



County of Monterey

Item No.2

Zoning Administrator

Legistar File Number: ZA 25-050

September 25, 2025

Introduced: 9/16/2025

Current Status: Agenda Ready

Version: 1

Matter Type: Zoning Administrator

PLN250009 - RC PROPERTIES LEASING LLC

Public hearing to consider exterior color and material changes, construction of a 1,450 square foot addition and tenant improvements to an existing 3,028 square foot single-story office building, construction of a 1,495 square foot attached garage, and associated site improvements, including relocating existing parking stalls.

Project Location: 22370 Portola Drive, Salinas.

Proposed CEQA action: Categorically Exempt pursuant to CEQA Guidelines Section 15301, and there are no exceptions pursuant to Section 15300.2

RECOMMENDATIONS

It is recommended that the Zoning Administrator adopt a resolution to:

- 1) Find that the project qualifies as a Class 1 Categorical Exemption pursuant to Section 15301 of the CEQA Guidelines and there are no exceptions pursuant to Section 15300.2; and
- 2) Approve a Design Approval to allow exterior color and material changes, construction of a 1,450 square foot addition and tenant improvements to an existing 3,028 square foot single-story office building, construction of a 1,495 square foot attached garage, and associated site improvements, including relocating existing parking stalls.

The attached draft resolution includes findings and evidence for consideration (**Exhibit A**). Staff recommends approval subject to 4 conditions of approval.

PROJECT INFORMATION

Agent: Ismael Magana

Property Owner: Robert Silva

APN: 161-293-004-000

Parcel Size: 16,988 square feet

Zoning: Light Commercial with a Design Control overlay (LC-D)

Plan Area: Toro Area Plan

Flagged and Staked: Yes

Project Planner: Joseph Alameda, Associate Planner, (831)-783-7079

SUMMARY

Staff is recommending approval of a 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. 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: Joseph Alameda, Associate Planner, (831)-783-7079

Reviewed and Approved by: Fionna Jensen, Principal Planner

The following attachments are on file with HCD:

Exhibit A - Draft Resolution, including;

- Conditions of Approval
- Site Plan, Floor Plans, Elevations, and Colors and Materials

Exhibit C - LUAC Minutes

Exhibit D- Vicinity Map

cc: Front Counter Copy; Monterey County Regional Fire Protection District;
HCD-Environmental Services; HCD-Engineering Services; Environmental Health Bureau;
Joseph Alameda, Planner; Fionna Jensen, Principal Planner; Robert Silva, Property Owners;
Ismael Magana, Agent; The Open Monterey Project; LandWatch (Executive Director);
Christina McGinnis, Keep Big Sur Wild; Planning File PLN250009