

# Attachment A

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**Monterey County Board of Supervisors  
Referral Submittal Form**

**Referral No. 2026.07**  
**Assignment Date: 04/28/26**  
(Completed by CAO's Office)

**SUBMITTAL - Completed by referring Board office and returned to CAO no later than 10:00AM on Wednesday prior to Board meeting:**

Date: 04/17/26	Submitted By: Supervisor Glenn Church	District #: 2
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Referral Title: Multifamily Housing

**Referral Purpose:** Develop an ordinance to accelerate housing development by establishing objective criteria for approval of ADUs, lot-splits under Senate Bill 9, and allow for duplexes, triplexes, and fourplexes in appropriate areas of the County.

**Referral Description:**

With the increasing need for affordable housing, efforts are underway to increase housing density and promote infill. While recent state laws have made Accessory Dwelling Units (ADUs) widely accessible through ministerial approval, similar pathways do not exist for small multifamily housing. As a result, development is often limited to single-family homes and ADUs. This regulatory structure limits housing diversity, encourages the building of larger homes, increases per-unit housing costs and constrains opportunities for workforce and multigenerational housing.

At the same time, many unincorporated communities face infrastructure limitations, Coastal Zone constraints and complex permitting processes. A carefully structured ordinance allowing small-scale multifamily housing, with clear objective standards and infrastructure considerations, could expand housing opportunities and maintain community character while reducing reliance on large-scale developments. This allows housing growth that occurs gradually and organically within existing communities.

This referral proposes to develop an ordinance and implementation framework that allows duplexes, triplexes and fourplexes to be built by right, where feasible, in appropriate residential zoning districts in Monterey County. The ordinance would permit up to four residential units on parcels currently zoned for single-family residential where infrastructure and environmental constraints allow, including evaluation of pathways to align with the California Coastal Act.

Parking shortages are a significant concern in many of the County's more densely populated unincorporated communities. To address this, the ordinance should evaluate modifications to landscaping and site development standards to allow for increased on-site parking capacity, reducing reliance on public roads for parking while maintaining reasonable aesthetic and environmental protections.

Classification - Implication	Mode of Response
<input type="checkbox"/> Ministerial / Minor <input checked="" type="checkbox"/> Land Use Policy <input type="checkbox"/> Social Policy <input type="checkbox"/> Budget Policy <input type="checkbox"/> Other: _____	<input type="checkbox"/> Memo <input checked="" type="checkbox"/> Board Report <input type="checkbox"/> Presentation
	Requested Response Timeline
	<input type="checkbox"/> 2 weeks <input checked="" type="checkbox"/> 1 month <input type="checkbox"/> 6 weeks <input type="checkbox"/> Status reports until completed <input type="checkbox"/> Other: ASAP <input type="checkbox"/> Specific Date: _____

**ASSIGNMENT – Provided by CAO at Board Meeting. Copied to Board Offices and Department Head(s) Completed by CAO's Office:**

Department(s): <a href="#">Housing and Community Development</a>	Referral Lead: <a href="#">Craig Spencer</a>	Board Date: <a href="#">04/28/26</a>
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**REASSIGNMENT – Provided by CAO. Copied to Board Offices and Department Head(s). Completed by CAO’s Office:**

Department(s):	Referral Lead:	Date:
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**ANALYSIS - Completed by Department and copied to Board Offices and CAO:**

Department analysis of resources required/impact on existing department priorities to complete referral:

Analysis Completed By: _____	<b>Department’s Recommended Response Timeline</b>
	<input type="checkbox"/> By requested date <input type="checkbox"/> 2 weeks <input type="checkbox"/> 1 month <input type="checkbox"/> 6 weeks <input type="checkbox"/> 6 months <input type="checkbox"/> 1 year <input type="checkbox"/> Other/Specific Date: _____
Date: _____	

**REFERRAL RESPONSE/COMPLETION - Provided by Department to Board Offices and CAO:**

Referral Response Date:	Board Item No.:	Referrals List Deletion:
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**Note:** Please cc Claudia Escalante and Karina Bokanovich on all CAO correspondence relating to referrals.