

# 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:

**LEAVY-HOGLUND PENELOPE CHRISTINE TR  
(PLN260005)**

### **RESOLUTION NO. 26-**

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
- 2) Approving a Coastal Development Permit for a Commercial Vacation Rental to allow the use of residential property for transient lodging for a period of 30 calendar days or fewer.

[PLN260005, LEAVY-HOGLUND PENELOPE  
CHRISTINE TR, 25735 Mesa Drive, Carmel,  
(APN: 009-231-013-000)]

**The LEAVY-HOGLUND PENELOPE CHRISTINE TR application (PLN260005) came on for a public hearing before the County of Monterey Zoning Administrator on May 28<sup>th</sup>, 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 1982 Monterey County General Plan (General Plan);
    - Carmel Area Land Use Plan (CAR LUP);
    - Carmel Area Coastal Implementation Plan (CAR CIP);
    - Monterey County Code Chapter 7.120; and
    - Monterey County Zoning Ordinance (Title 20).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 25735 Mesa Drive in Carmel, subject to the Carmel Area Land Use Plan, Coastal Zone. The site is developed with an existing 2,700 square foot single-family dwelling with an attached garage. The existing single dwelling has four bedrooms, three bathrooms, a kitchen, living room, and outdoor kitchen.

On January 7<sup>th</sup>, 2026, 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 25735 Mesa Drive, Carmel, in Carmel, Carmel Area Land Use Plan, Coastal Zone (Assessor's Parcel Number: 009-231-013-000). The subject parcel is zoned Medium Density Residential, 2 units per acre with a Design Control, or "MDR/2-D(CZ)". Title 20 Section 20.12.050.DD allows for the Commercial Vacation Rental use subject to the granting of a Coastal Development Permit. Title 20 Section 20.64.290.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 (0.26 acres in size), APN: 009-231-013-000, is identified in its current configuration below Lot 9 in Tract No. 634 of the Cities & Towns Map (Volume 11, Page 6) of Mesa Terrace, A Subdivision of Hatton Partition Rancho Canada de la recorded to recognize a portion of Segunda Subdivision, recorded on April 5<sup>th</sup>, 1926. 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 Carmel Highlands 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. 5 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. The applicant must 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 to comply with the regulation as part of the issuance of a Vacation Rental Operation License..
- h) Transient Occupancy Tax. The applicant must 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. As part of the issuance of a Vacation Rental Operation License (Condition No. 5), 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. The subject property complies with Title 20 Section 20.64.290.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. Adequate is defined as 5-8 minutes within Community Areas, Community Plans, and Sphere of Influence, 12 minutes within Rural Centers, and 45 minutes for all other areas. The subject property falls within the City of Carmel-By-The-Sea sphere of influence; therefore, is subject to the 5–8 minute response time. Carmel Highlands Fire Department is 4-8 minutes away. The Community Hospital of the Monterey Peninsula is 4-7 minutes away, which provides 24-hour emergency medical services. 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 agent, Adelle Murrer, who will reside at 615 Trinity Avenue, Seaside, CA 93955, which is a 13-15 minute drive away. Ms. Murrer will be available 24/7 to respond to guest or neighborhood questions or concerns, and has the ability to arrive within 30 minutes. The contact information is required to be posted on an outdoor sign in a visible place and in the informational signage that must be posted within the unit, six feet of the front door. The Vacation Rental Operation License requires that guests be provided with this information as a part of the informational notice posted within six feet of the front door.

- j) Parking. Parking requirements outlined in Title 20 Sections 20.64.290.F.6 and 20.58.040 require that a Single-Family Detached residential dwelling unit have 2 spaces/unit, which this application complies with as illustrated in the attached plans.
- k) One Commercial Vacation Rental Per Legal Lot of Record. The subject legal lot of record complies with Title 20 Section 20.64.290.F.7 as this is the only Commercial Vacation Rental on the legal lot of record (APN: 009-231-013-000).
- l) Ownership Interest in One Commercial Vacation Rental in the Unincorporated Monterey County. The trustees of the legal lot of record comply with Title 20 Section 20.64.290.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) Permit Expiration. Condition No. 4 applies a 7-year expiration to the granting of this Coastal Development Permit, pursuant to Title 20 Sub-Section 20.64.290.F.12.a. The purpose of this expiration is to provide adequate ongoing 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 20 Section 20.70.110, 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 20, and 2) an opportunity for Planning staff's review for ongoing compliance with the conditions of approval.
- n) Access. The property is accessed through Mesa Drive, a county-

maintained road, to the residence's driveway on the property, and pursuant to Title 20 Section 20.64.290.F.4, and therefore, the subject property is not subject to the regulations in Title 16 Chapter 16.80.

- o) The application, project plans, and related support materials submitted by the project applicant to County of Monterey HCD-Planning found in Project File PLN260005.

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. 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 PLN260005.

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, an 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. The respective agency has 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 Mesa Drive, a public road, through an existing driveway. No alterations to this driveway or access are required for the use (see evidence “n” in Finding 1).
  - d) Potable water will be provided to the parcel by California American Water through the Monterey Peninsula Water Management District (MPWMD). Sewer service will continue to be provided by Carmel Area Wastewater District.
  - e) Solid waste (garbage) collection service is and will continue to be provided by Waste Management.
  - f) The application, project plans, and related support materials submitted by the project applicant to County of Monterey HCD-Planning found in Project File PLN260005.

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 PLN260005.

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 Coastal Development 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 5439 Section 1.F, the requirement for a Coastal Development Permit for Commercial Vacation Rental activities ensures that the impact of such leasing activities can be appropriately evaluated. Further, Title 20 Section 20.64.290 establishes caps on the maximum amount of Coastal Development Permits for Commercial Vacation Rentals to ensure that the potential cumulative effects of Commercial Vacation Rentals are minimized. The maximum allowed for the Carmel Area Land Use Plan is 118. This application will be the 25th approved. The project is consistent with all the criteria in Title 20 section 20.64.290 and, therefore, would not contribute to a cumulative effect.
  - f) The County prepared a FEIR for the Vacation Rental Ordinances project, which was certified by the Board on August 27, 2024 (SCH# 2022080643). The FEIR analyzed the project for environmental impacts and did not identify any significant impacts of Commercial Vacation Rentals up to the Commercial Vacation Rental cap set for each County of Monterey Planning Area. This Commercial Vacation Rental does not exceed the cap on Commercial Vacation Rentals in the Carmel Area Land Use Plan. It would be the 25th Commercial Vacation Rental in the Carmel Area Land Use Plan. The FEIR did address public comments that vacation rentals have the potential for negative side effects including nuisance issues such as traffic, parking and noise. However, no significant environmental effects were identified. County regulations have been developed and are in effect to ensure that vacation rentals

remain compatible with existing residential uses. Cumulative impacts of the regulations taken together with other past, present, and probable future projects were analyzed and no significant effects were identified. There is no evidence suggesting that approving this project would result in significant environmental impacts.

- g) There are no unusual circumstances related to the project that would create the reasonable possibility of a significant effect.
- h) The project would not result to damage to scenic resources within view of State Scenic Highway. The nearest designated State Scenic Highway is Highway 1. The property is not visible from Highway 1 due to distance and dense intervening residences and 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.
- i) The project is not located on a hazardous waste site included on any list compiled pursuant to Section 65962.5 of the Government code.
- j) 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 PLN260005.

**6. FINDING:** **PUBLIC ACCESS-** The project is in conformance with the public access and recreation policies of the Coastal Act (specifically Chapter 3 of the Coastal Act of 1976, commencing with Section 30200 of the Public Resources Code) and applicable Local Coastal Program, and does not interfere with any form of historic public use or trust rights.

- EVIDENCE:**
- a) No public access is required as part of the project as no substantial adverse impact on access, either individually or cumulatively, as described in Section 20.146.130 of the Monterey County Coastal Implementation Plan can be demonstrated.
  - b) No evidence or documentation has been submitted or found showing the existence of historic public use or trust rights over this property.
  - c) The subject property is not described as an area where the Local Coastal Program requires visual or physical public access (Carmel Area, Figure 3, Local Coastal Program Public Access).
  - d) The application, project plans, and related support materials submitted by the project applicant to Monterey County HCD-Planning found in Project File PLN260005.

**7. FINDING:** **APPEALABILITY** – The decision on this project may be appealed to the Board of Supervisors and California Coastal Commission.

- EVIDENCE:**
- a) Board of Supervisors. Pursuant to Title 20 Section 20.86.030.A, an appeal of the Zoning Administrator’s decision for this project may be made to the Board of Supervisors by any public agency or person aggrieved by their decision.
  - b) Coastal Commission. Pursuant to Title 20 section 20.86.080.A, the project is subject to appeal by/to the California Coastal Commission because it involves development that is permitted in the underlying zone as a conditional use.

## 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 Coastal Development 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 28<sup>th</sup> day of May 2026.

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Mike Novo, AICP  
Zoning Administrator

COPY OF THIS DECISION MAILED TO APPLICANT ON DATE.

THIS APPLICATION IS APPEALABLE TO THE BOARD OF SUPERVISORS.

IF ANYONE WISHES TO APPEAL THIS DECISION, AN APPEAL FORM MUST BE COMPLETED AND SUBMITTED TO THE CLERK TO THE BOARD ALONG WITH THE APPROPRIATE FILING FEE ON OR BEFORE DATE.

THIS PROJECT IS LOCATED IN THE COASTAL ZONE AND IS APPEALABLE TO THE COASTAL COMMISSION. UPON RECEIPT OF NOTIFICATION OF THE FINAL LOCAL ACTION NOTICE (FLAN) STATING THE DECISION BY THE FINAL DECISION-MAKING BODY, THE COMMISSION ESTABLISHES A 10 WORKING DAY APPEAL PERIOD. AN APPEAL FORM MUST BE FILED WITH THE COASTAL COMMISSION. FOR FURTHER INFORMATION, CONTACT THE COASTAL COMMISSION AT (831) 427-4863 OR AT 725 FRONT STREET, SUITE 300, SANTA CRUZ, CA.

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

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

PLN260005

### 1. PD001 - SPECIFIC USES ONLY

**Responsible Department:** Planning

**Condition/Mitigation Monitoring Measure:** This Coastal Development permit (PLN260005) allows a Commercial Vacation Rental to allow the use of residential property for transient lodging for a period of 30 calendar days or fewer. The property is located at 25735 Mesa Drive, Carmel (Assessor's Parcel Number 009-231-013-000), Carmel Area Land Use 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 Coastal Development Permit (Resolution Number \_\_\_\_\_) was approved by the Zoning Administrator for Assessor's Parcel Number 009-231-013-000 on May 28th, 2026]. The permit was granted subject to 5 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 May 28, 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.

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.

**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. 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.

# County of Monterey

## Housing and Community Development

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

### Vacation Rental Operations Plan

**Vacation Rental Type:**

**Number of Non-hosted Rentals Per Year:**

**Fire Station Name and Address**

*Street Number and Name*

*City*

*State/Province/Region*

*Postal/ZIP Code*

**Fire Station Phone**

**Police Station Phone:**

**Hospital Emergency Room 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**

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

**Submit the following documents:**

- Evacuation Map(s)
- The most recent bill for waste services.
- The most recent bill for public services.
- The most recent water bill or water test.
- On-site Parking Plan (if not included as a part of the Site Plan or Floor Plan)

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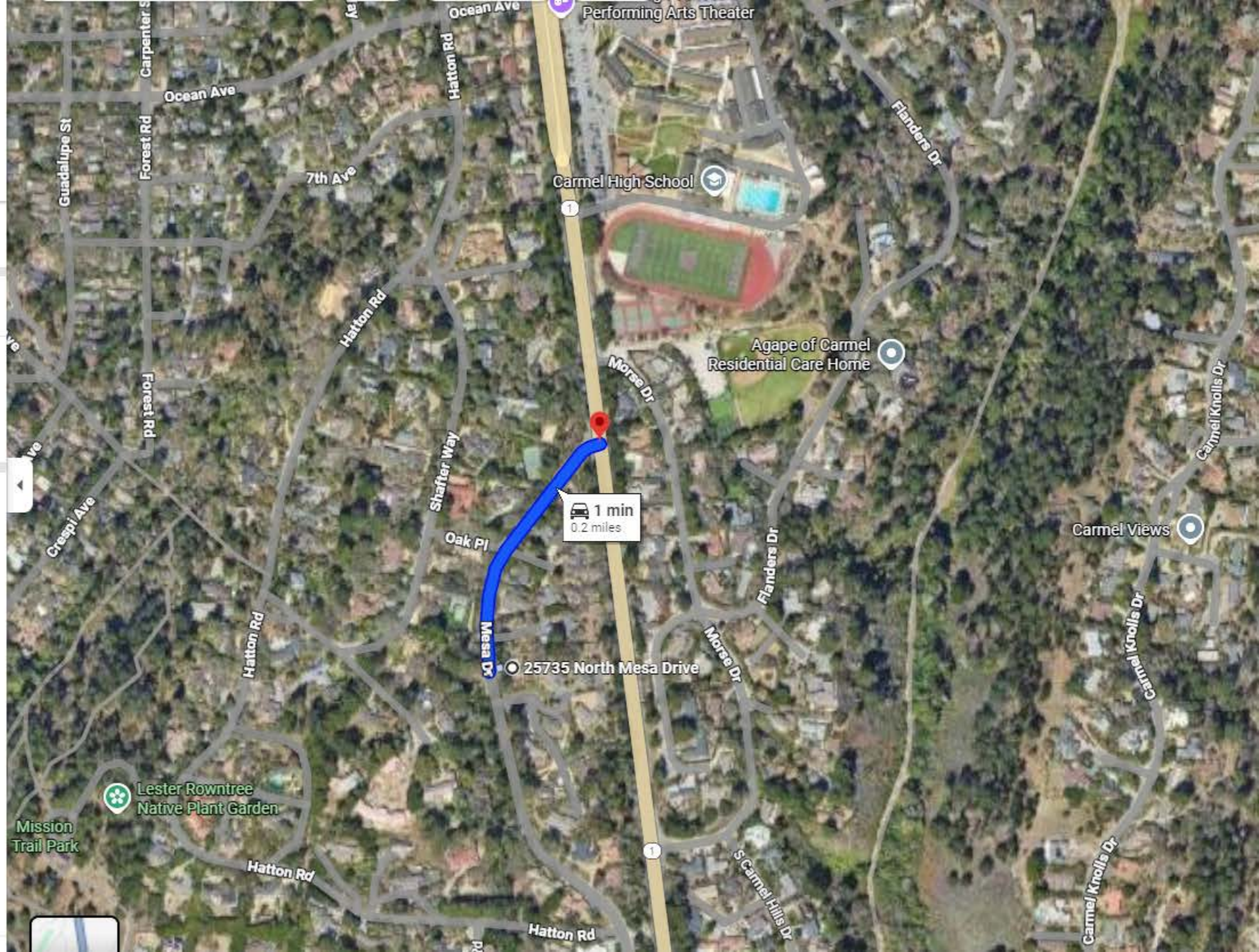
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Driving  
25735 N Mesa Dr, Carmel-By-The-Sea, CA  
25600-25626 Mesa Dr, Carmel, CA 93923  
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Send directions to iPhone Copy link

via N Mesa Dr 1 min  
Fastest route, the usual traffic 0.2 mile  
Details Preview

More nearby 25600-25626 Mesa Dr

- Restaurants
- Hotels
- Gas stations
- Parking Lots
- More



Best 7 min 29 min 1h 29m 23 min

25735 N Mesa Dr, Carmel-By-The-Sea, CA

Community Hospital of the Monterey Peninsula

Add destination

Leave now Options

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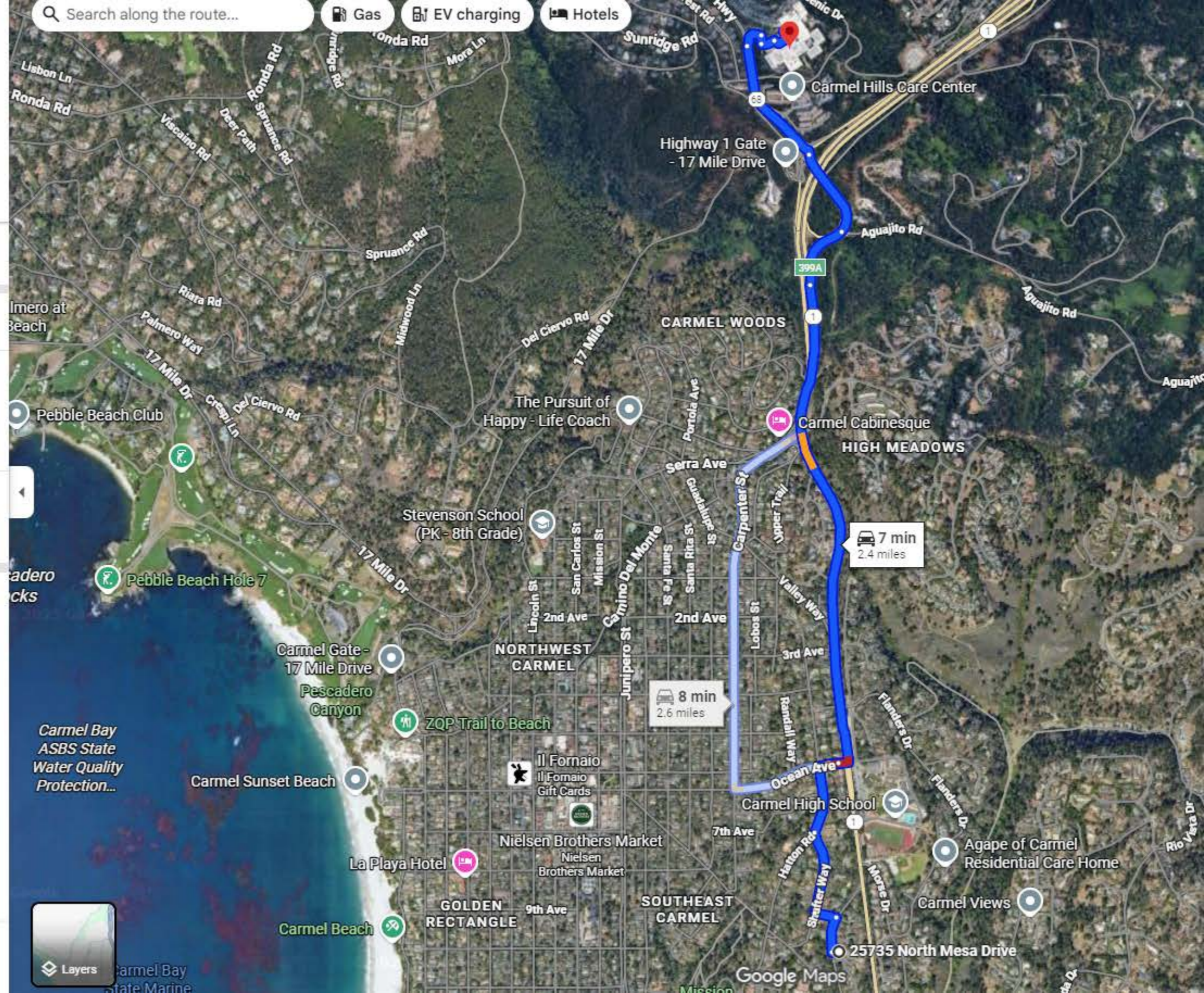
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Fastest route  
Details Preview

via Carpenter St 8 min 2.6 miles

More nearby Community Hospital of the Monterey Peninsula

Restaurants Hotels Gas stations Parking Lots More

Download! Continue your trip, tap the notification on your phone to get directions



Best travel modes  
25735 N Mesa Dr, Carmel-By-The-Sea, CA

Rio Road Fire Station, 3775 Rio Rd, Carmel

Add destination

Leave now

Options

Send directions to iPhone

Copy link

via CA-1 S **4 min**

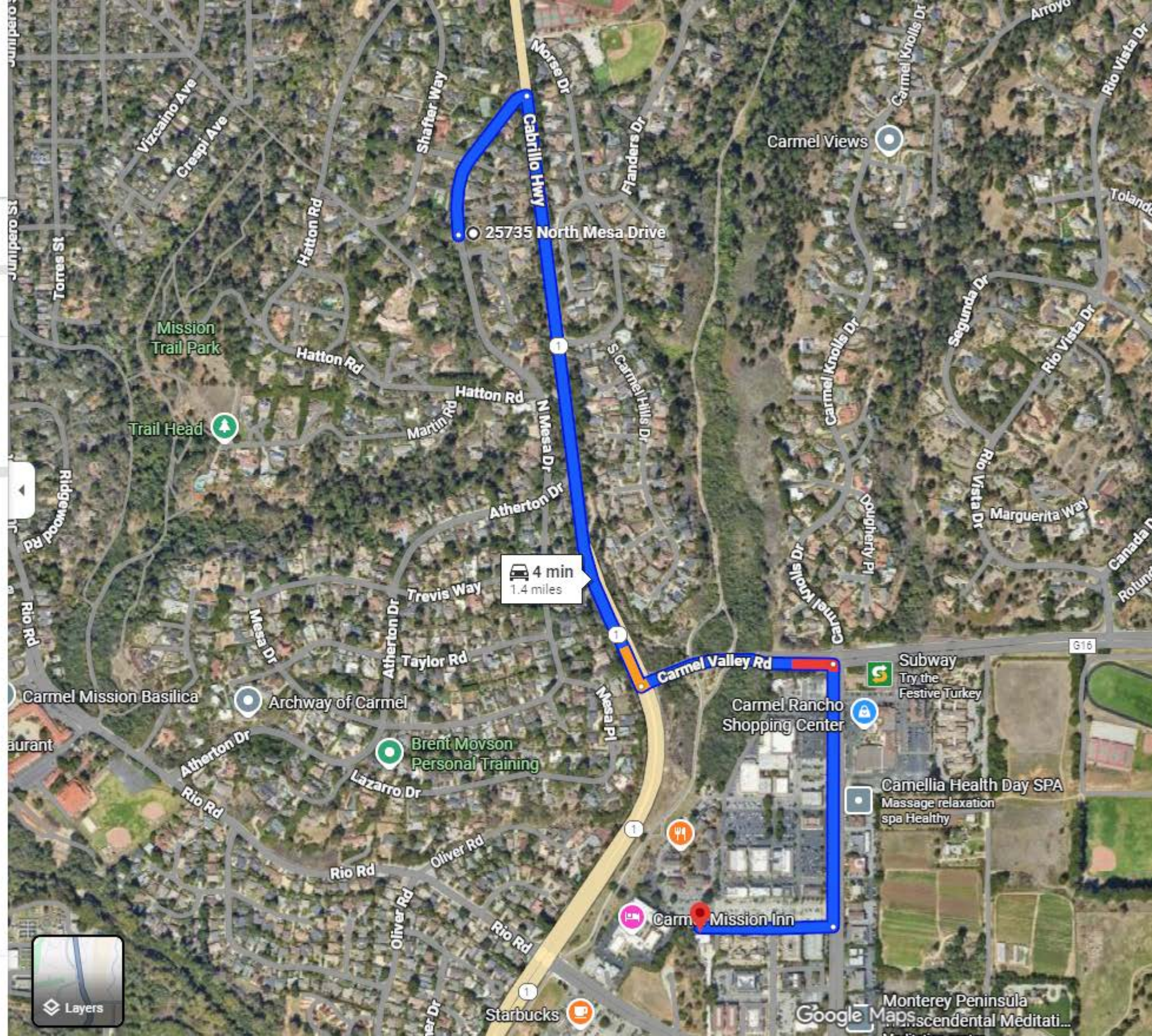
Fastest route, the usual traffic 1.4 miles

Details Preview

More nearby Rio Road Fire Station

- Restaurants
- Hotels
- Gas stations
- Parking Lots
- More

New! Continue your trip, tap the notification on your phone to get directions



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