



## Administrative Permit

Legistar File Number: AP 26-030

March 18, 2026

**Introduced:** 3/12/2026

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** Administrative Permit

### **PLN250048 - WYLIE DOUGLAS & SACKS DENISE**

Administrative hearing to consider the construction of a 866 square foot single-family dwelling, with a 500 square foot car port, and 200 square foot shed with associated site improvements including the installation of a 5,000 gallon water tank; and the construction of a 396 square foot guesthouse.

**Project Location:** Off of San Juan Road, Aromas, CA

**Proposed CEQA action:** Find the project Categorical Exempt pursuant to CEQA Guidelines section 15303, and there are no exceptions pursuant to Section 15300.2.

### RECOMMENDATIONS

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

- a. Find the project qualifies for a Class 3 Categorical Exemption from CEQA Guidelines section 15303, and that none of the exceptions from Section 15300.2 apply to the project; and
- b. Approve a Coastal Administrative Permit to allow the construction of a 866 square foot single-family dwelling, with a 500 square foot car port, and 200 square foot shed with associated site improvements including the installation of a 5,000 gallon water tank; and a Coastal Administrative Permit to allow construction of a 396 square foot guesthouse.

The attached draft resolution includes findings and evidence for consideration (**Exhibit A**).

Staff recommends approval subject to 7 conditions of approval.

### PROJECT INFORMATION

**Property Owner:** Douglas Wylie & Denise Sacks

**APN:** 267-061-011-000

**Parcel Size:** 58.857 acres

**Zoning:** Rural Density Residential, 10 acres per unit, and Low Density Residential, 2.5 acres per unit, or "RDR/10 (CZ)|LDR/2.5"

**Plan Area:** North County Land Use Plan, Coastal Zone

**Flagged and Staked:** Yes

### SUMMARY

Staff is recommending approval of a Coastal Administrative Permit 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.

On March 18th, 2026, 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, its findings, or conditions, based on a substantive issue, is 5:00 p.m. on Tuesday, March 17th, 2026. The permit will be administratively approved the following day if we do not receive any written comments by the deadline. You will receive a copy of your approved permit in the mail. We will notify you as soon as possible in the event that we receive correspondence in opposition to your project or if the application is referred to a public hearing.

Note: This project will be referred to the Planning Commission if a public hearing is necessary. The decision on this project is appealable to the Board of Supervisors.

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  
Aromas Tri-County Fire Protection District

Prepared by: Jordan Evans-Pollockow, Assistant Planner, x7065  
Reviewed and Approved by: Jacquelyn M. Nickerson, Principal Planner

The following attachments are on file with HCD:

Exhibit A - Draft Resolution including:

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

Exhibit B - Vicinity Map

cc: Front Counter Copy; Aromas Tri-County Fire Protection District; HCD-Environmental Services; HCD-Engineering Services; Environmental Health Bureau; Jordan Evans-Pollockow, Planner; Jacquelyn M. Nickerson, Principal Planner; Douglas Wylie & Denise Sacks, Property Owners; Interested Parties; The Open Monterey Project; LandWatch (Executive Director); Lozeau Drury LLP; Christina McGinnis, Keep Big Sur Wild; Planning File PLN250048