# Exhibit A



#### **DRAFT RESOLUTION**

# Before the Zoning Administrator in and for the County of Monterey, State of California

In the matter of the application of:

# RC PROPERTIES LEASING LLC (PLN250009) RESOLUTION NO. 25-

Resolution by the County of Monterey Zoning Administrator:

- 1) Finding 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) Approving 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.

[PLN25009, RC Properties LLC, 22730 Portola Drive, Salinas, Toro Area Plan (Assessor's Parcel Number 161-293-004-000)]

The RC Properties LLC application (PLN250009) came on for a public hearing before the County of Monterey Zoning Administrator on September 25, 2025. 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:

#### **RECITALS**

**WHEREAS**, the proposed project (PLN250009) located at 22730 Portola Drive, Salinas, Toro Area Plan (Assessor's Parcel Number 161-293-004-000), is consistent with the policies of the Monterey County 2010 General Plan, Toro Area Plan, and the Monterey County Zoning Ordinance (Title 21);

**WHEREAS**, the subject parcel is zoned Light Commercial with a Design Control overlay ("LC-D") which allows for additions to existing structures on a legal lot of record subject to the granting of a Design Approval as outlined in Title 21 Chapter 21.44;

WHERERAS, as proposed, the project consists of 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 resulting office building will be 5,973 square feet, inclusive of the proposed garage;

WHEREAS, as detailed in the attached plans, the proposed project meets all required development standards established in Monterey County Code (MCC) Section 21.18.070 and 2010 General Plan Policy [LU-4.1.a] (see attached plans);

**WHEREAS**, proposed colors and materials include off-white wooden siding, charcoal gray brick wainscot, charcoal standing seam metal roof, natural cedar wood siding, and gray and black windows and doors. The proposed colors and materials, and bulk and mass blend with the surrounding environment, and are consistent with the surrounding neighborhood character;

**WHEREAS**, the proposed project is not located in an area of high visual sensitivity and, as sited, designed, and conditioned, will not result in adverse visual impacts. Further, the project is consistent with the applicable scenic resource policies of the 2010 General Plan and the Toro Area Plan;

WHEREAS, in accordance with 2010 General Plan Policy and MCC Section 21.66.050, a Phase 1 Archaeological Report was prepared by Ruben G. Mendoza dated April 7, 2025 (County of Monterey Library No. LIB250124). The results of the Phase I pedestrian survey were negative and indicated that the proposed project will have no significant effect on archaeological resources. The potential for inadvertent impacts to cultural resources is limited and will be controlled by application of the County's standard project condition (Condition No. 3), which requires the Applicant/Owner to enter into a contract with a registered Archaeologist for on-call services, and for the contractor to stop work if previously unidentified resources are discovered during construction;

**WHEREAS**, the Phase I Historic Assessment (County of Monterey Library No. LIB250125) determined that the existing office building (built in 1969) is not historic and is not eligible for listing on the National Register of Historic Places, the California Register of Historical Resources, or the Monterey County Register of Historic Resources;

**WHEREAS**, the subject property (0.4 acres) is identified as Parcel 1 on a record of survey dated July 1967, as shown on Page 56, Volume 8 of Surveys, and is therefore recognized by the County as a legal lot of record;

**WHEREAS**, Monterey County HCD-Planning and HCD-Building Services records were reviewed, and the County is not aware of any violations existing on the subject property;

**WHEREAS**, the project was referred to the Toro Land Use Advisory Committee pursuant to the Board of Supervisors' adopted LUAC Guidelines, at which the LUAC on June 23, 2025, voted 3-0 to support the project as proposed;

WHEREAS, California Environmental Quality Act (CEQA) Guidelines Section 15301 categorically exempts additions to existing structures not resulting in an increase of more than 10,000 square feet if all public services and facilities are available and the area is not environmentally sensitive. The project involves the construction of 2,945 square feet of additions to an existing office building and minor associated site improvements. The existing office use will not change. All necessary public services and facilities will continue to be provided. The project area is not environmentally sensitive. There is no significant effect on the environment due to unusual circumstances. No trees are proposed for removal, and the development will not create any new scenic impacts. There is no cumulative impact without any prior successive projects of the same type in the same place, over time, and no new land use is proposed. The site

is not included on any list compiled pursuant to Section 65962.5 of the Government Code to be considered a hazardous waste site. No known biological, historical, or archaeological resources are present. Therefore, the proposed development is consistent with CEQA Guidelines section 15301, and none of the exceptions under CEQA Guidelines section 15300.2 apply to this project; and

WHEREAS, pursuant to MCC Section 21.80.040.B, the Planning Commission shall consider appeals from the discretionary decisions of the Zoning Administrator, and the decision of the Planning Commission would be final and may not be appealed.

**NOW, THEREFORE BE IT RESOLVED**, based on the above recitals, the Monterey County Zoning Administrator does hereby:

- 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.

PASSED AND ADOPTED this 25th day of September, 2025.

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 COMMISSION ALONG WITH THE APPROPRIATE FILING FEE ON OR BEFORE DATE.

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.
- 2. 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.
- 3. 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.

## **County of Monterey HCD Planning**

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

PLN250009

#### 1. PD001 - SPECIFIC USES ONLY

Responsible Department: Pla

**Planning** 

Condition/Mitigation Monitoring Measure:

This Design Approval (PLN250009) allows exterior color and material changes, construction of a 1,450 square foot addition and tenant improvements to an existing 3,028 square foot singlestory office building, construction of a 1,495 square foot attached garage, and associated site improvements, including relocating existing parking stalls. The property is located 22730 Portola Drive, Salinas (Assessor's Parcel Number 161-293-004-000). This permit was approved in accordance with County ordinances and Area Plan. land use regulations subject to the terms and conditions described in the project Neither uses nor the construction allowed by this permit 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 Design Approval (Resolution Number \_\_\_\_\_\_) was approved by Zoning Administrator for Assessor's Parcel Number 161-293-004-000 on September 25, 2025. The permit was granted subject to 4 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.

Print Date: 9/4/2025 2:26:53PM Page 1 of 2

#### 3. PD003(A) - CULTURAL RESOURCES NEGATIVE ARCHAEOLOGICAL REPORT

#### Responsible Department:

Planning

#### Condition/Mitigation Monitoring Measure:

during course of construction, cultural, archaeological, paleontological resources are uncovered at the site (surface or subsurface resources) work shall be halted immediately within 50 meters (165 feet) of the find until a qualified professional archaeologist can evaluate it. Monterey County HCD - Planning and a archaeologist (i.e., archaeologist registered the Register qualified an with immediately Professional Archaeologists) shall be contacted by the responsible individual present on-site. When contacted, the project planner and the archaeologist shall immediately visit the site to determine the extent of the resources and to develop proper mitigation measures required for recovery.

(HCD - Planning)

#### Compliance or Monitoring Action to be Performed:

The Owner/Applicant shall adhere to this condition on an on-going basis.

Prior to the issuance of grading or building permits and/or prior to the recordation of the final/parcel map, whichever occurs first, the Owner/Applicant shall include requirements of this condition as a note on all grading and building plans. The note shall state "Stop work within 50 meters (165 feet) of uncovered resource and contact Monterey County HCD - Planning and a qualified archaeologist immediately if cultural, archaeological, historical or paleontological resources are uncovered."

When contacted, the project planner and the archaeologist shall immediately visit the site to determine the extent of the resources and to develop proper mitigation measures required for the discovery.

#### 4. PD014(A) - LIGHTING - EXTERIOR LIGHTING PLAN

#### Responsible Department:

**Planning** 

#### Condition/Mitigation Monitoring Measure:

All exterior lighting shall be unobtrusive, down-lit, harmonious with the local area, and constructed or located so that only the intended area is illuminated and off-site glare is fully controlled. The lighting source shall be shielded and recessed into the fixture. The applicant shall submit three (3) copies of an exterior lighting plan which shall indicate the location, type, and wattage of all light fixtures and include catalog sheets for each fixture. The lighting shall comply with the requirements of the California Energy Code set forth in California Code of Regulations Title 24 Part 6. The exterior lighting plan shall be subject to approval by the Director of HCD - Planning, prior to the issuance of building permits. (HCD - Planning)

Compliance or Monitoring Action to be Performed:

Prior to the issuance of building permits, the Owner/Applicant shall submit three copies of the lighting plans to HCD - Planning for review and approval. Approved lighting plans shall be incorporated into final building plans.

Prior to final/occupancy, the Owner/Applicant/Contractor shall submit written and photographic evidence demonstrating that the lighting has been installed according to the approved plan.

On an on-going basis, the Owner/Applicant shall ensure that the lighting is installed and maintained in accordance with the approved plan.

PLN250009

Print Date: 9/4/2025 2:26:53PM Page 2 of 2

# OFFICE REMODEL & ADDITION FOR: ADVANCED TRANSPORTATION SERVICES INC. 22730 PORTOLA DR, SALINAS, CA 93908

PROJECT DATA	
ASSESSOR PARCEL NUMBER (APN): 161-293-004	ACRES/LOT SIZE: 0.39 ACRES   ±17,049 SF
PROJECT ADDRESS: 22730 PORTOLA DR, SALINAS, CA 93908	(E) FAR: 3,028 SF / 17,049 SF = 17.7%
OWNER: RC PROPERTIES LEASING, LLC,	(PROPOSED) FAR: 5,973 SF / 17,049 SF = 35% ALLOWED FAR 50%
P: 831-757-4244, E: rsilva@atssalinas.com & cvarley@atssalinas.com	SETBACKS: ZONING CODE REFERS TO 21.42.030
MAILING ADDRESS: 36 E ROMIE LN. SALINAS, CA 93908	FRONT: 25 FT
ZONING: LC-D: LIGHT COMMERCIAL	REAR: 10 FT
OCCUPANCY GROUP: B: BUSINESS & U: GARAGE	SIDES: 10% OF AVERAGE LOT WIDTH = 136' = ±13'-6" FT
CONSTRUCTION TYPE: TYPE V-B	SPRINKLERED: NO
NUMBER OF STORIES: SINGLE STORY	
(E) BUILDING SIZE: 3,028 SF	
(PROPOSED) BUILDING SIZE: 5,973 SF (4,478SF OFFICE + 1,495 SF GARAGE)	
(E) BUILDING HEIGHT: ±23'-8"	
(PROPOSED) BUILDING HEIGHT: ±21'-3" ALLOWED BUILDING HEIGHT: 35'-0"	





ADVANCED TRANSPORTATION SERVICES INC.

22730 PORTOLA DR, SALINAS, CA 93908

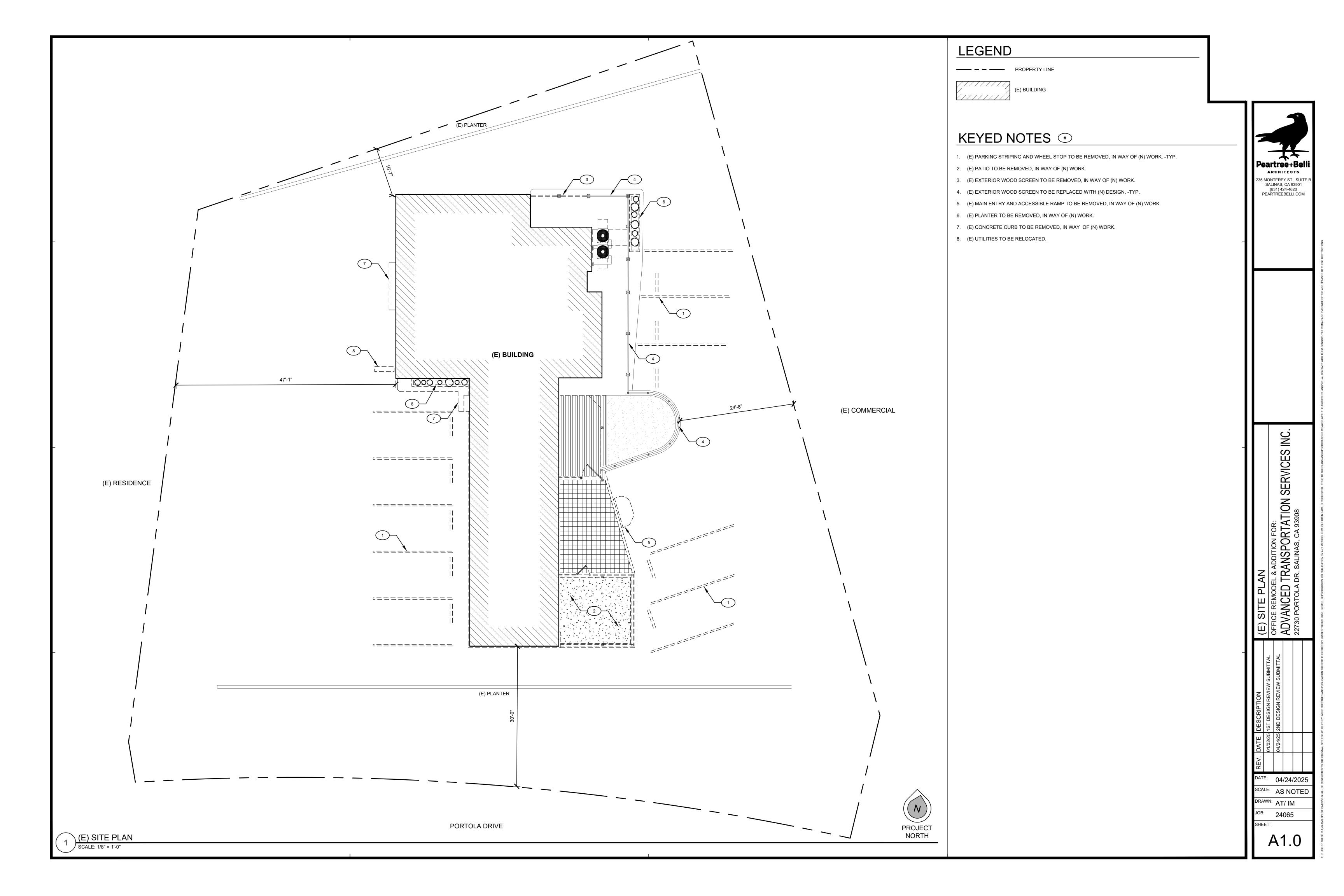
OA/24/2023

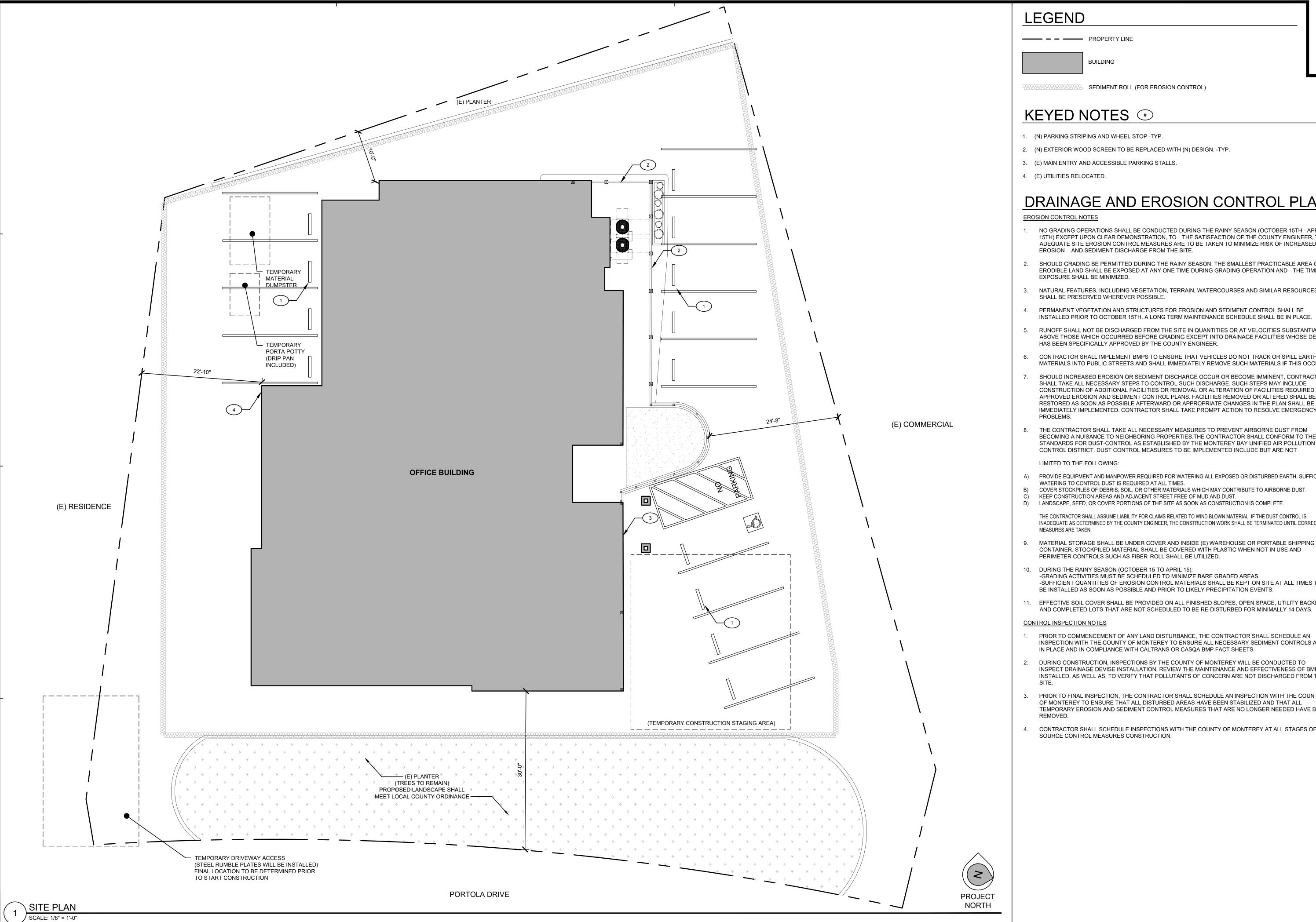
BCALE: AS NOTE

DRAWN: AT/ IM

JOB: 24065

T1.0





SEDIMENT ROLL (FOR EROSION CONTROL)

## KEYED NOTES #

- 1. (N) PARKING STRIPING AND WHEEL STOP -TYP.
- 2. (N) EXTERIOR WOOD SCREEN TO BE REPLACED WITH (N) DESIGN. -TYP.
- 3. (E) MAIN ENTRY AND ACCESSIBLE PARKING STALLS.

## DRAINAGE AND EROSION CONTROL PLAN

- NO GRADING OPERATIONS SHALL BE CONDUCTED DURING THE RAINY SEASON (OCTOBER 15TH APRIL 15TH) EXCEPT UPON CLEAR DEMONSTRATION, TO THE SATISFACTION OF THE COUNTY ENGINEER, THAT ADEQUATE SITE EROSION CONTROL MEASURES ARE TO BE TAKEN TO MINIMIZE RISK OF INCREASED EROSION AND SEDIMENT DISCHARGE FROM THE SITE.
- 2. SHOULD GRADING BE PERMITTED DURING THE RAINY SEASON, THE SMALLEST PRACTICABLE AREA OF ERODIBLE LAND SHALL BE EXPOSED AT ANY ONE TIME DURING GRADING OPERATION AND THE TIME OF EXPOSURE SHALL BE MINIMIZED.
- 3. NATURAL FEATURES, INCLUDING VEGETATION, TERRAIN, WATERCOURSES AND SIMILAR RESOURCES SHALL BE PRESERVED WHEREVER POSSIBLE.
- 4. PERMANENT VEGETATION AND STRUCTURES FOR EROSION AND SEDIMENT CONTROL SHALL BE INSTALLED PRIOR TO OCTOBER 15TH. A LONG TERM MAINTENANCE SCHEDULE SHALL BE IN PLACE.
- RUNOFF SHALL NOT BE DISCHARGED FROM THE SITE IN QUANTITIES OR AT VELOCITIES SUBSTANTIALLY ABOVE THOSE WHICH OCCURRED BEFORE GRADING EXCEPT INTO DRAINAGE FACILITIES WHOSE DESIGN HAS BEEN SPECIFICALLY APPROVED BY THE COUNTY ENGINEER.
- 6. CONTRACTOR SHALL IMPLEMENT BMPS TO ENSURE THAT VEHICLES DO NOT TRACK OR SPILL EARTH MATERIALS INTO PUBLIC STREETS AND SHALL IMMEDIATELY REMOVE SUCH MATERIALS IF THIS OCCURS.
- SHOULD INCREASED EROSION OR SEDIMENT DISCHARGE OCCUR OR BECOME IMMINENT, CONTRACTOR SHALL TAKE ALL NECESSARY STEPS TO CONTROL SUCH DISCHARGE. SUCH STEPS MAY INCLUDE CONSTRUCTION OF ADDITIONAL FACILITIES OR REMOVAL OR ALTERATION OF FACILITIES REQUIRED BY APPROVED EROSION AND SEDIMENT CONTROL PLANS. FACILITIES REMOVED OR ALTERED SHALL BE RESTORED AS SOON AS POSSIBLE AFTERWARD OR APPROPRIATE CHANGES IN THE PLAN SHALL BE IMMEDIATELY IMPLEMENTED. CONTRACTOR SHALL TAKE PROMPT ACTION TO RESOLVE EMERGENCY
- 8. THE CONTRACTOR SHALL TAKE ALL NECESSARY MEASURES TO PREVENT AIRBORNE DUST FROM BECOMING A NUISANCE TO NEIGHBORING PROPERTIES.THE CONTRACTOR SHALL CONFORM TO THE STANDARDS FOR DUST-CONTROL AS ESTABLISHED BY THE MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DISTRICT. DUST CONTROL MEASURES TO BE IMPLEMENTED INCLUDE BUT ARE NOT

## LIMITED TO THE FOLLOWING:

- A) PROVIDE EQUIPMENT AND MANPOWER REQUIRED FOR WATERING ALL EXPOSED OR DISTURBED EARTH. SUFFICIENT
- COVER STOCKPILES OF DEBRIS, SOIL, OR OTHER MATERIALS WHICH MAY CONTRIBUTE TO AIRBORNE DUST. C) KEEP CONSTRUCTION AREAS AND ADJACENT STREET FREE OF MUD AND DUST.
- D) LANDSCAPE, SEED, OR COVER PORTIONS OF THE SITE AS SOON AS CONSTRUCTION IS COMPLETE.
  - THE CONTRACTOR SHALL ASSUME LIABILITY FOR CLAIMS RELATED TO WIND BLOWN MATERIAL. IF THE DUST CONTROL IS INADEQUATE AS DETERMINED BY THE COUNTY ENGINEER, THE CONSTRUCTION WORK SHALL BE TERMINATED UNTIL CORRECTIVE
- 9. MATERIAL STORAGE SHALL BE UNDER COVER AND INSIDE (E) WAREHOUSE OR PORTABLE SHIPPING CONTAINER. STOCKPILED MATERIAL SHALL BE COVERED WITH PLASTIC WHEN NOT IN USE AND PERIMETER CONTROLS SUCH AS FIBER ROLL SHALL BE UTILIZED.
- 10. DURING THE RAINY SEASON (OCTOBER 15 TO APRIL 15): -GRADING ACTIVITIES MUST BE SCHEDULED TO MINIMIZE BARE GRADED AREAS. -SUFFICIENT QUANTITIES OF EROSION CONTROL MATERIALS SHALL BE KEPT ON SITE AT ALL TIMES TO BE INSTALLED AS SOON AS POSSIBLE AND PRIOR TO LIKELY PRECIPITATION EVENTS.
- 11. EFFECTIVE SOIL COVER SHALL BE PROVIDED ON ALL FINISHED SLOPES, OPEN SPACE, UTILITY BACKFILL

- PRIOR TO COMMENCEMENT OF ANY LAND DISTURBANCE, THE CONTRACTOR SHALL SCHEDULE AN INSPECTION WITH THE COUNTY OF MONTEREY TO ENSURE ALL NECESSARY SEDIMENT CONTROLS ARE IN PLACE AND IN COMPLIANCE WITH CALTRANS OR CASQA BMP FACT SHEETS.
- 2. DURING CONSTRUCTION, INSPECTIONS BY THE COUNTY OF MONTEREY WILL BE CONDUCTED TO INSPECT DRAINAGE DEVISE INSTALLATION, REVIEW THE MAINTENANCE AND EFFECTIVENESS OF BMPS INSTALLED, AS WELL AS, TO VERIFY THAT POLLUTANTS OF CONCERN ARE NOT DISCHARGED FROM THE
- PRIOR TO FINAL INSPECTION, THE CONTRACTOR SHALL SCHEDULE AN INSPECTION WITH THE COUNTY OF MONTEREY TO ENSURE THAT ALL DISTURBED AREAS HAVE BEEN STABILIZED AND THAT ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES THAT ARE NO LONGER NEEDED HAVE BEEN
- 4. CONTRACTOR SHALL SCHEDULE INSPECTIONS WITH THE COUNTY OF MONTEREY AT ALL STAGES OF SOURCE CONTROL MEASURES CONSTRUCTION.

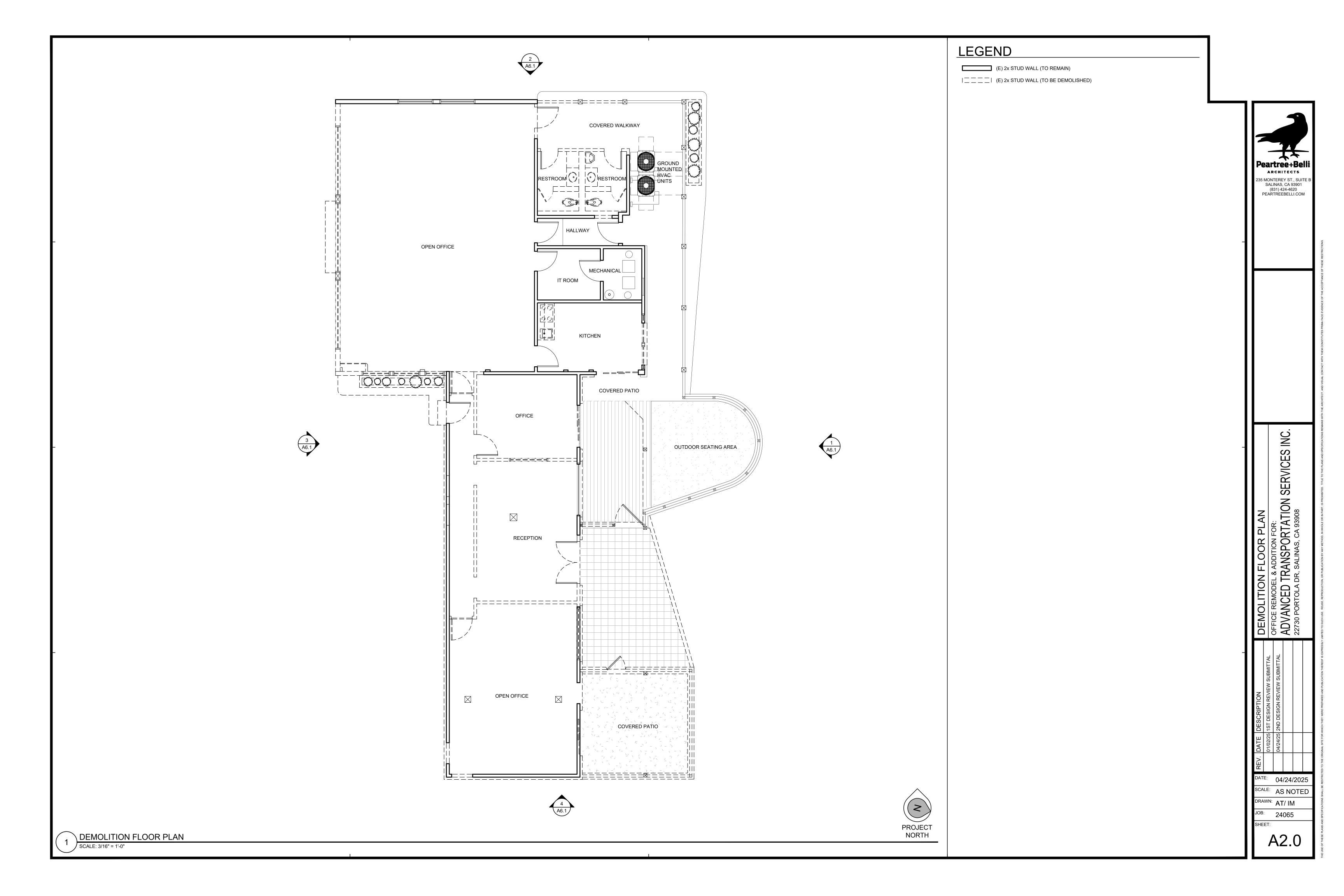


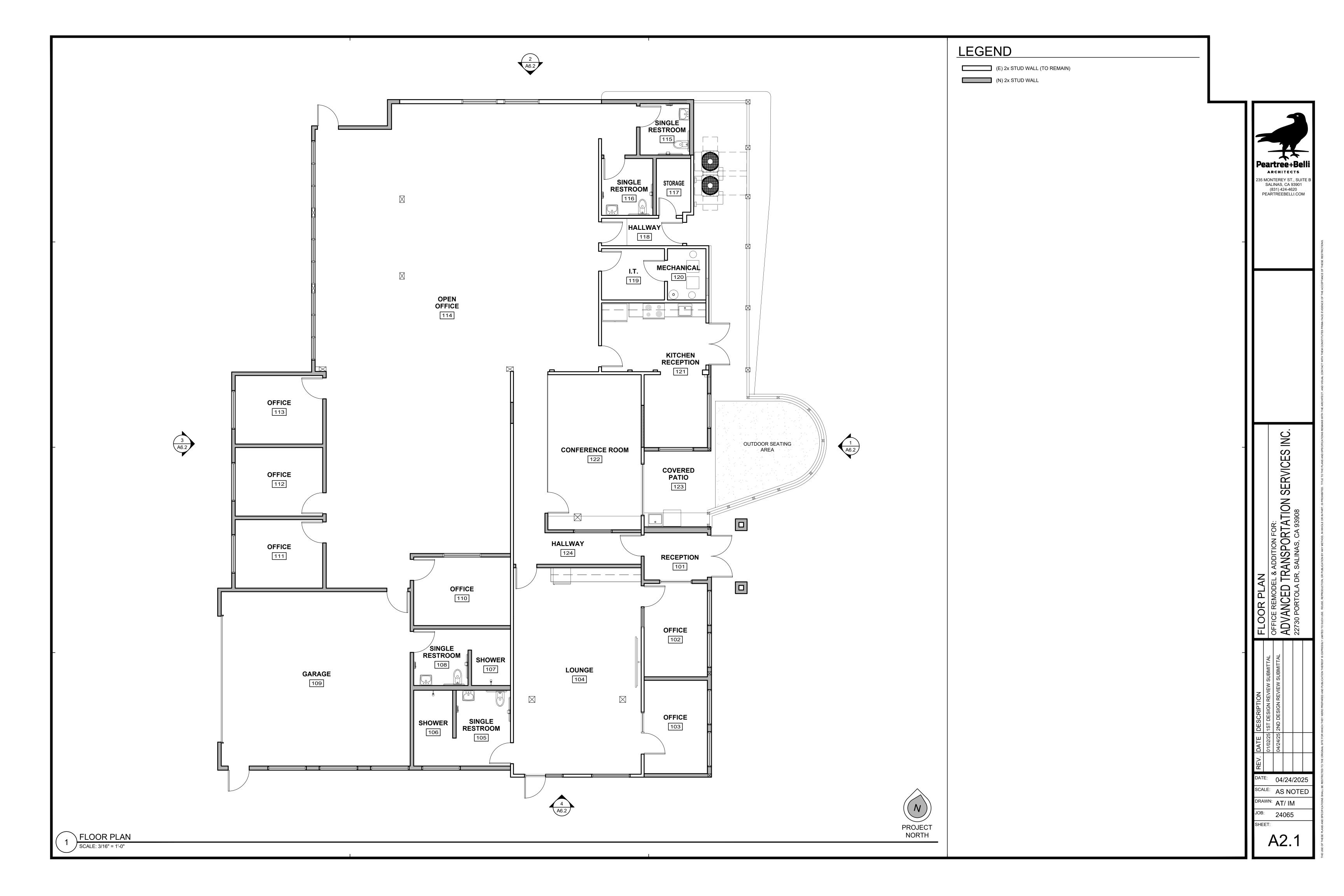
35 MONTEREY ST., SUITE I SALINAS, CA 93901 (831) 424-4620 PEARTREEBELLI.COM

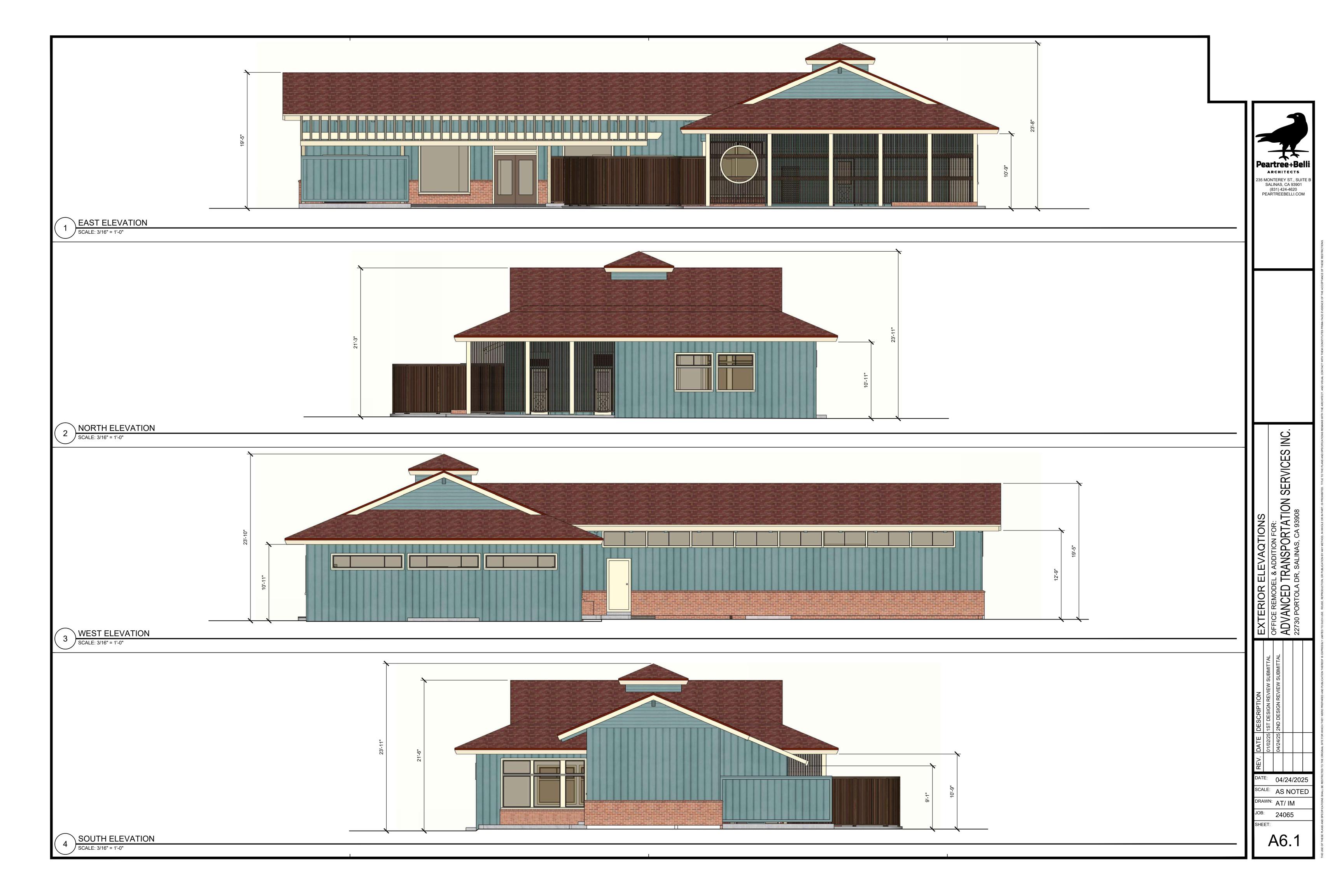
SITE PLAN
OFFICE REMODE
ADVANCED

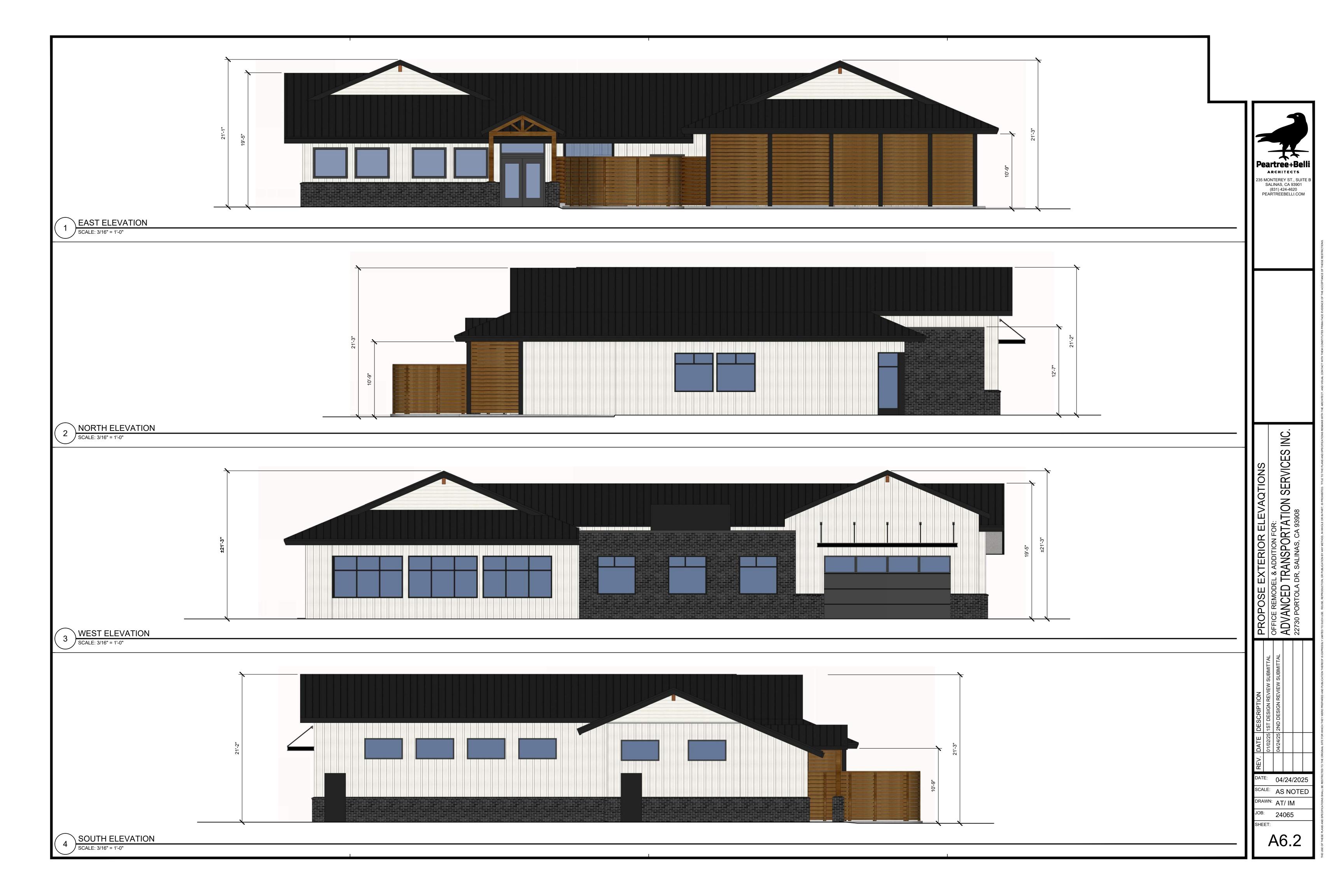
04/24/2025 SCALE: AS NOTED

24065









BOARD AND BATTEN - TO MATCH EXISTING COLOR: DE6190 BALL OF STRING

© BRICK VENEER WAINSCOT COLOR: CHARCOAL

DSTANDING SEAM METAL ROOF COLOR: CHARCOAL

E WOOD SIDDING
COLOR: WOOD STAIN - NATURAL CEDAR









FWINDOW FRAMES & STOREFRONT DOORS COLOR: BLACK



GARAGE DOOR COLOR: LIGHT FRENCH GRAY



HWOOD SIDING
COLOR: DE6190 BALL OF STRING





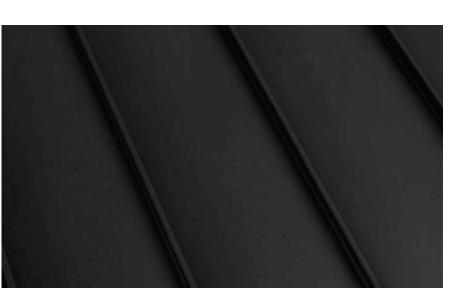
ARCHITECTS

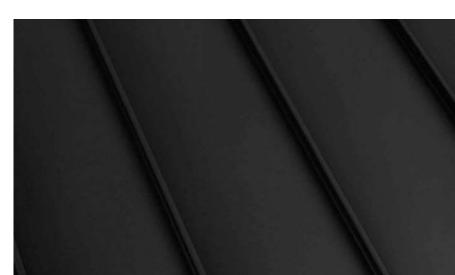
235 MONTEREY ST., SUITE B SALINAS, CA 93901 (831) 424-4620 PEARTREEBELLI.COM

04/24/2025

SCALE: AS NOTED 24065

OFFICE REMODEL: COLOS & MATERIALS







EXTERIOR RENDERING (FOR REFERENCE ONLY)