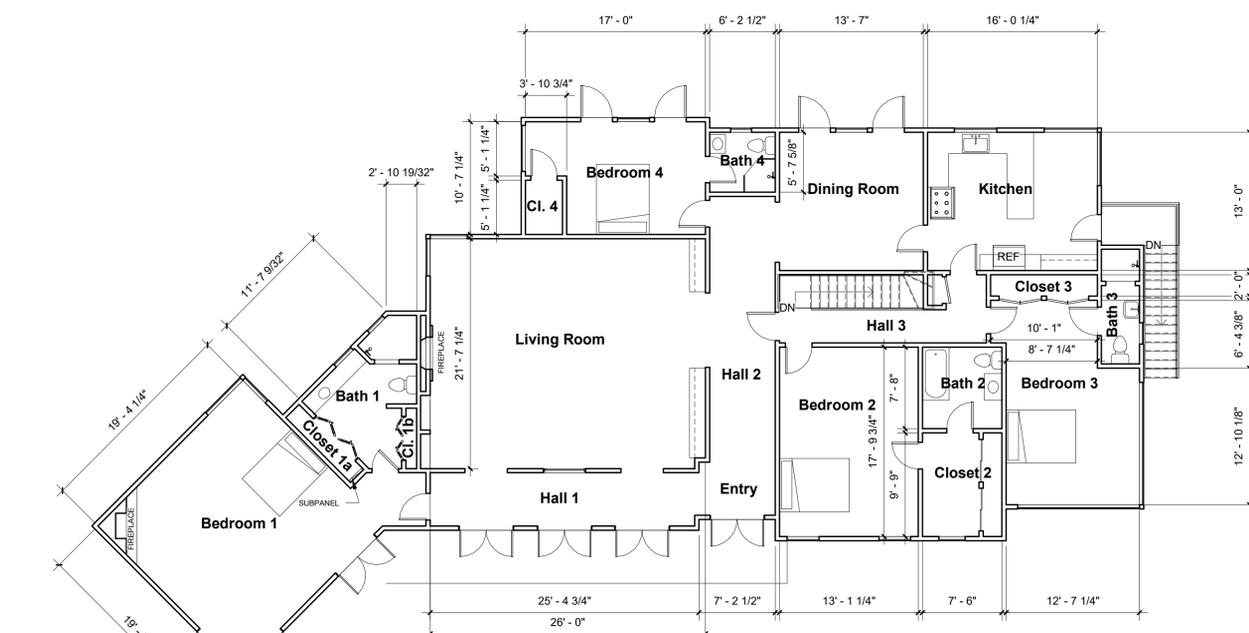
Project Summary Table (revised 12/5/2024)

Address:	584 Viejo Rd Carmel, CA 93923
Assessor's Parcel Number:	103-021-004-000
Land use designation:	Residential-Rural density 5 acres+/Unit
Zoning designation:	RDR/5.1-UR-D-S
Coastal zone:	No
Archeology Report:	No
Existing lot coverage:	2.26%
Required & proposed parking coverage:	Room for 10 Cars in driveway and garage
Sewage type:	Septic 1960 permit
Water provider:	California American Water
Commercial Vacation Rental:	Rent unlimited times per year
Max. rental days per year :	365
Residents occupying home during the transient rental use use:	No
Max. number of occupants during rental use:	10
Max. number of employees anticipated:	2
Occupancy classification of existing buildings:	Residential-Rural density 5 acres+/Unit
Closest fire station:	Cypress FDP, CAL FIRE Carmel Hill Fire Station-4180 17 Mile Dr, Pebble Beach, CA 93953
Water source for fire protection:	Water hose
Safety and Emergency information/Plan:	included and part of booklet on dining room table
Vacation Rental rules:	attached and part of booklet on dining room table

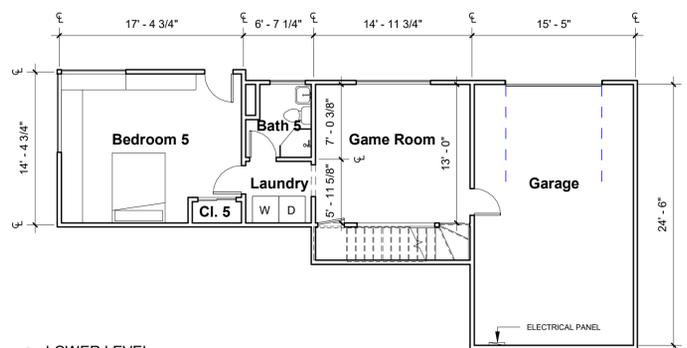
Room Schedule	
Name	Area
Bedroom 2	233 SF
Bedroom 3	223 SF
Bedroom 4	150 SF
Bedroom 5	226 SF
Closet 1a	15 SF
Closet 1b	6 SF
Closet 2	71 SF
Closet 3	20 SF
Closet 4	18 SF
Closet 5	11 SF
Bath 1	73 SF
Bath 2	58 SF
Bath 3	38 SF
Bath 4	35 SF
Bath 5	38 SF
Dining Room	177 SF
Game Room	236 SF
Kitchen	208 SF
Laundry	36 SF
Living Room	566 SF
Bedroom 1	396 SF
Entry	38 SF
Hall 1	128 SF
Hall 2	160 SF
Hall 3	73 SF
Garage	368 SF



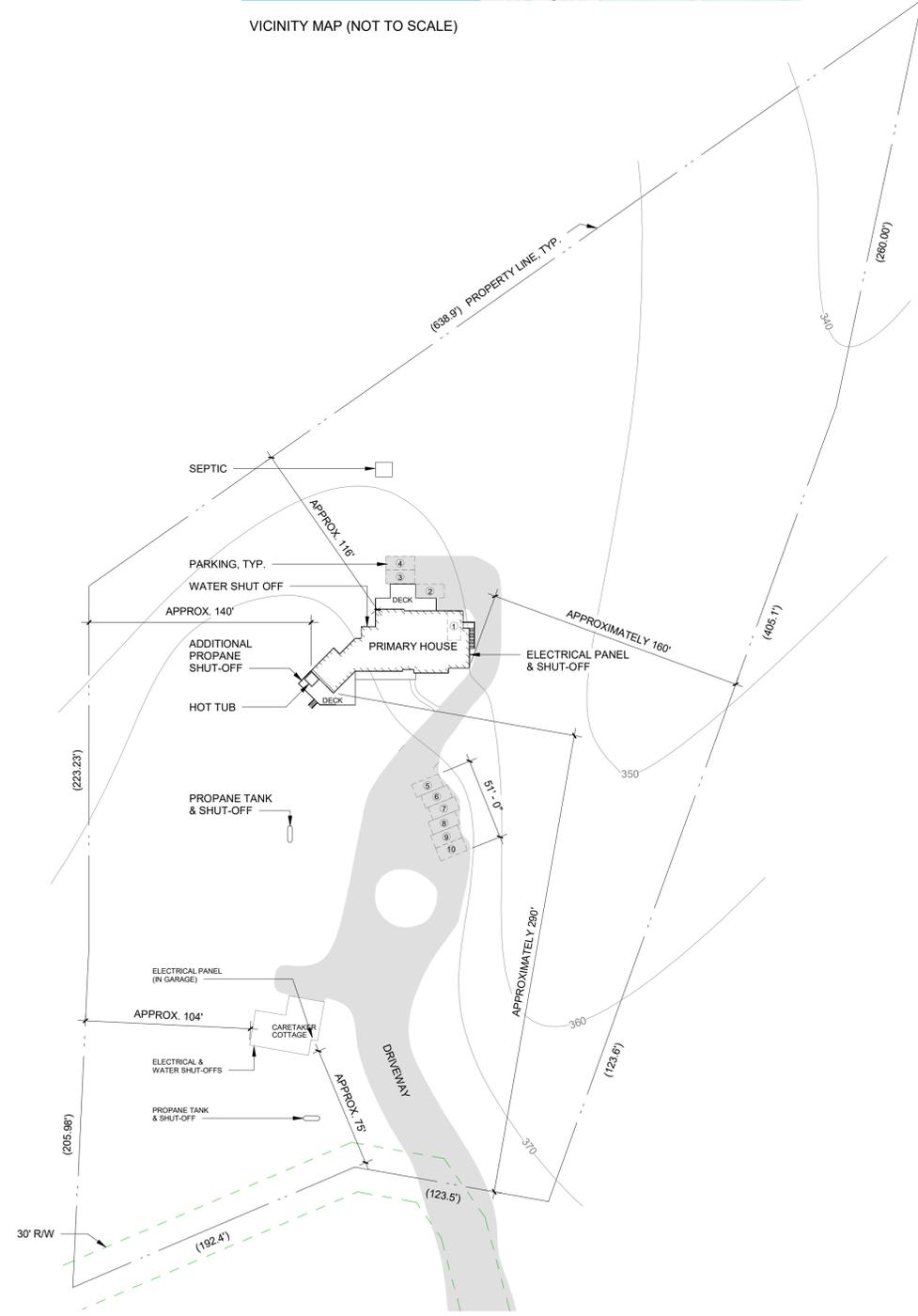
VICINITY MAP (NOT TO SCALE)



③ LEVEL 1
1/8" = 1'-0"



① LOWER LEVEL
1/8" = 1'-0"



② SITE PLAN
1" = 50'-0"



William Fisher Architecture, Inc.
 (831) 457-0246, MODERN-ARCHITECTURE.COM
 BILL@MODERN-ARCHITECTURE.COM
 MAILING:
 P.O. BOX 8
 303 POTRERO ST., BLDG. 42, SUITE 102
 SANTA CRUZ, CALIFORNIA 95060

SITE PLAN

COMMERCIAL VACATION RENTAL
 HUGHES
 584 VIEJO ROAD
 CARMEL, CA 93923
 APN: 103-021-004-000

REV. NO.	DATE	DESCRIPTION

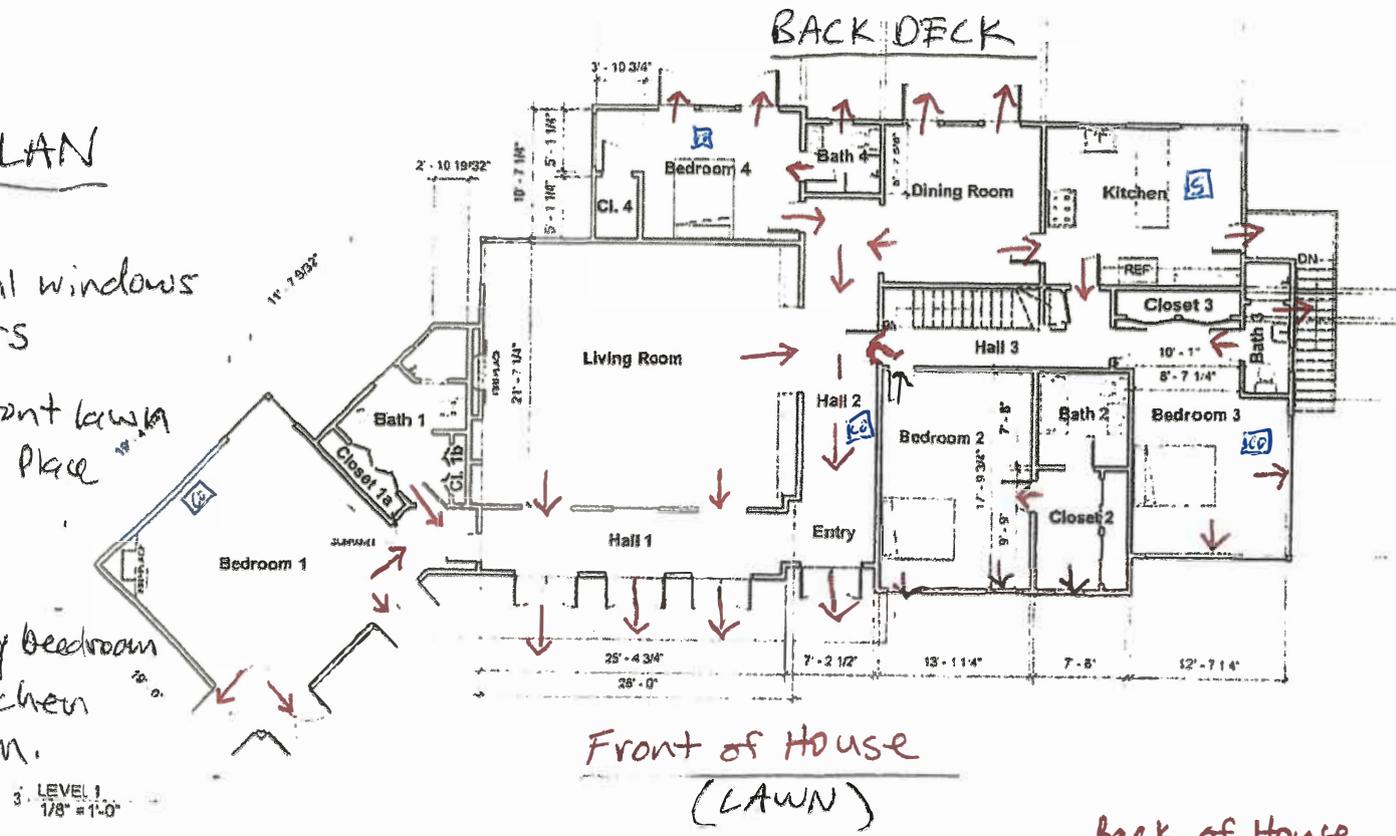
584 Viejo Rd Room Schedule

(small scale table located on Site Plan)

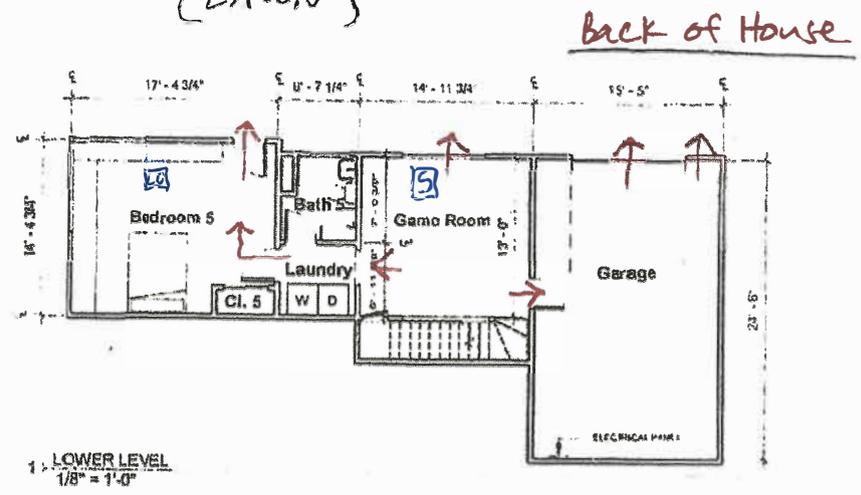
Name	Area
Bedroom 2	233 SF
Bedroom 3	223 SF
Bedroom 4	159 SF
Bedroom 5	226 SF
Closet 1a	15 SF
Closet 1b	6 SF
Closet 2	71 SF
Closet 3	20 SF
Closet 4	18 SF
Closet 5	11 SF
Bath 1	73 SF
Bath 2	58 SF
Bath 3	38 SF
Bath 4	35 SF
Bath 5	38 SF
Dining Room	177 SF
Game Room	236 SF
Kitchen	208 SF
Laundry	36 SF
Living Room	566 SF
Bedroom 1	396 SF
Entry	38 SF
Hall 1	128 SF
Hall 2	160 SF
Hall 3	73 SF
Garage	368 SF
HOUSE TOTAL SF	3610 SF

FIRE SAFETY PLAN

- All bedrooms have multiple windows and in many cases doors
- After exiting meet on Front lawn for safe meeting place
- ADT Fire Alarm active
- Smoke detectors in every bedroom
- Fire extinguishers in kitchen and master bedroom.



[CO] Carbon monoxide/Smoke Detector
[S] Smoke Detector



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County of Monterey Housing and Community Development



Planning - Building - Housing
1441 Schilling Place, South 2nd Floor
Salinas, California 93901-4527
(831) 755-5025

Vacation Rental Operations Plan PLN 230072 - 584 Viejo Rd - Carmel, CA 93923 - Hughes

Vacation Rental Type

Number of Non-hosted Rentals Per Year:

198 characters

Fire Station Name and Address

Street Number and Name

City

State/Province/Region

Postal/ZIP Code

Fire Station Phone

Police Station Name and Address

Street Number and Name

City

State/Province/Region

Postal/ZIP Code

Police Station Phone

Hospital Emergency Room Name and Address

Street Number and Name

City

State/Province/Region

Postal/ZIP Code

Hospital Phone

24-hour Clinic Name and Address

Street Number and Name

City

State/Province/Region

Postal/ZIP Code

24-hour Clinic Phone

(831) 634-5211

Number of employees who will maintain the Vacation Rental (such as landscape services, housekeeping services, management services, etc.):

3

199 characters

Submit the following documents: Required documents listed below have been submitted to Planner and loaded in Accela

- Evacuation Maps. ✓
- Most recent bill for waste services. ✓
- Most recent bill for public sewer services. ✓
- Most recent water bill or water test. ✓
- On-site Parking Plan (if not included as a part of the Site Plan or Floor Plan). ✓

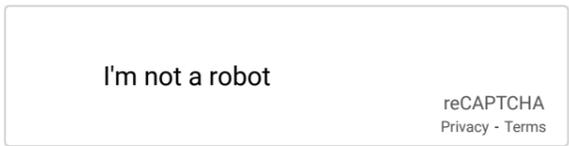
NOTE: Upon completion, please click the "Print Form" button and save this form to your computer as a PDF and upload it into your [Accela Citizen Access](#) account. Upon entering your email address and clicking "Submit", you will receive an emailed confirmation of your form.

Completion of this form does not start the application process, all necessary forms must be uploaded to your Accela account.

If you chose another language, completed this form, and would like to save a copy of this form in that language, please click the "Print Form" button and save this form as a PDF before clicking "Submit".

To receive a copy of your submission, please fill out your email address below and submit.

Email Address



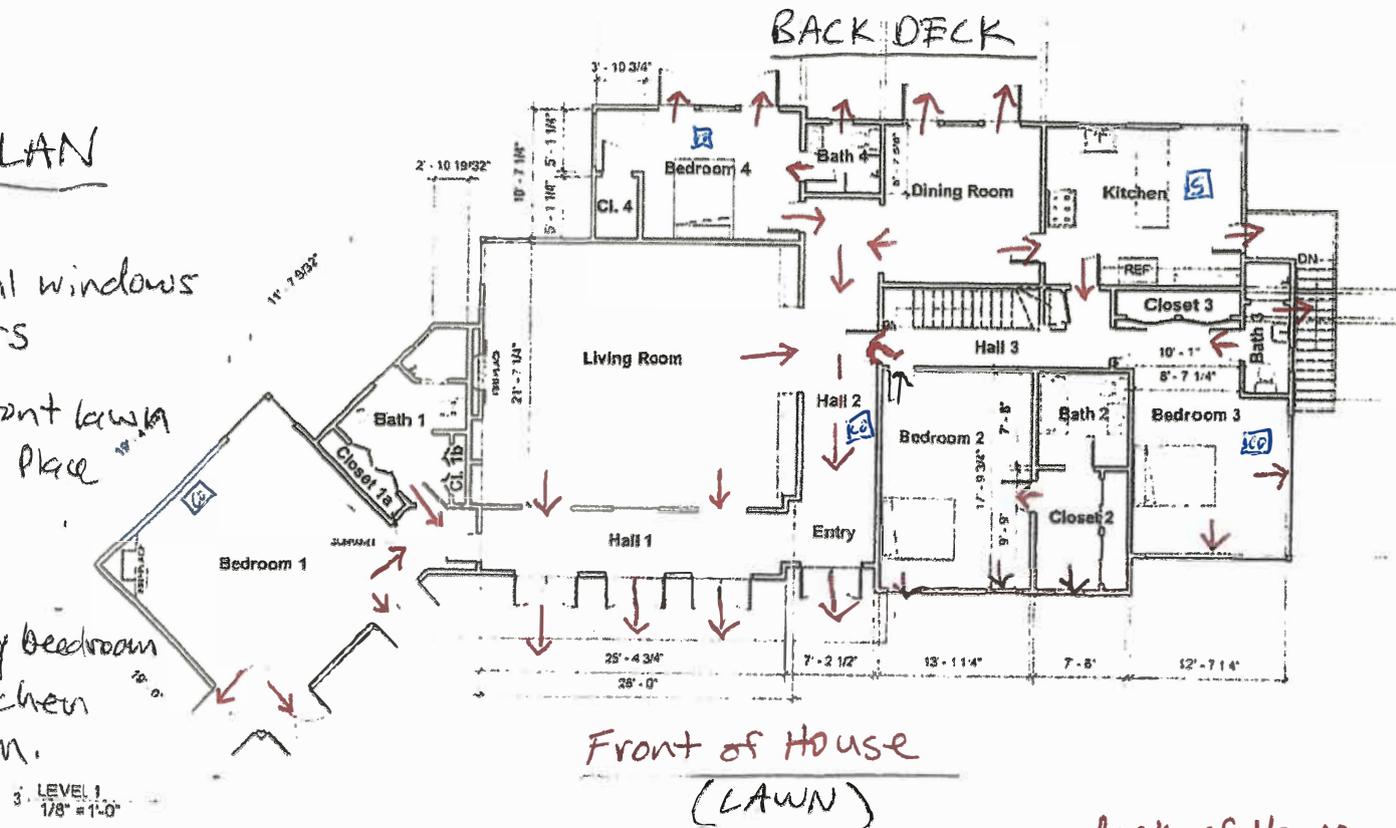
[Print Form](#)

[Review](#)

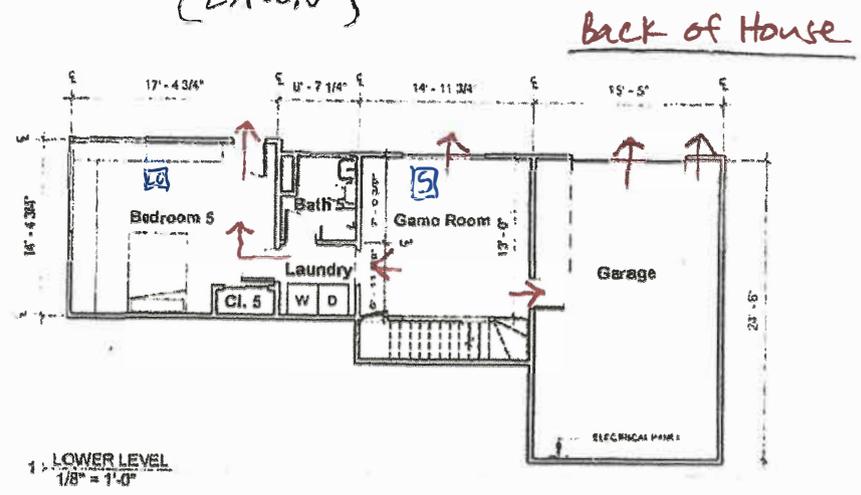
[Submit](#)

FIRE SAFETY PLAN

- All bedrooms have multiple windows and in many cases doors
- After exiting meet on Front lawn for safe meeting place
- ADT Fire Alarm active
- Smoke detectors in every bedroom
- Fire extinguishers in kitchen and master bedroom.



[CO] Carbon monoxide/Smoke Detector
[S] Smoke Detector



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HOUSING AND COMMUNITY DEVELOPMENT

[Announcements](#)
[Development Services](#)
[Planning Services](#)
[Permit Center](#)
[GIS / Maps](#)
[About Us](#)


Vacation Rental Home Inspection Checklist

Property Information

- Have your Vacation Rental Operation Application number ready.
- Vacation Rental Address and Unit/Suite/Apt # 584 Viejo Rd Carmel Ca
- Total number of bedrooms 5
- Total number of onsite parking spaces (e.g. garage, driveway) 10

Interior Inspection

- Beds are located in all Bedrooms with proper clearance (7.6 feet high) and egress (one operable window or door in addition to entry). Egress window/door requirements: Min size 5.6 Sq. Ft., min width 20", min height 24", max sill off floor 44".
- Every sleeping room has a functional smoke alarm.
- Every hallway with a sleeping room has a functional smoke alarm. Every floor has a functional carbon monoxide alarm.
- All built-in kitchen appliances operate properly and space for food storage, preparation, and serving are in good and safe condition. All electrical outlets in kitchen and bathrooms are Ground Fault Circuit Interrupter (GFCI) protected.
- Water heater is properly strapped, adequately vented, and temperature and pressure relief valves are drained to outside. *- Term in garage - See notes*
- Other heating equipment is in safe operating condition and placed in an approved location..
- There is at least one readily accessible class A fire extinguisher located in the home that has been serviced annually by a certified fire extinguisher company.
- The building conforms to the applicable state building and fire codes at the time the building was constructed.

Exterior Inspection

- There is no evidence of infestation, garbage, and debris at the site.
- The property has active garbage pick-up service.
- If a garage is present, it is only used as a garage and only non-combustible flooring exists. Driveway, if present, is open and accessible to vehicles.
- Property is in an overall safe and sanitary condition.
- Water heater is properly strapped, adequately vented, and temperature and valves are drained to outside. Other heating equipment is in safe operating condition and placed in an approved location. *See notes below*

Home Inspection Results

- Passed
- Failed

Remarks/Observations:

The TPR pipes on both water heaters terminated near the floor next to the units. These terminations are permitted per current code. One was in the garage- the other in the basement near a floor drain.

Home Inspector Certification

Under penalty of perjury, the undersigned certifies that the information on this form is based on an actual site inspection of the property and is complete and accurate.

10/12/24, 2:11 PM

Christopher McDougall
Apex Home Inspection Checklist | County of Monterey, CA

Home Inspector Name &
Acknowledgement

Apex Home Inspection Inc.

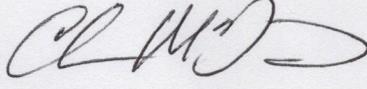
License/Certification # (Submit a
Copy)

ASHI # 247704

Date

October 15th 2024

Click 'Print' at the top of this page and save as a PDF.





EE 18759
[Signature]
(SIGNATURE)

CALIFORNIA FIRE PROTECTION, INC.
613 Ortiz Ave Suite B
Sand City, CA 93955
831-620-1551

ANNUAL MAINTENANCE PERFORMED

NEW EXTINGUISHER

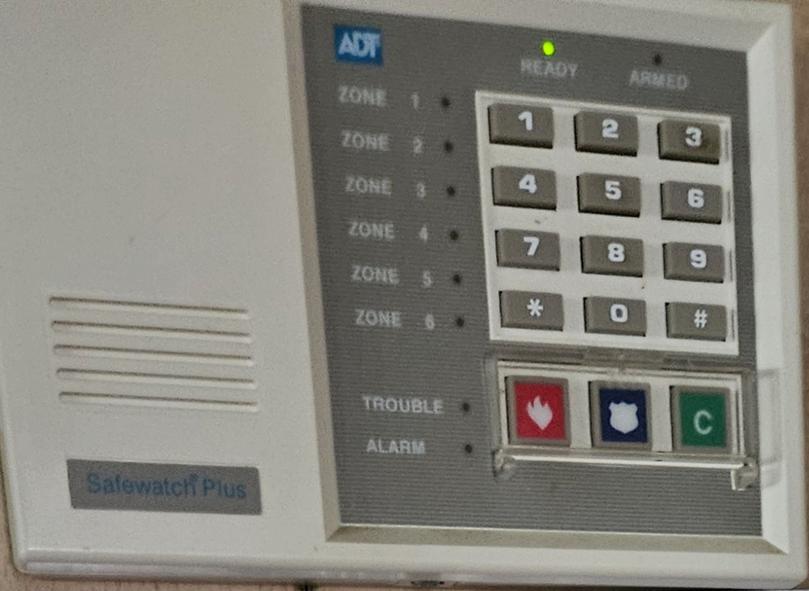
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28	13
29	14
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31	

DEC	2027
NOV	
OCT	2026
SEP	
AUG	
JUL	2025
JUN	
MAY	
APR	2024
MAR	
FEB	
JAN	2023

1. PULL
2. AIM
3. SQUEEZE



SAFETY



POST THIS CERTIFICATE IN A CONSPICUOUS PLACE ON THE PREMISES

COUNTY OF MONTEREY
TRANSIENT OCCUPANCY REGISTRATION CERTIFICATE
ORDINANCE NUMBER 1404

CERTIFICATE NO. 349

REFER TO ABOVE CERTIFICATE NUMBER IN ALL CORRESPONDENCE

Date: July 10, 2013

This Transient Occupancy Registration Certificate signifies that the person named on the face hereof has fulfilled the requirements of the Uniform Transient Occupancy Tax Ordinance by registering with the Tax Collector for the purpose of collecting from transients the Transient Occupancy Tax, and remitting said tax to the Tax Collector. This certificate does not authorize any person to conduct any unlawful business, or conduct any lawful business in an unlawful manner, nor to operate a Hotel without strictly complying with all local applicable laws, including but not limited to those requiring a permit from any Board, Commission, Department or office of this County. This certificate does not constitute a permit to operate. This certificate becomes void upon any change of ownership or location whatsoever.

This listed Business is hereby authorized pursuant to Monterey County Ordinance Number 1404, to collect the Transient Occupancy Tax imposed thereby for the benefit of the County Tax Collector.

MARY A. ZEEB - TREASURER - TAX COLLECTOR

By: _____
Deputy Tax Collector

John Hughes
1000 Viejo Rd
Carmel, CA 93923

