



# County of Monterey

Item No.2

## Administrative Permit

Legistar File Number: AP 25-040

August 20, 2025

Introduced: 8/11/2025

Current Status: Agenda Ready

Version: 1

Matter Type: Administrative Permit

### **PLN250157 - WARD RICHARD & SARAH TRS**

Administrative hearing for the construction of a 5,230 square foot two-story single-family dwelling, an attached 861 square foot garage, and a detached 806 home office with associated site improvements.

**Project Location:** 23 Vasquez Trail, Carmel

**Proposed CEQA Action:** Find the project Categorically Exempt pursuant to CEQA Guidelines Section 15303(a), and there are no exceptions pursuant to Section 15300.2

### RECOMMENDATION:

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

- a. Find that the project qualifies as a Class 3 Categorical Exemption pursuant to Section 15303 of the CEQA Guidelines, and there are no exceptions pursuant to Section 15300.2; and
- b. Approve an Administrative Permit and Design Approval for the construction 5,230 square foot two-story single-family dwelling, an attached 861 square foot garage, and a detached 806 home office with associated site improvements. Grading to consist of 1,290 cubic yards of excavation and 930 cubic yards of fill. Colors and Materials to consist of Sonoma Limestone building and landscape walls, exterior wood siding, Broadcast Aggregate roof, roof fascia, wall accents and painted sheet metal (dark grey).

The attached draft resolution includes findings and evidence for consideration (**Exhibit A**). Staff recommends approval subject to 3 conditions of approval.

### PROJECT INFORMATION:

**Agent:** Alison Bauer, Central Coast Engineers Inc

**Property Owner:** Richards and Sarah Ward TRS

**APN:** 239-121-010-000

**Parcel Size:** 47.58 acres

**Zoning:** "RC/40--D--S" Resource Conservation/ 40 acres per unit with Design Control and Site Plan Review Overlays

**Plan Area:** Greater Monterey Peninsula

**Flagged and Staked:** Yes

### SUMMARY:

Staff is recommending approval of the Administrative Permit and Design Approval subject to the Findings and Evidence in the Resolution (**Exhibit A**). Please read these carefully and contact the Permit Technician if you have any questions.

On August 20, 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 or its finding, based on a substantive issue, is 5:00 p.m. on August 20, 2025. The permit will be administratively approved the following day, if we do not receive any written comments by deadline. You will receive a copy of your approved permit in the mail. We will notify you as soon possible in the event that we receive correspondence in opposition to your project or if the application is referred to a public hearing.

THIS ADMINISTRATIVE PERMIT IS COMBINED WITH A CONSTRUCTION PERMIT AS A COMBO PERMIT: A PREVIOUSLY CERTIFIED EIR FOR THE SUBDIVISION ANALYZED RESOURCES AND ESTABLISHED BUILDING ENVELOPES ON EACH LOT. THERE IS NO TREE REMOVAL THAT IS DISCRETIONARY, NO ADDITIONAL IMPACTS TO ENVIRONMENTALLY SENSITIVE HABITAT OR DEVELOPMENT ON SLOPES IN EXCESS OF 25% ASSOCIATED WITH THIS PERMIT.

Prepared by: Margarita Ochoa, Permit Technician II

Reviewed and approved by: Elizabeth Gonzales, Permit Center Manager  
gonzalese@countyofmonterey.gov

The following attachments are on file with HCD:

Exhibit A - Draft Resolution including:

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

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.

cc: Front Counter Copy; Monterey County Regional Fire Protection District; HCD-Environmental Services; HCD-Engineering Services; Environmental Health Bureau; Margarita Ochoa, Permit Technician II; Elizabeth Gonzales, Permit Center Manager; Richards and Sarah Ward TRS, Property Owner; Allison Bauer, Agent; The Open Monterey Project; LandWatch (Executive Director); Planning File PLN250157