



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: A 26-035

February 10, 2026

Introduced: 1/27/2026

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

a. Approve a Funding Agreement with Big Sur CG Owner, LLC (PLN240359), to fund the preparation of an environmental evaluation through an Initial Study-Mitigated Negative Declaration and associated fees where the Base Budget is \$30,981, the County Project Management/Contract Administration Fee is \$4,648 (15% of the Base Budget), and the Project Contingency is \$4,648 (15% of the Base Budget) for a not to exceed amount of \$40,276 and a term from execution to August 31, 2026; and

b. Authorize the Director of Housing and Community Development or designee to execute the Funding Agreement with Big Sur CG Owner, LLC, in the amount of \$40,276 and the Professional Services Agreement with Denise Duffy & Associates, Inc., in the amount of \$35,629, and future amendments to the Agreements where the amendments do not significantly alter the scope of work and do not increase the Agreements' amounts of \$40,276 and \$35,629, by more than 10% (\$4,028 and \$3,563, respectively).(DISTRICT 5)

RECOMMENDATION:

It is recommended that the Board of Supervisors:

a. Approve a Funding Agreement with Big Sur CG Owner, LLC (PLN240359), to fund the preparation of an environmental evaluation through an Initial Study-Mitigated Negative Declaration and associated fees where the Base Budget is \$30,981, the County Project Management/Contract Administration Fee is \$4,648 (15% of the Base Budget), and the Project Contingency is \$4,648 (15% of the Base Budget) for a not to exceed amount of \$40,276 and a term from execution to August 31, 2026; and

b. Authorize the Director of Housing and Community Development or designee to execute the Funding Agreement with Big Sur CG Owner, LLC, in the amount of \$40,276 and the Professional Services Agreement with Denise Duffy & Associates, Inc., in the amount of \$35,629, and future amendments to the Agreements where the amendments do not significantly alter the scope of work and do not increase the Agreements' amounts of \$40,276 and \$35,629, by more than 10% (\$4,028 and \$3,563, respectively).

SUMMARY:

Big Sur CG Owner, LLC ("Project Applicant") has applied to the County for a Combined Development Permit to upgrade and modify facilities at Big Sur Campgrounds and Cabins including the construction of 30 new employee housing units. The Proposed Project is located at 47000 Highway 1 in Big Sur (Assessor Parcel Numbers (APN) 419-201-023-000, 419-291-005-000, 419-211-003-00, and 419-211-004-000).

The County is requiring the Project Applicant fund the preparation of an Initial Study-Mitigated Negative Declaration (IS-MND) for environmental review, to be conducted by Denise Duffy & Associates, Inc. (“DD&A”).

DISCUSSION:

The Project Applicant submitted a Preliminary Application on November 12, 2024, and the application was deemed complete on September 22, 2025. The Project Applicant was advised that the Proposed Project required the preparation of an Initial Study, pursuant to California Environmental Quality Act (CEQA) Guidelines section 15063.

An Administrative Draft Initial Study (“ADIS”) was prepared previously by DD&A for the redevelopment of a portion of the Proposed Project site (PLN220106). DD&A will utilize that document in preparation of the IS-MND. It is assumed that all potentially significant impacts can be mitigated to a less-than-significant level. Should this not be the case, other options shall be explored.

Following is a summary of improvements on each of the affected parcels:

Project-related activities on APN 419-201-023-000:

- replacement of the septic systems;
- replacement of seventeen (17) park mobile RVs and four (4) mobile homes;
- redevelopment of 71 RV campsites with Park Mobile RVs;
- conversion of 11 RV sites to rustic tent-only sites;
- interior remodel of three (3) existing cabins;
- demolition of approximately 14,692 square feet of existing campground common spaces;
- construction of a 70 square foot gatehouse;
- 1,020 square foot campground retail store;
- 4,987 square foot cafe/food prep/bathroom building;
- 1,678 square foot game room and history center; and,
- 2,131 square foot lodge and the relocation of existing campsites.

Improvements on APN 419-291-005-000:

- construction of three apartments containing 30 employee housing units (total of 19,849 square feet);
- demolition of 26,637 square feet of existing industrial development; and,
- construction of 87,000- and 88,000-gallon water tanks.

Improvements on APN 419-211-003-000 and 419-211-004-000:

- construction of a replacement drain field;
- replacement of 10 of the 12 cabins with Park Model RVs;
- demolition of 4,734 square feet of existing campground common space;
- replacement facilities (720 square foot camp store, 1,056 square foot bathhouse, 1,000 square foot playground); and,
- conversion of 50 campsites to rustic tent-only sites.

OTHER AGENCY INVOLVEMENT:

The Offices of the County Counsel and Auditor-Controller have reviewed the Funding Agreement and Professional Services Agreement as to form and legality, and fiscal provisions, respectively.

FINANCING:

There are no costs to the General Fund as a result of this action. Staff costs to manage the contracts and professional services provided by the Contractor will be funded by the Project Applicant. Any additional staff time for processing the environmental review will be charged at the billing rate established in the Department's fee article.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

Agreements between the parties would promote the County as an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability, and transparency. All services will be fully funded by the Project Applicant.

- Well-Being and Quality of Life
- Sustainable Infrastructure for the Present and Future
- Safe and Resilient Communities
- Diverse and Thriving Economy

 Administrative

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Reviewed by: Fionna Jensen, Principal Planner, (831) 796-6407

Approved by: Craig W. Spencer, Director, HCD

The following attachment(s) are on file with the Clerk of the Board:

Attachment - Funding Agreement