

Exhibit A

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DRAFT RESOLUTION

Before the Housing and Community Development Zoning Administrator in and for the County of Monterey, State of California

In the matter of the application of:

MASON JOHN E & CHERYL L TRS (PLN250211)

RESOLUTION NO. ----

Resolution by the County of Monterey Zoning
Administrator:

- 1) Finding that the project qualifies for a Class 4 Categorical Exemption pursuant to CEQA Guidelines Section 15301; and
- 2) Approving a Commercial Vacation Rental to allow the use of residential property for transient lodging for a period of 30 calendar days or fewer.

[PLN250211 JOHN E & CHERYL L TRS, 789
Salinas Monterey Highway, Salinas, Toro Area Plan
(APN: 161-641-005-000)]

The MASON JOHN E & CHERYL L TRS application (PLN250211) came on for a public hearing before the County of Monterey Zoning Administrator on February 12th, 2026. 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 Monterey County General Plan (General Plan);
 - Toro Area Plan (TAP);
 - Monterey County Code Chapter 7.120; and
 - Monterey County Zoning Ordinance (Title 21).No conflicts were found to exist. No communication was received during the course of review of the project indicating any inconsistencies with the text, policies, and regulations in these documents.
- b) **Project Scope.** The project is located at 789 Salinas Monterey Highway, a scenic highway, in Salinas subject to the Toro Area Plan. The site is developed with an existing 3,096 square foot single-family dwelling and Accessory Dwelling Unit. The application does not include the Accessory Dwelling Unit. On July 18th, 2025, the applicant submitted an application seeking to use their single-family dwelling located in a residentially developed neighborhood as a Commercial Vacation Rental.
- c) **Allowed Use.** The property is located at 789 Salinas Monterey Highway

in Salinas, Toro Area Plan (Assessor's Parcel Number: 161-641-005-000). The subject parcel is zoned Low Density Residential, 1 acre per unit with a Visual Sensitivity overlay and a structure height limit of 20 feet, or "LDR/1-VS (20')". Title 21 Section 21.14.050.EE allows for the Commercial Vacation Rental use subject to the granting of a Use Permit. Title 21 Section 21.64.290.F establishes the regulations for a property operating as a Commercial Vacation Rental on such property for transient lodging for a period of 30 calendar days or fewer. Therefore, the proposed use is allowable.

- d) Lot Legality. The subject property (1.689 acres in size), APN: 161-641-005-000, is identified as "Parcel A" on a Record of Survey recorded to recognize a road and utility right-of-way, recorded on July 14th, 1967, Volume X-4 of Surveys Page 132. Therefore, the County recognizes this lot as a legal lot of record.
- e) Land Use Advisory Committee (LUAC). This project was not referred to the Toro LUAC 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.
- f) 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.
- g) 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.
- h) 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.
- i) 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. The subject property is within 4-15 minutes of structural coverage from the Monterey County Regional Fire Station and Salinas Valley Health

Medical Center, which provide 24-hour emergency medical and fire response services 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 designated Property Manager for the Commercial Vacation Rental will be the owner, John Mason, who will reside at 791 Monterey Salinas Highway, Salinas, CA 93908, the Accessory Dwelling Unit on the subject property which is less than 30 minutes away. The contact information is included as required in the informational signage that must be posted within six feet of the front door.

- j) 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
- k) 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 (APN: 420-262-030-000).
- l) Ownership Interest in One Commercial Vacation Rental in the Unincorporated Monterey County. The trustees 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
- m) Access. The property is accessed through a privately owned easement from Salinas Monterey Highway, a scenic highway, and pursuant to Title 21 Section 21.64.290.F.4, the subject property must comply with Title 16 Chapter 16.80, which regulates private roads in Monterey County. Additionally, the property is accessed through a private easement that traverses over neighboring properties. The access easement serves a total of 5 adjacent properties including the subject property for the commercial vacation rental. A private road maintenance agreement was not found on file; therefore this application would be considered a Tier 1 as defined in Chapter 16.80. Property owners with access through the private road have been notified of the proposed project on January 29, 2026. No comments or objectives have been received and no further documentation or condition is required of the applicant.
- n) The application, project plans, and related support materials submitted by the project applicant to County of Monterey HCD-Planning found in Project File PLN250211.

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, and Environmental Health

Bureau. 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 County of Monterey HCD-Planning found in Project File PLN250211.

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 and 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) Necessary infrastructure is in place to serve the use, as discussed in the evidence below.
c) The property has road access to Salinas Monterey Highway, a scenic highway, through a road easement. No alterations to this driveway or access are required for the use (see evidence “n” in Finding 1).
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 21, 2022, and was subsequently deemed complete on April 4, 2023. Based on the evidence provided, EHB found that the OWTS was in good working order and functioning properly and that the system was installed in the form and manner as required by the County, satisfying the requirements of Title 21 section 21.64.290.F.8-9.
e) Potable water is served by a private well and is treated quarterly and inspected annually by EHB.
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 County of Monterey HCD-Planning found in Project File PLN250211.

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 County of Monterey HCD-Planning and HCD-Building Services records and is not aware of any violations existing on subject property.

b) The application, project plans, and related support materials submitted by the project applicant to County of Monterey HCD-Planning found in Project File PLN250211.

5. 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 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 maximum allowed for the Toro Area Plan is 173. This application is the 2nd approved. 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 Salinas Monterey Highway 68, which is approximately miles southeast of the property, as Salinas Monterey Highway 68 is the project site’s existing access road that is accessed through an easement through a shared dirt road on a neighboring parcel. However, the property is visible from Highway 68 for less than one second due to distance and intervening vegetation. 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) See supporting Finding Nos. 1 and 2. The application, project plans, and related support materials submitted by the project applicant to County of Monterey HCD-Planning found in Project File PLN250211.

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 the Planning Commission is the Appeal Authority to consider appeals from the discretionary decisions of the Zoning Administrator.

DECISION

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

1. Find the project qualifies for a Class 1 Categorical Exemption pursuant to CEQA Guidelines Section 15301;
2. Approve the 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.

All of which are in general conformance with the attached sketch and subject to the attached conditions, all being attached hereto and incorporated herein by reference.

PASSED AND ADOPTED this 12th day of February 2026.

Mike Novo, AICP
Zoning Administrator

COPY OF THIS DECISION MAILED TO APPLICANT ON DATE

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 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.

NOTES

1. You will need a building permit and must comply with the Monterey County Building Ordinance in every respect.

Additionally, the Zoning Ordinance provides that no building permit shall be issued, nor any use conducted, otherwise than in accordance with the conditions and terms of the permit granted or

until ten days after the mailing of notice of the granting of the permit by the appropriate authority, or after granting of the permit by the Board of Supervisors in the event of appeal.

Do not start any construction or occupy any building until you have obtained the necessary permits and use clearances from Monterey County HCD-Planning and HCD-Building Services Department office in Salinas.

2. This permit expires 3 years after the above date of granting thereof unless construction or use is started within this period.

Form Rev. 1-27-2021

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County of Monterey HCD Planning

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

PLN250211

1. PD001 - SPECIFIC USES ONLY

Responsible Department: Planning

Condition/Mitigation Monitoring Measure: This Use permit (PLN250211) allows Commercial Vacation Rental Operation License to allow the use of residential property for transient lodging for a period of 30 calendar days or fewer. The property is located at 789 Salinas Monterey Highway, Salinas (Assessor's Parcel Number 161-641-005-000), Toro Area 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 on-going 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 Use Permit (Resolution Number _____) was approved by the Zoning Administrator for Assessor's Parcel Number 161-641-005-000 on February 12th, 2026. The permit was granted subject to 8 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. 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 be rented for only 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 February 12th, 2026, 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.
Compliance or Monitoring Action to be Performed:	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.

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 Monterey County Treasurer-Tax Collector pursuant to Monterey County Code Title 5 Chapter 5.40.

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To
SALINAS

MONTEREY - SALINAS HLY.

520

TD
MTHRY

310

300.21

1989, 58

HILLTOP HOUSE VR250094
EVACUATION ROUTE

NOT PART
OF RENTAL

276.18

161.24

345

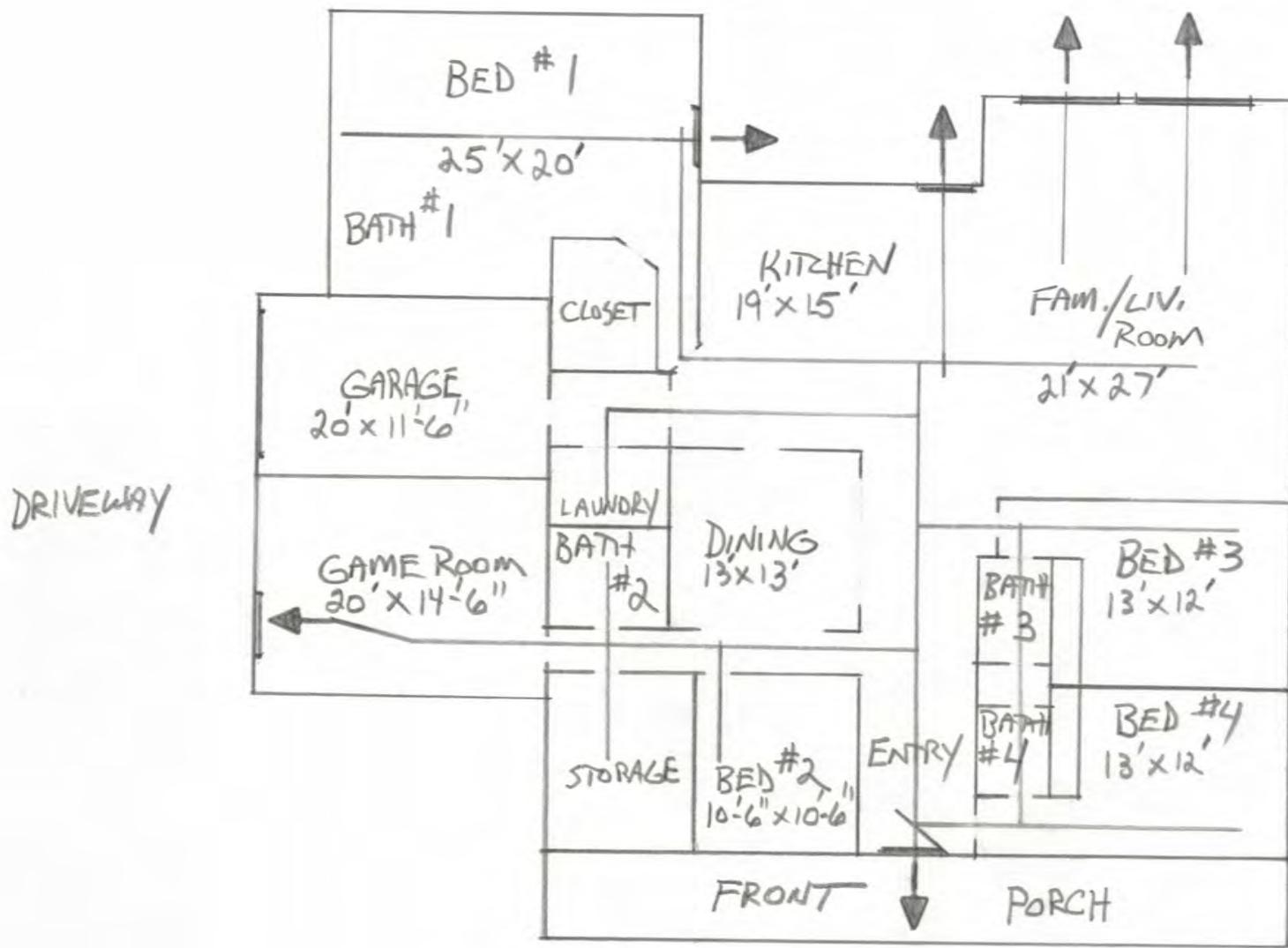
A hand-drawn sketch of a property layout. The sketch includes the following labeled areas:

- 161.24' (at the top center)
- 276.18' (on the left side)
- ADU (in a box at the bottom)
- Garage (in a box at the bottom)
- Garage (in a box at the top right)
- DRIVEWAY (curved line)
- ESCAPE ROUTE (vertical line)
- HILLTOP HOUSE (in a box)
- 789 MONTEREY (in a box)
- MONTEPINHOT HILL (in a box)
- ST PART RENTAL (vertical line)

There are also several unlabeled irregular shapes representing property boundaries and a central area.

SITE PLAN VR 250094 PLN 250211
EVACUATION Route APN 161-641-005

BACKYARD



EVACUATION
MAP EXIT



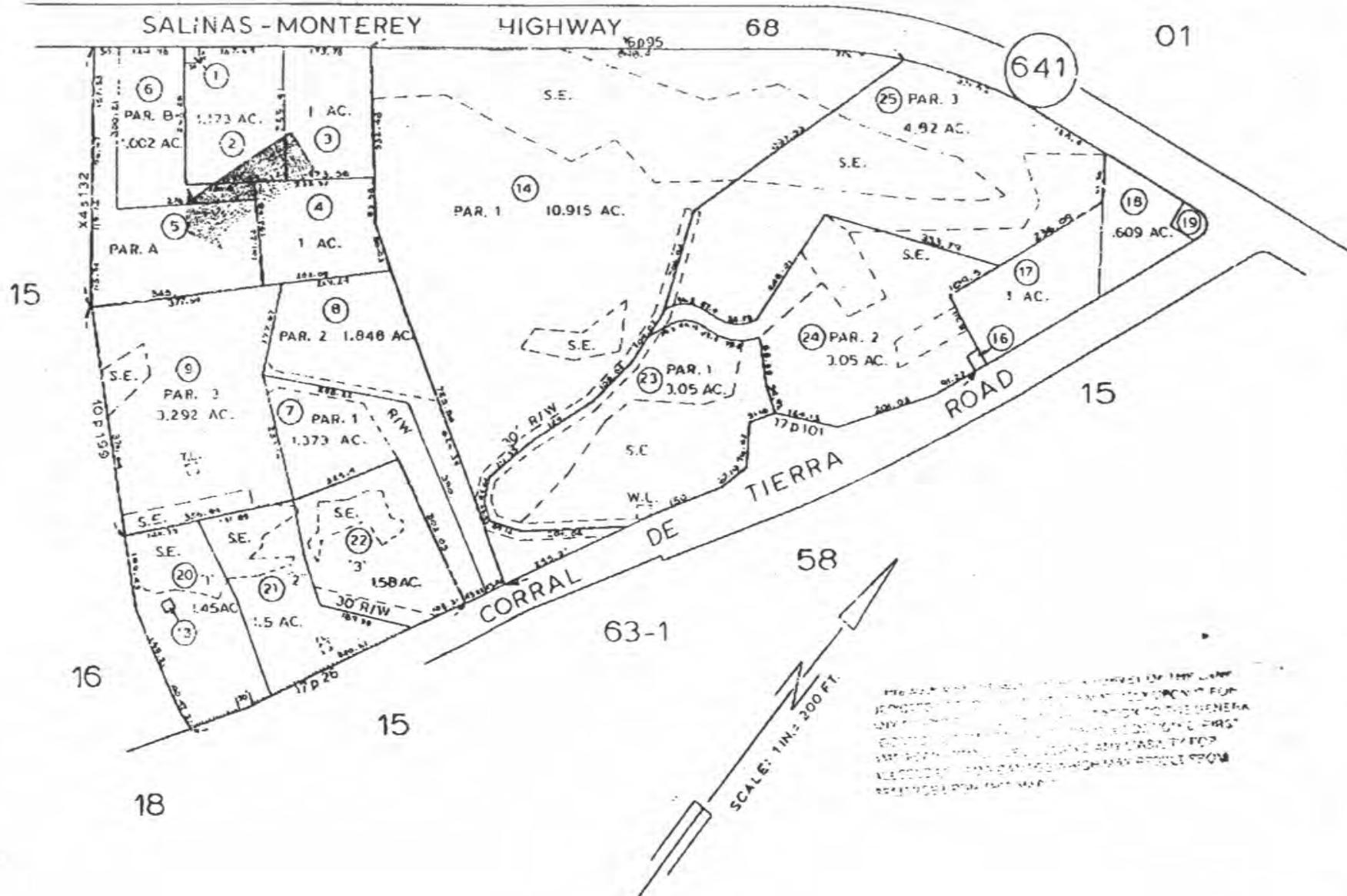
ROUTE

HILLTOP HOUSE
789 MONTEREY-
SALINAS HWY.

VR 250094
PLN 250211

DRIVEWAY

01



JUDGE → DE GREGORIO, TYLER →
KOTZEL, HOFFMAN (2011)

KOTEL/HOFFMANN (2019)

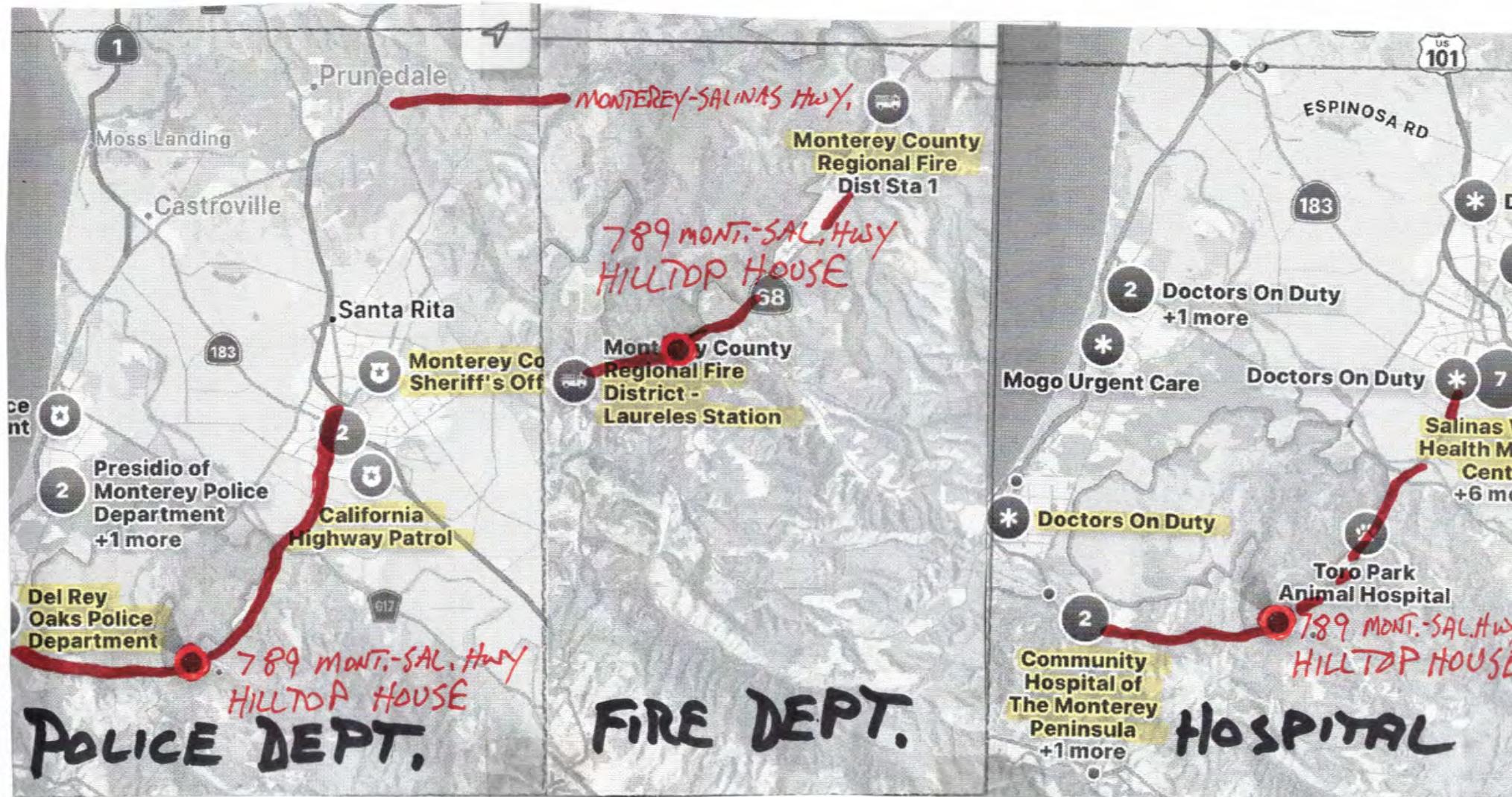
judge AGUANO

4/26/2023
+ Names
Linda Millerick
751 Monterey Salinas Hwy
Salinas, CA 93908-8953

Linda Millerick
751 Monterey Salinas Hwy
Salinas, CA 93908-8953

This Diagram is not a Survey of the Land, and is furnished for reference only:

May 2





HOUSING AND COMMUNITY DEVELOPMENT

[Announcements](#)
[Development Services](#)
[Planning Services](#)
[Permit Center](#)
[GIS / Maps](#)
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[Vacation Rental Operations Plan](#)

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](#)

Vacation Rental Type

COMMERCIAL VACATION RENTAL

Number of Non-hosted Rentals Per Year:

UNLIMITED

200 characters

Fire Station Name and Address

31 LAURELES GRADE RD. MCRFD - LAURELES STATION

Street Number and Name

SALINAS

City

CA.

State/Province/Region

93908

Postal/ZIP Code

Fire Station Phone

831-484-1197

Police Station Name and Address

DEL REY OAKS POLICE DEPT.

Street Number and Name

650 CANYON DEL REY BLVD

State/Province/Region

93940

Postal/ZIP Code

Police Station Phone

831-375-8525

Hospital Emergency Room Name and Address

SALINAS VALLEY MEMORIAL

Street Number and Name

CA.

State/Province/Region

450 E. ROMIE LN.

City

SALINAS

93901

Postal/ZIP Code

Hospital Phone**24-hour Clinic Name and Address**

Street Number and Name

<input type="text"/>	<input type="text"/>
City	State/Province/Region
<input type="text"/>	

Postal/ZIP Code

24-hour Clinic Phone**Number of employees who will maintain the Vacation Rental (such as landscape services, housekeeping services, management services, etc.):**

200 characters

Submit the following documents:

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

I'm not a robot

reCAPTCHA
Privacy + Terms

[Review](#)[Print Form](#)

1441 Schilling Place

South 2nd Floor

Salinas, CA 93901

831-755-5025

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