



County of Monterey

Item No.3

Zoning Administrator

Legistar File Number: ZA 25-054

October 09, 2025

Introduced: 10/2/2025

Current Status: Agenda Ready

Version: 1

Matter Type: Zoning Administrator

PLN240026 - SHAW SUZANNE SAUNDERS TR

Public hearing to consider action on a variance to reduce the front setbacks by 20 feet and the construction of a 192 square foot storage shed.

Project Location: 71 Poppy Road, Carmel Valley

Proposed CEQA Action: Find the project qualifies for a Class 1 and Class 5 Categorical Exemption pursuant to CEQA Guidelines Sections 15301 and 15305, and there are no exceptions pursuant to Section 15300.2.

RECOMMENDATION:

It is recommended that the Zoning Administrator adopt a Resolution:

1. Finding the project qualifies as a Class 1 and Class 5 Categorical Exemption pursuant to CEQA Guidelines section 15301 and 15305, and there are no exceptions pursuant to section 15300.2; and
2. Approving a Variance to reduce the front setback along Flight Road from 50 feet to 30 feet; and an after-the-fact Design Approval to allow the construction of a 192 square foot storage shed.

The attached draft resolution includes findings and evidence for consideration (**Exhibit A**). Staff recommends approval, subject to 6 conditions of approval.

PROJECT INFORMATION:

Agent: William Mefford

Property Owner: Suzanne Shaw

APN: 187-503-003-000

Parcel Size: 19,166.4 Square Feet (.44 Acres)

Zoning: Low Density Residential, 1 acre per unit, with Design Control, Site Plan Review, and Residential Allocation Zoning overlays or "LDR/1-D-S-RAZ"

Plan Area: Carmel Valley Master Plan

Flagged and Staked: Yes

Project Planner: Joseph Alameda, Associate Planner,
alamedaj@countyofmonterey.gov, (831)783-7079

SUMMARY/DISCUSSION:

The project is located at 71 Poppy Road, Carmel Valley, and is subject to the policies of the Carmel Valley Master Plan and the 2010 General Plan. The proposed project is after-the-fact permitting for the construction of a 192 square foot storage shed. Additionally, the project includes a variance to reduce the front setback from Flight Road by 20 feet, from 50 feet to 30 feet.

The project is consistent with applicable goals and policies in the 2010 General Plan, policies in the Carmel Valley Master Plan (CVMP), and regulations and development standards contained in the Monterey County Inland Zoning Ordinance (Title 21), subject to the granting of the proposed Design Approval and Variance.

Land Use & Development Standards

The property is zoned Low Density Residential, 1 acre per unit, with Design Control, Site Plan Review, and Residential Allocation Zoning overlays or “LDR/1-D-S-RAZ”. This zoning district allows accessory structures as a principally allowed use. The Design Control overlay requires the granting of a Design Approval for all structures. The existing unpermitted shed has setbacks of 30 feet (front) and 13 feet (side) and has a height of 12 feet. The existing shed complies with all required site development standards, except the 50-foot required front setback from Flight Road. The allowed building site coverage is 35% and as proposed, the building site coverage will be 24.6%.

Visual Resources and Design Review

The proposed development is subject to the regulations of the Design Control “D” zoning district outlines in Chapter 21.44, which establishes design review requirements to assure protection of the public viewshed and neighborhood character. The proposed shed has colors and materials that match the single-family dwelling consisting of beige wooden siding and brown composition shingle roofing. The colors and materials are consistent with the surrounding neighborhood character and will not detract from the immediately surrounding neighborhood character.

Variance

The project involves a variance to reduce the required front setback for non-habitable accessory structures from 50 feet to 30 feet along Flight Road. Title 21 section 21.06.1030 defines front setback as the setback from the edge of a private or public road right-of-way or adopted Official Plan Line to the nearest point of a structure. The property abuts two public right of ways (Flight Road [south] and Poppy Road [north]) and one private driveway easement [east]. Accordingly, the property is subject to three front setbacks. The required front setback for non-habitable accessory structures in the LDR zoning district is 50 feet, and there is a required distance of 10 feet between non-habitable accessory structures and main structures. Other lots in the surrounding neighborhood are subject to one or two front setbacks; however, the subject property is the only lot in the neighborhood required to meet three front setbacks. In this case, the construction of a detached accessory structure that meets all required setbacks would require extensive development on slopes in excess of 25%; inconsistent with the requirements of General Plan Policy OS-3.5. Less constrained properties in the neighborhood can be developed with accessory structures without requiring exceptions to the Zoning Ordinance. Similarly constrained lots in the surrounding neighborhood have been granted variances to the front setback requirements, including one of the neighboring properties, which was granted a variance to allow a reduction of the front setback for an attached non-habitable accessory structure (garage) from

30 feet to 11 feet, 6 inches (Resolution No. 20-036). The subject property is the most highly constrained lot in the neighborhood, and the project is an allowed use within the LDR zoning district, which overlays the whole neighborhood.

CEQA:

The project is categorically exempt from environmental review pursuant to Sections 15301 and 15305 of the CEQA Guidelines. Section 15301 applies to existing structures and Section 15305 applies to minor alterations in land use limitations which do not result in land use or density. This project qualifies for a Class 1 exemption because the 192 square foot accessory structure is an existing structure. This project qualifies for a Class 5 exemption because it includes a variance to reduce the front setback, not resulting in any new lots. All the necessary reports have been obtained, and have determined that it is unlikely there will be any impacts to archaeological, biological, soil, or forest resources. There are no exceptions pursuant to Section 15300.2.

OTHER AGENCY INVOLVEMENT:

The project was reviewed by HCD-Planning, HCD-Engineering Services, HCD-Environmental Services, the Environmental Health Bureau, and Monterey County Regional Fire Protection District. The respective agencies have 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.

LUAC:

The project was referred to the Carmel Valley Land Use Advisory Committee (LUAC) for review. The LUAC reviewed the project at a duly noticed public meeting on October 6, 2025.

Prepared by: Joseph Alameda, Associate Planner, (831)783-7079

Reviewed by: Fionna Jensen, Principal Planner

The following attachments are on file with the HCD:

Exhibit A - Draft Resolution, including:

- Conditions of Approval
- Plans

Exhibit B - Vicinity Map

cc: Front Counter Copy; Zoning Administrator; Monterey County Regional Fire Protection District; HCD-Environmental Services; HCD-Engineering Services; Environmental Health Bureau; Joseph Alameda, Associate Planner; Fionna Jensen, Principal Planner; Suzanne Shaw, Property Owner; William Mefford, Agent; The Open Monterey Project; LandWatch (Executive Director); Christina McGinnis, Keep Big Sur Wild; Lozeau Drury LLP; Project File PLN240026