CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL AGENDA

Contact: 831.620.2000 www.ci.carmel.ca.us

Mayor Dale Byrne
Councilmembers Jeff Baron, Hans Buder, Bob Delves, and Alissandra Dramov

All meetings are held in the City Council Chambers
East Side of Monte Verde Street
Between Ocean and 7th Avenues

Special Meeting
Monday, June 1, 2026
3:00PM

Tour of Inspection – 2:30 pm

HYBRID MEETING ATTENDANCE OPTIONS

This meeting will be held in person and via teleconference ("hybrid"). The public is welcome to attend the meeting in person or remotely via Zoom, however, the meeting will proceed as normal even if there are technical difficulties accessing Zoom. The City will do its best to resolve any technical issues as quickly as possible. To view or listen to the meeting from home, you may also watch the live stream on the City's YouTube page at: https://www.youtube.com/@CityofCarmelbytheSea/streams. To participate in the meeting via Zoom, copy and paste the link below into your browser.

https://ci-carmel-ca-us.zoom.us/j/88134597723
Webinar ID: 881 3459 7723
Passcode: 954379
Dial in: (253) 215-8782

HOW TO OFFER PUBLIC COMMENT

The public may give public comment at this meeting in person, or use the Zoom teleconference module, provided that there is access to Zoom during the meeting. Zoom comments will be taken after the in-person comments. The public can also email comments to cityclerk@ci.carmel.ca.us. Comments must be received at least 2 hours before the meeting in order to be provided to the legislative body. Comments received after that time and up to the beginning of the meeting will be made part of the record.

PUBLIC COMMENT GUIDELINES FOR SPECIAL MEETINGS

During Special City Council Meetings, public comments are permitted on items listed on the agenda. After each item on the agenda is introduced, the Mayor will invite public comment on that item. Each speaker has 3 minutes to speak unless otherwise adjusted by the Mayor. While stating your name is optional, it helps to identify speakers in the meeting minutes. Remote or in-person participants who do not comply with the requirements of the Brown Act will be muted.

CALL TO ORDER AND ROLL CALL - TOUR (2:30 p.m.)

TOUR OF INSPECTION

Prior to calling the meeting to order, the City Council will conduct an on-site tour of inspection of the properties listed on the agenda (below) and the public is invited to attend the tour. After the tour is complete, the Council will begin the meeting in the City Council Chambers no earlier than the time noted on the agenda.

A. Scenic Road 5 north-west of 8th Avenue, Carmel-by-the-Sea (APP 26134 - Diamond)

B. San Carlos Street 2 south-west of 7th Avenue, Carmel-by-the-Sea (APP 26148 - Stonehouse Terrace)

CALL TO ORDER AND ROLL CALL - CHAMBERS (3:00 p.m.)

EXTRAORDINARY BUSINESS

C. Receive an informational report on the City of Carmel-by-the-Sea Vacancies Pursuant to Government Code Section 3502.3 (AB 2561)

CONSENT AGENDA

Items on the consent agenda are routine in nature and do not require discussion or independent action. Members of the Council or the public may ask that any items be considered individually for Council discussion and/or for public comment. Unless that is done, one motion may be used to adopt all recommended actions.

1) Approval of City Council Meeting Minutes of April 6 & 7, 2026, and May 4, 5, & 12, 2026

2) April 2026 Monthly Reports

3) April 2026 Check Register Summary

4) Approve a $1,000 Fiscal Year 2026-2027 City Council Discretionary Grant Award to the Carmel Youth Center for their Discretionary Grant Application submitted on March 10, 2026.

5) Resolution 2026-030 authorizing the City Administrator, or designee, to enter into a renewal agreement for 9-1-1 Emergency Communication Services and Governance with the County of Monterey and other local agencies.

6) Resolution 2026-031 Approving Amendments to the FY 2025-2026 Adopted Budget

7) Resolution 2026-032 Approving Appointments to the Building Code Board of Appeals, Harrison Memorial Library Board of Trustees, Historic Resources Board, Forest and Beach Commission and the Planning Commission

8) Letter authorizing the County of Monterey to execute all documents necessary to continue implementing the annual Used Oil Payment Program on behalf of the City during Fiscal Year 2026/27

ORDERS OF BUSINESS

Orders of Business are agenda items that require City Council discussion, debate, direction to staff, and/or action.

9) Receive a Presentation regarding Parking Management through paid parking and provide direction to staff

PUBLIC HEARINGS

10) Resolution 2026-033 - Consideration of an Appeal (APP 26134, Diamond) by John and Patricia Dilks, of the Planning Commission’s approval of Design Study and Coastal Development Permit application DS 25206 (Diamond) for non-excluded development

(ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work) and the installation landscaping consistent with the proposed landscaping plan as authorized by the Coastal Development Permit, located at Scenic Road 5 northwest of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay. APN: 010-312-012-000.

11) Resolution 2026-034 - Consideration of an appeal, APP 26148 (Stonehouse Terrace), by Esperanza Carmel Commercial LLC, of the Historic Resources Board's April 20, 2026 decision to support a property owner-sponsored National Register of Historic Places Nomination for the "Reimers' Stonehouse Terrace" located at San Carlos Street 2 southwest of 7th Avenue in the Service Commercial (SC) District. APN: 010-145-018-000. Consideration of options including a resolution to deny the appeal (Attachment 1), a resolution to grant the appeal (Attachment 2) or other actions related to the appeal as directed by Council.

RECESS

The City Council will take a 30-minute break around 6:30 p.m.

CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6;
Agency Designated Representatives: Acting Assistant City Administrator Marisa Bermudez, Police Chief Todd Trayer, and Zachery Lopes, Burke Williams & Sorensen;
Employee Organization: General Employees Unit, an Affiliated Unit of LiUNA, and Management Employees Unit, an Affiliated Unit of LiUNA

ADJOURNMENT

This agenda was posted at City Hall, Monte Verde Street between Ocean Avenue and 7th Avenue, Harrison Memorial Library, located on the NE corner of Ocean Avenue and Lincoln Street, the Carmel-by-the-Sea Post Office, 5th Avenue between Dolores Street and San Carlos Street, and the City's webpage (http://www.ci.carmel.ca.us) in accordance with applicable legal requirements.

CORRESPONDENCE RECEIVED AFTER THE POSTING OF THE AGENDA
Any correspondence or supplemental materials related to items on this agenda that are received after the agenda has been posted will be distributed to the City Council and made available for public review at City Hall (Monte Verde Street between Ocean and Seventh Avenues) during regular business hours. Written comments emailed to the City Clerk will not be read aloud, but will be posted online with the related agenda at: https://carmelbytheseaca.portal.civicclerk.com/.

SPECIAL NOTICES TO PUBLIC
In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at 831-620-2000 at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting (28CFR 35.102-35.104 ADA Title II).

CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
EXTRAORDINARY BUSINESS

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Marisa Bermudez, Acting Assistant City Administrator

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: Receive an informational report on the City of Carmel-by-the-Sea Vacancies Pursuant to Government Code Section 3502.3 (AB 2561)

RECOMMENDATION:

Receive the informational report on City of Carmel by the Sea Vacancies Pursuant to Government Code Section 3502.3

BACKGROUND / SUMMARY:

California State Assembly Bill AB 2561, codified in Government Code Section 3502.3 and approved on September 22, 2024, requires public agencies to present the status of their vacancies in a public hearing before their governing body at least once per fiscal year prior to the adoption of the upcoming final budget.

This report is presented to comply with Government Code 3502.3. If the number of job vacancies within a single bargaining unit meets or exceeds 20% of the total number of authorized full-time positions, the City must, upon request of the recognized employee organization, provide additional specified information during the public hearing. As shown in the table below, the City's bargaining units – General Unit, Management Unit, Police Officers Association Unit – have an average vacancy rate below 5% and therefore not currently subject to this requirement.

Bargaining Unit	# of Budgeted FTE's	# of Vacancies	% of Vacancies
At-Will	20	1	5.0%
General LiUNA	32	3	9.4%
Management LiUNA	11	0	0.0%
Police Officers Association	22	1	4.5%
Average Vacancy Rate:			4.7%

Of the 5 vacancies, 3 are due to a recent retirement, an internal promotion, and a voluntary resignation. One vacancy is currently under active recruitment and near final selection. The City anticipates assessing department needs to better determine recruitment of the remaining 4 vacancies in the coming months.

In accordance with AB 2561, the City must also identify any changes to policies, procedures, or recruitment activities that impact efforts to reduce vacancies. Over the past year, the Human Resources Department has continued refining recruitment postings, expanding outreach efforts, working closely with department directors to expedite the selection process and, when necessary, engaging an external recruiting consultant. These improvements have accelerated the application review process, interview scheduling, and conditional job offer timelines. As a result of these efforts, the City reduced its overall vacancy rate from 9.1% in the prior year to 4.7% in 2026 and hired 10 employees over the past 12 months.

The City remains committed to evaluating and refining its recruitment and retention practices to maintain competitiveness, support workforce stability, and minimize vacancies across departments.

FISCAL IMPACT:

This public hearing is held for informational purposes. There are no proposed changes for the FY 2026/2027 Recommended Budget.

PRIOR CITY COUNCIL ACTION:

None.

ATTACHMENTS:

None

CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: Approval of City Council Meeting Minutes of April 6 & 7, 2026, and May 4, 5, & 12, 2026

RECOMMENDATION:
Approve Draft Minutes.

BACKGROUND / SUMMARY:
The City Council routinely approves minutes of its meetings.

FISCAL IMPACT:
None.

PRIOR CITY COUNCIL ACTION:
None.

ATTACHMENTS:
1. April 6, 2026, City Council Special Meeting Minutes
2. April 7, 2026, City Council Regular Meeting Minutes
3. May 4, 2026, City Council Special Meeting Minutes
4. May 5, 2026, City Council Regular Meeting Minutes
5. May 12, 2026 , City Council Special Meeting Minutes

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

SPECIAL MEETING MINUTES

April 6, 2026

CALL TO ORDER AND ROLL CALL
Mayor Byrne called the meeting to order in the Chambers at 3:00 p.m.
Roll call: Councilmembers Jeff Baron, Hans Buder, Robert Delves, Alissandra Dramov, and Mayor Dale Byrne were present.

CONSENT AGENDA

Public comment: None

Motion by Mayor Pro Tem Delves to approve consent agenda items #1-4, seconded by Councilmember Baron, and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

Item 1 - March 3, 2026, Special Meeting Minutes, March 4, 2026, Special Meeting Minutes, and March 24, 2026, Special Meeting Minutes ***- Approved 5-0-0-0***

Item 2 - February 2026 Monthly Reports ***- Approved 5-0-0-0***

Item 3 - February 2026 Check Register Summary ***- Approved 5-0-0-0***

Item 4 - Resolution 2026-022 authorizing the City Administrator's execution of Funding and Reimbursement Agreements with the Transportation Agency for Monterey County (TAMC) for the 2025 Pavement Management Program Update in the amount of $17,810 ***- Approved 5-0-0-0***

ORDERS OF BUSINESS

Item 5 - Receive an update on water allocation subsequent to adoption of City Council Resolution No. 2025-097 allocating water resources pursuant to Carmel-by-the-Sea Municipal Code Chapter 17.50 (Water Management Program) and provide staff with direction.

Community Planning and Building Director Ginette presented an update on the Water Management Program and requested Council direction regarding monitoring frequency, allocation categories, and requesting additional water from MPWMD.

Public comment:
Maria Ruess
Nancy Twomey

Council discussed simplifying the current allocation categories and prioritizing affordable housing and municipal needs. Council expressed concern about the process for obtaining additional water allocations from MPWMD.

Council gave consensus direction to the City Administrator to send a letter to the the MPWMD Board requesting clarification on the process for obtaining more water, including a formal written policy defining when the City is considered “out of water.” Council also directed staff to return with water allocation updates every six months. Staff will bring potential Municipal Code amendments regarding allocation categories to the Planning Commission, and the Planning Commission will review water allocations annually.

Item 6 - Receive Preliminary Funding Feasibility Assessment and Provide Direction on Revenue Options, Including Whether to Pursue a Potential 2026 Sales Tax Measure

Maya Kit of Civitas presented a preliminary funding feasibility assessment, detailing options like TOT, sales tax, general obligation bonds, charter city options, and infrastructure financing districts. Finance Manager Jayme Fields requested Council direction on a potential 2026 sales tax ballot measure and which other revenue options should be further analyzed.

Public Comment:
Kevin Ruess

Council thanked Civitas and Staff for the information. Mayor Pro Tem Delves noted the $100 million deferred maintenance includes a $40 million estimate for the PD/PW building. He supported pursuing the time-sensitive sales tax ballot measure this year, and postponing pursuing the charter city related options until after the 2026 election. Councilmember Buder said he would be supportive of the sales tax ballot measure if the increased tax was earmarked for capital improvements.

Councilmember Baron maintained that paid parking is a viable, non-voted revenue option ($1M+ annually, mostly from visitors). He expressed concern about two concurrent tax increase ballot measures (TOT and sales tax), noting a previous sales tax measure failed in 2020. He was unconvinced by the hypothetical concern about another entity proposing the 0.38% tax and worried about putting the police building funding to a vote. Mayor Bryne said Council should

consider public-private partnerships, and voiced continued support for exploring paid parking options.

Council reached a consensus to direct staff to return with draft ballot language for a potential November 2026 sales tax measure, to be considered alongside a draft TOT measure. Council also requested hiring a consultant to analyze the pros and cons of having one versus two tax ballot measures on the same election. Council also expressed interest in further paid parking investigation and postponing charter city discussions until after the election, and requested a future agenda item on city revenue-backed bond options.

RECESS
Council took a recess at 5:41 p.m. and returned at 6:15 p.m.

Item 7 - Consideration of Funding for the Fiscal Year 2026–2027 Capital Improvement Program (CIP) and direction on options for an Accelerated Street Improvement program in the CIP 8) Review and Approval of the Comprehensive Schedule of Fees for Fiscal Year 2026- 2027

Acting City Administrator Swanson began by presenting the deferred maintenance list and estimated costs. Public Works Director Wysocki and Project Manager Carlet presented the 5-year Capital Improvement Program (CIP), including a comparison of an Accelerated 5-year versus a 10-year Street Improvement Plan. Ms. Carlet summarized revisions to the 5-year CIP based on the March 24th budget workshop and asked for Council direction on the updated CIP as well as direction regarding either the 5-year or 10-year street improvement program.

Councilmember Baron suggested aiming for an average street PCI of 50 instead of 100. Councilmember Buder requested that soft costs be included in the maintenance estimates for greater accuracy. Councilmember Dramov asked for an update on how much of the $3 million that Council had earmarked for the Police and Public Works building has been used, and how much will roll over into the FY 26-27 budget. She also asked about grants for coastline infrastructure, and Ms. Carpet said that once we have the designs done for the beach infrastructure, we may be eligible for another grant. Councilmembers questioned why the cost estimate for the Piccadilly restroom expansion was higher than private-sector quotes. Ms. Carlet explained that the increased cost is due to the necessity of adding a new water line and sewer system for the second restroom, structural design requirements, and subsequent design changes to the surrounding park. She suggested that private estimates might not be factoring in these essential components.

Public comment:
Nancy Twomey
Kevin Ruess
Scott Lonergan
Maria Ruess

Councilmember Buder thanked Project Manager Carlet for explaining the high cost estimate for the Picadilly restrooms, and suggested that if it will cost that much to tear up the whole park to run water lines and sewer lines, maybe a different location for an additional bathroom should be considered. Mayor Byrne said that the Scenic Pathway is eroding and needs repair to help prevent further erosion to the bluffs. Councilmembers Buder, Delves, Dramov, and Mayor Byrne expressed support for the 10-year street improvement plan.

Council agreed on the proposed 5-year CIP plan, and expressed consensus support for "Option 3," a 10-year plan for road improvements, to be incorporated into the draft CIP budget to be presented in May.

Item 8 - Review and Approval of the Comprehensive Schedule of Fees for Fiscal Year 2026-2027

Finance Manager Jayme Fields gave a presentation on the proposed updated fee schedule, which aims to have the fees for service be equal to the cost of providing the service, so that our budget is balanced.

Councilmember Baron said that he recalls that the tree evaluation and tree permit for removal of dead tree and tree pruning permit were all lowered by Council to $205 last year, which was a subsidy since it was lower than the actual cost by about half, to make it more cost effective for residents. Council Dramov also asked if staff can draft a fee waiver policy, and Ms. Fields said that staff can look into what the County uses for their waiver policy.

Public comment:
Nancy Twomey
Kevin Ruess
Maria Ruess

City Attorney Pierik addressed public comment by confirming that the $25 candidate fee and the $200 initiative fee in the elections section of the proposed schedule are set by state code so those two cannot be increased above those limits.

Councilmember Baron suggested doubling the parking stall per day fee to $200 per day, and to $400 per day during peak times, such as car week. Councilmember Dramov supported keeping the dead tree removal and tree pruning fees lower so they are more affordable for residents. Mayor Pro Tem Delves said to leave all the tree fees the way they were, however, he agrees with raising the parking stall fees per space fee.

Council gave consensus direction to staff to revise the proposed fee schedule by reducing the dead tree removal permit fee and tree pruning permit fee to $250 each, retaining the healthy tree removal permit fee at $1,631, increasing the peak parking stall rental fee to $300, and correcting the initiative filing fee and candidate filing fee to comply with State law. Staff will return in May with the revised fee schedule for final review and adoption.

CLOSED SESSION

City Attorney Pierik read the closed session title.

Public comment: None

A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Government Code Section 54956.9 (d)(2): (Two potential cases regarding A.W. Shucks Use Permit No. UP-45)

ADJOURNMENT

Council adjourned to Closed Session at 8:50 p.m.

APPROVED: ATTEST:

Dale Byrne, Mayor Nova Romero, MMC, City Clerk

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

REGULAR MEETING MINUTES

April 7, 2026

CALL TO ORDER AND ROLL CALL
Mayor Byrne called the meeting to order in the Chambers at 4:30 p.m.
Roll call: Councilmembers Jeff Baron, Hans Buder, Robert Delves, Alissandra Dramov, and Mayor Dale Byrne were present.

PLEDGE OF ALLEGIANCE
Acting City Administrator Swanson led the pledge of allegiance.

A. Carmel High School Report Out - Drew Galy, ASB Student President, provided an update on recent school events, sports, and programs.

B. Proclamation recognizing American Red Cross Month - Mayor Byrne presented the proclamation to local American Red Cross representatives John Cromwell and Patty Montmorency.

C. Non-Profit Spotlight: Community Human Services, Casa De Noche Buena and Shuman HeartHouse - Shawn Stone, CEO of Community Human Services, presented on the programs provided included the homeless facilities, and requested community support for a funding shortfall.

D. Recognition of the Clean California designation awarded to Carmel-by-the-Sea - Margaret Byrne, Executive Director of Carmel Cares summarized how the City received the statewide recognition as a clean California city. She said that Carmel was one of the first cities in California to earn this designation.

PUBLIC APPEARANCES
Vince Koller
Meredith Nowell
James Morgan
Mark Stillwell
Cindy Lloyd
Maria Ruess
Joe DiNucci

ANNOUNCEMENTS

Acting City Administrator Brandon Swanson announced the rollout of an enhanced parking enforcement program and commended police, fire, CERT, and the Hofsas House for their exceptional response to a recent structure fire.

City Attorney Brian Pierik announced that there was no reportable action from closed session yesterday.

Councilmember Dramov gave condolences to the family and friends of Ken Spilfogel, who passed away last week. She said he was a big part of the community and will be missed.

Mayor Pro Tem Delves announced that the Council is in budget season and encouraged the residents to get involved and come to the budget meeting and provide their input.

Mayor Byrne added his condolences over the loss of Ken Spilfogel. He also encouraged residents to rewatch the budget discussion from the previous night's meeting. He thanked the Lyon's Club for the "Breakfast with the Bunny" event and announced the Fire Department received a new ambulance.

PUBLIC HEARINGS

Item 1 - Consideration of two consolidated appeals, APP 26070 (Hudson and Martin PC, TSD Properties, L.P.) and APP 26071 (Fenton and Keller, A.W. Shucks, LLC), appealing the Planning Commission Resolution No. 2026-04 determining that the "drinking establishment" use (UP 93-45) for A.W. Shucks has been abandoned.

City Attorney Pierik reported that both appellants submitted letters on April 3, 2026, requesting a continuance of the appeal hearing based on the City's production of records related to a public records act request submitted by Fenton and Keller on Feburary 24, 2026. Mr. Pierik stated the City complied with its obligations and recommended the Council hear comments from the appellants and the public before deciding on the continuance.

Public comment on the continuance request:
Derric Oliver, representing the owner's of AW Shucks restaurant (appellant)
Christina Goebelsmann, representing the property owners (appellant)

Council unanimously denied the continuance request, opting to proceed with the appeal hearing after agreeing with the City Attorney that a diligent and thorough records search had provided appellants with sufficient documentation and time.

Planning and Building Director Anna Ginette presented an overview of the consolidated appeals and summarized the history of A.W. Shucks and Use Permit 93-45, which was approved in 1993 for a primarily established drinking place with ancillary restaurant use. She summarized the Planning Commission's determination that the drinking establishment use had been abandoned

in 2023, when they applied for and were approved as a primarily restaurant with drinking establishment as an ancillary use. She stated that both appellants contend the drinking establishment use was not abandoned and request that the City Council overturn the Planning Commission's decision.

Derric Oliver presented A.W. Shucks' appeal, arguing the owner believed their drinking establishment use permit was affirmed in writing, and the Planning Commission improperly overturned its own 1993 decision. He calculated the loss from revoking the permit, factoring in business valuation and competitive advantage, at $1.3 million, covering lost profits, rebranding, remodeling, and loss of investment.

Christina Goebelsmann presented the appeal on behalf of TSD Properties, citing a potential due process violation against the property owner (TSD) and a potential conflict of interest requiring the Mayor's recusal. She stated TSD acted in good faith, having operated the business and confirmed with the City that they possessed the necessary permit for their 30+ years of operation.

Public comment:
John Plastini
Bob Rosenthal
John Atwell
Michael Sepon
Jason Retterer
No name (red blazer)
David Fink
Rowena Waters
Mickey Ford
John
Amy
Greg Cole
Julie Wendt
Todd Tyson
Cheryl Jimez
Joe DiNucci
Cindy Lloyd
Karen Looper
Andi Carr
Randy Basi
Patrick
Kristi Reimers

RECESS
Council took a recess at 7:35 pm, and returned at 8:00 pm.

Council resumed item #1.

Public Comment:
Derric Oliver
Christina Goebelsmann
John Plastini

Mayor Pro Tem Delves supported upholding the appeals, noting that the Planning Commission correctly applied the existing ordinance limiting the town to three drinking establishments (Barmel, Sade's, and AW Shucks). He emphasized that the Basi's (owners of A.W. Shucks) bought an existing bar in good faith based on past city approvals.

Councilmember Baron agreed, stressing that the appeals should be upheld. He noted that the city should have deferred to historical decisions, as the owners relied on the city's guidance and assurances. He argued that the owners have vested property rights and would have acted differently had they been notified that changing seating would risk their use permit.

Councilmember Buder supported upholding the appeals, suggesting a future discussion on the city's policy for the number of drinking establishments. He cited code sections (17.68.050 and 17.14.040(i)) highlighting the thin distinction between bars and restaurants. He noted that the Director of Community Planning and Building never determined the use was abandoned over 30+ years, and the city was aware of and approved AW Shucks' business changes as a legal non-conforming use. He proposed amending UP 93-45 to omit food service and allow it to exceed 10%.

Councilmember Dramov also supported granting both appeals and adopting Resolution #2, noting key city actions in 1993, 2015, and 2023 reaffirmed AW Shucks' status. She stated that AW Shucks clearly operates as a bar/seafood pub and its use has not been abandoned, with the owners acting in good faith.

Mayor Byrne said that although he doesn't like the idea of overturning a Planning Commission decision, there is an issue of fairness, and for the reasons already stated by the Council, he added his support for granting both appeals.

Council discussed the language of Resolution #2, which would allow A.W. Shuck to amend Use Permit 93-45 to keep its current use as a drinking establishment with ancillary restaurant use. Councilmember Dramov suggested adding language to refund both appellants' appeal fees, which the City Attorney confirmed could be added as Section 6.

Motion by Councilmember Baron to approve Resolution 2026-023, labeled as Resolution #2 in the packet, granting both appeals, overturning the Planning Commission's decision, authorizing a refund of both appeal fees paid, and conditionally allowing an amendment to Use Permit 93-45 to add a full line restaurant as an ancillary use that is greater than 10%

of the primary use as a drinking establishment for the property, seconded by Councilmember Dramov, and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

ORDERS OF BUSINESS

Item 2 - Discussion of draft resolutions and ordinance relating to a potential ballot measure to increase the City's Transient Occupancy Tax from 10% to 12% and Direction regarding the submission of such ballot measure to the City's voters at the November 3, 2026, general municipal election

City Attorney Pierik presented draft resolutions and ordinance language related to a potential ballot measure to increase the City's Transient Occupancy Tax from 10% to 12% at the November 3, 2026, General Municipal Election. He reviewed the ballot measure process, summarized the draft language, and noted that the Carmel Innkeepers Association submitted written opposition included in the packet.

Public Comment:
Andi Carr
Carrie Theis
Mark Watson
No name
Mark Stillwell
Nancy Twomey
Kristi Reimers

Councilmember Baron suggested removing the redlined "rent includes…." language from the draft Ordinance and supported the City Attorney's revised ballot question language as presented in the power point slides. Councilmember Buder supported continuing to evaluate the TOT increase as one possible revenue option to address deferred maintenance and capital needs.

Councilmember Dramov said she supports the 2% TOT increase, but she also wants to explore other incentives for hotel owners, such as lowered permit fees for hotel renovation. Mayor Pro Tem Delves supported the increase while acknowledging hotelier concerns and noted the City would also continue exploring other revenue options, including paid parking. Mayor Byrne stated he was more supportive of a sales tax measure and paid parking than a TOT increase.

Motion by Councilmember Baron, directing staff to return in May with amended ballot language for a TOT ballot measure, a resolution with alternative language, and a revised draft ordinance removing the redlined language regarding the definition of rent, seconded by Mayor Pro Tem Delves and approved 4-1-0-0 by the following roll call vote:

AYES: Councilmembers Baron, Buder, Delves, Dramov
NOES: Mayor Byrne
ABSENT: None
ABSTAIN: None

Item 3 - Receive an update on the Design Traditions 1.5 project, and review the proposed Plan, defined Scope of Work, and Proposed Timeline to finalize the Residential Design Guidelines 1.5

Council gave consensus direction to continue this item to May due to the lateness of the evening.

FUTURE AGENDA ITEMS
Councilmember Dramov requested bringing in an expert to give info to Council regarding a city issued bond. Councilmember Baron requested a follow up on the Mills Act moratorium. Councilmember Buder requested a future item on an Urgency Ordinance regarding gravel for site coverage and other measures, based on his meetings with the Fire Wise group for home hardening and wildfire preparedness. Mayor Byrne asked for a presentation on the city's practices for hiring and hiring challenges.

CLOSED SESSION

Council gave consensus direction to continue Closed Session items 4 and 5 to a future date.

City Attorney Pierik read the closed session titles.

Public comment on closed session: None

Closed Session, Item 4 - PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957 Title: Acting City Administrator - *continued to a future date*

Closed Session, Item 5 - CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6 Title of unrepresented employee: Acting City Administrator - *continued to a future date*

Closed Session, Item 6 - CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6; Agency Designated Representatives: Acting Assistant City Administrator Marisa Bermudez, Police Chief Todd Trayer, and Zachery Lopes, Burke Williams & Sorensen; Employee Organization: General Employees Unit, an Affiliated Unit of LiUNA, and Management Employees Unit, an Affiliated Unit of LiUNA

ADJOURNMENT

Council adjourned to Closed Session at 10:25 p.m.

APPROVED: ATTEST:

Dale Byrne, Mayor

Nova Romero, MMC, City Clerk

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

SPECIAL MEETING MINUTES

May 4, 2026

CALL TO ORDER AND ROLL CALL
Mayor Byrne called the meeting to order in the Chambers at 3:06 p.m.
Roll call: Councilmembers Jeff Baron, Hans Buder, Robert Delves, Alissandra Dramov, and Mayor Dale Byrne were present.

PLEDGE OF ALLEGIANCE
Mayor Byrne led the pledge of allegiance.

CONSENT AGENDA

Item #1 was pulled by Councilmember Baron, Item #2 was pulled by Mayor Byrne.

Public Comments: None

Motion by Mayor Pro Tem Delves to approve consent agenda items #3 and #4, seconded by Councilmember Buder, and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

Item 3 - March 2026 Check Register Summary - ***Approved 5-0-0-0-0***

Item 4 - Receive the Carmel Police Department's 2025 Military Equipment Annual Report per AB 481 and approve future purchase of new/replacement equipment - ***Approved 5-0-0-0-0***

ITEMS PULLED FROM CONSENT AGENDA

Item 1 - April 6, 2026, Special Meeting Minutes, and April 7, 2026, Regular Meeting Minutes

Councilmember Baron said that the April 7th minutes (page 6) omitted Mayor Pro Tem Delves and Councilmember Dramov as "yes" voters from item #2. He requested this correction and that adoption be continued to June. Council reached consensus to continue the item.

Item 2 - March 2026 Monthly Reports

Mayor Byrne praised public safety for their response times.

Motion by Mayor Pro Tem Delves to approve consent agenda items #2, seconded by Councilmember Baron, and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

ORDERS OF BUSINESS

Item 5 - Resolution 2026-024 authorizing the City Administrator to execute a contract with GA Technical Services, Inc. in the amount of $295,829 for the Vista Lobos Electrical Panel Upgrade and EV Charging Stations Project for a total not-to-exceed amount of $350,000.

Environmental Analyst Val Gaino gave a presentation and answered questions from the Council.

Public comment: None

Motion by Councilmember Baron to adopt Resolution 2026-024 authorizing a contract with GA Technical Services, Inc. in the amount of $295,829 for the Vista Lobos Electrical Panel Upgrade and EV Charging Stations Project for a total not-to-exceed amount of $350,000, seconded by Mayor Pro Tem Delves, and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

Item 6 - Resolution 2026-025 authorizing the City Administrator to award a janitorial services agreement with Bright Building Maintenance, with an initial term of five years beginning in Fiscal Year 2026-27, with a base fee of $327,000, plus a $6,000 Supplemental Services budget.

Project Manager Tom Ford gave a presentation and answered questions from the Council.

Public comment: None

Motion by Councilmember Baron to adopt Resolution 2026-025 awarding a janitorial services agreement with Bright Building Maintenance, with an initial term of five years beginning in Fiscal Year 2026-27, with a base fee of $327,000, plus a $6,000 supplemental services budget, seconded by Councilmember Dramov, and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

Item 7 - Receive an update on the Design Traditions 1.5 project, and review the proposed Plan, defined Scope of Work, and Proposed Timeline to finalize the Residential Design Guidelines 1.5 - *Continued from April 7, 2026*

Project Manager Tom Ford gave a presentation on the item and answered questions from Council.

Public comment:
Victoria Beach

Mayor Pro Tem Delves reported that progress had been made to improve the document's format and usability but noted that additional review of the content is still needed. He said the next steps are to create a track changes version showing revisions from the prior draft, allowing sufficient time for Planning Commission and Council review, and ensuring staff have the opportunity to provide input. Councilmember Dramov raised concerns that the proposed timeline may be too rigid and doesn't allow much room for flexibility.

Councilmember Baron expressed interest in making the final document more polished, professional, and user-friendly, including the possibility of using an editor. He also noted the importance of managing the schedule around Planning Commission meetings and suggested evaluating whether certain exterior changes should require a higher level of design review and hiring a professional editor to make the final document more polished and professional. Mayor Byrne noted the broader need to invest in better document management for the City's policies and guiding documents.

Council gave consensus direction to proceed with the proposed plan, scope of work, and timeline to finalize the Residential Design Guidelines 1.5.

Item 8 - Consideration of FY 2026-2027 City Council Discretionary Grant Funding and Direction on Distribution of Grant Awards

City Clerk Nova Romero provided a summary of the 18 applications received, noting that after evaluation, staff recommends granting each applicant an equal award of $1,000, totaling $18,000. She suggested an overall budget allocation of $20,000 to maintain a $2,000 reserve for potential future grant funding needs.

Public comment:
Maya Lynn
Lily Senvick
Michelle
Bill Schrier
Leah Beats

Mayor Pro Tem Delves said he would support $1,000 per application, but award $3,000 to Carmel Mock Trial. Councilmember Buder agreed with this suggestion.

Mayor Byrne and Councilmembers Dramov and Baron supported bringing the policy and program back for discussion at a future meeting. Councilmember Buder said the application process should be less cumbersome, given the amount generally awarded.

Motion by Mayor Pro Tem Delves to approve a total of $25,000 allocation for discretionary grants, and award each applicant $1,000, except Carmel High Mock Trial which will be awarded $3,000, and the remaining $5,000 would be reserved for future unforeseen requests, seconded by Councilmember Buder, and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

RECESS
Council took a recess at 4:50 pm and returned at 5:00 pm.

Item 9 - Discuss draft Resolution Of The City Council Of The City Of Carmel-By-ByThe-Sea Ordering The Submission To The Qualified Electors Of The City Of Carmel-By-The-Sea At The November 3, 2026, General Municipal Election A Measure To Increase The Transactions And Use Tax Rate By 0.375% To Make The Total Tax Rate 1.875% and Extending the Duration of the Transactions and Use Tax so that it remains in effect until ended by Voters; and provide direction

City Attorney Pierik presented the draft resolution regarding a potential November 3, 2026 ballot measure to increase the City's Transactions and Use Tax rate by 0.375%, for a total rate of 1.875%, and to extend the duration of the tax until ended by voters.

Council asked questions regarding the proposed ballot language, including whether the language should more clearly state the estimated additional revenue generated by the proposed increase, rather than the total revenue generated by the tax. Council also asked about the removal of the sunset date and requested alternate ballot question wording options, and the next available election date if the measure is not placed on the November 2026 ballot.

Public comment:
Nancy Twomey

Councilmembers Baron and Mayor Pro Tem Delves expressed concern about placing two ballot measures on the same ballot, but noted that this tax would affect both residents and visitors to Carmel, as opposed to TOT which generally would only affect visitors. Councilmember Buder said that upon further discussion and analysis, he is more supportive of pursuing this tax measure sooner rather than later. Councilmember Dramov said that voters will be able to evaluate two

ballot measures separately on the same ballot. Mayor Byrne said he is more in favor of the sales tax ballot measure than the TOT one. He showed a slide that proposes alternate ballot question language for the sales tax measure that more closely aligns with the proposed TOT ballot measure language by stating what the increase in revenue to the City would be if adopted. Council agreed that if there are two ballot measures, the question language should be stated in a similar way to make it clearer.

Council agreed that the Financial Stewardship Ad Hoc (Mayor Pro Tem Delves and Councilmember Buder) should work with the City Attorney on revising the ballot question language to make it clearer, draft the ballot measure argument, and have this item return at the next meeting in June for further discussion and direction on whether to proceed with a sales tax ballot measure for the November 2026 election.

Motion Councilmember Baron to authorize the City Attorney to submit the draft Ordinance language regarding a sales tax increase to the California Department of Tax and Fee Administration for review, seconded by Mayor Pro Tem Delves, and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

Item 10 - Discuss draft Resolution of the City Council of the City of Carmel-by-the-Sea submitting to the qualified electors of the City of Carmel-by-the-Sea a Measure to adopt a new two percent Transient Occupancy Tax, in addition to the existing ten percent Transient Occupancy Tax, and approving the form of the Ordinance to be submitted to the voters; Requesting the Monterey County Elections Department to conduct the Election and requesting consolidation of the General Municipal Election with the Statewide General Election to be held on November 3, 2026; Directing the City Attorney to prepare an Impartial Analysis concerning such Measure; Authorizing the drafting of Primary Arguments and Rebuttals concerning such Measure and provide direction.

City Attorney Brian Pierik presented the draft resolution regarding a potential November 3, 2026 ballot measure to adopt an additional 2% Transient Occupancy Tax, in addition to the City's existing 10% TOT, and answered questions from Council.

Council asked about the proposed ballot measure process, including who may submit rebuttal arguments. City Attorney Pierik stated that he would research this and bring the information back to Council.

Public comment:
Andi Carr
Mark Watson

Councilmember Dramov said she supports the TOT ballot measure and bringing the item back in June for possible approval, noting the City's ongoing efforts to reduce operating costs and evaluate other revenue options. Councilmember Buder showed a slide that showed Carmel has the lowest TOT when compared to similar and nearby jurisdictions. Councilmember Baron said he slightly prefers pursuing the TOT over sales tax, but could be persuaded that having both on the same election could work. Mayor Pro Tem Delves said he would like more discussion on the funding for Visit Carmel marketing. Mayor Byrne said he does not favor the TOT tax, but agreed this should come back in June for more discussion.

Councilmember Dramov moved to direct the Financial Stewardship Ad Hoc Committee to collaborate with the City Attorney on drafting the 75-word ballot measure question and the 300-word measure argument for the proposed Transient Occupancy Tax (TOT) increase, and to return in June for possible adoption of the Resolution to place the ballot measure on the November 3, 2026, ballot. The motion was seconded by Councilmember Buder and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

Councilmember Dramov moved to direct the Financial Stewardship Ad Hoc Committee to collaborate with the City Attorney on drafting the 75-word ballot measure question language and the 300-word measure argument for the proposed Sales Tax (TUT) increase, and to return in June for possible adoption of the Resolution to place the ballot measure on the November 3, 2026, ballot. The motion was seconded by Councilmember Buder and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

RECESS
Council took a recess at 6:37 and returned at 7:06 pm

Item 11 - Receive the 2nd Fiscal Year 2025-2026 Tri-Annual Budget Report

Finance Manager Jayme Fields presented the item and answered questions from Council.

Public comment:
Nancy Twomey

Council expressed its gratitude to Jayme for her triannual budget update and commended her efforts in capitalizing on interest-earning opportunities resulting in additional unexpected revenue.

Councilmember Baron said it would be helpful to see how much of the prior year's unfinished CIP projects have been spent, and how much of the current year's CIP projects have been spent.

Council received the report; Ms. Fields noted that a formal resolution to confirm the budget adjustments to FY 25-26 would be brought back at the next meeting.

CLOSED SESSION

Public comment:
Nancy Twomey

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PURSUANT TO GOVERNMENT CODE SECTION 54957 Title: Acting City Administrator

B. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6; Agency Designated Representatives: Acting Assistant City Administrator Marisa Bermudez, Police Chief Todd Trayer, and Zachery Lopes, Burke Williams & Sorensen; Employee Organization: General Employees Unit, an Affiliated Unit of LiUNA, and Management Employees Unit, an Affiliated Unit of LiUNA

ADJOURNMENT

Council adjourned to Closed Session at 7:32 p.m.

APPROVED: ATTEST:

Dale Byrne, Mayor Nova Romero, MMC, City Clerk

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

REGULAR MEETING MINUTES

May 5, 2026

CALL TO ORDER AND ROLL CALL
Mayor Byrne called the meeting to order in the Chambers at 4:30 p.m.
Roll call: Councilmembers Jeff Baron, Hans Buder, Robert Delves, Alissandra Dramov, and Mayor Dale Byrne were present.

PLEDGE OF ALLEGIANCE
Mayor Byrne led the pledge of allegiance.

A. Carmel High School Report Out - Drew Galy, ASB Student President, provided an update on recent school events, sports, and programs.

B. Non-Profit Spotlight - Set Free Monterey Bay - Kayla Trono gave a presentation on their mission to fight human trafficking. She summarized that the organization is creating new futures through prevention, awareness, and restoration.

C. City Partner Presentations and Fiscal year 2026/2027 budget requests - Representatives from the Carmel Chamber of Commerce, Visit Carmel, and See Monterey each gave presentations regarding their community investment, measurable impact, long-term strategies, and highlighted the organizations' value, return on City investment, and plans for future success and enhanced partnership.

Carmel Chamber of Commerce President and CEO Kati Enea, Visit Carmel Executive Director Amy Herzog, and See Monterey President and CEO Rob O'Keefe addressed Council questions on performance metrics, accountability, ROI, and alignment with City priorities.

Public comment:
Carrie Theis
Patricia Qualls
Chris Morello
Helen Rothwell
Amrish Patel
Edi Matsumoto
Bashar Sneeh

Council thanked them for their presentations and received the information for upcoming budget deliberations.

PUBLIC APPEARANCES
Laura Bolling
Patrick Reeves
Nicholas Crout
Matt David
Megan Range
Kati Enea
Nina Beety

ANNOUNCEMENTS

City Attorney Pierik reported there is no reportable action from last night's Closed Session.

Councilmember Dramov thanked Ken Wysocki, Public Works Director, for his year of service and CIP contributions, and Cindi Mitchell, Police Services and Animal Control Officer, for her 30+ years of dedication as she approaches retirement.

Mayor Pro Tem Delves reported that the street addressing project is nearly complete, with final data submission to the County expected by May 8th. He said that following a review period of two weeks to two months, official approval and implementation is anticipated by July.

Mayor Byrne reported on the following:

- Ken Spilfogel's memorial service was attended by over 150 people.
- The public is invited to the Fire Station on Thursday for the engine push-in event.
- Updates on city projects include work on the DG scenic pathway and a paving project on Scenic now that CAWD's sewer project is complete.
- Monterey High and MPC Theatre will perform *Once Upon a Mattress*.
- Steam cleaning is underway for the Forest Theatre seats.

PUBLIC HEARINGS

Item 1 - Adopt Resolution 2026-029 adopting the Fiscal Year 2026-2027 Fee Schedule for Citywide services

Finance Manager Jayme Fields presented the item, highlighting the changes made to the proposed fee schedule based on the direction from Council at the last meeting, and answered questions from Council.

Public Comment:
Nancy Twomey

Motion by Councilmember Baron to Adopt Resolution 2026-029 adopting the Fiscal Year 2026-2027 Fee Schedule for Citywide services as presented, seconded by Mayor Pro Tem Delves, and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

ORDERS OF BUSINESS

Item 2 - Receive a presentation and consider approving the Technical Advisory Committee (TAC) Franchise Agreement Subgroup's recommendation on the 2030 Collection Franchise Planning Process

Environmental Programs Manager Mary Bilse introduced Rob Hilton (HF&H), who presented the 2030 waste management franchise planning recommendation. Mr. Hilton reported that the TAC agreement subgroup recommended issuing an RFP for solid waste, recycling, and organics collection, open to Green Waste Recovery, LLC and other service providers, and asked Council to approve the Process Integrity Policy.

Council discussed whether the City could preserve the option of a five-year renewal with Green Waste while also proceeding with an RFP. Mr. Hilton confirmed that the RFP process would allow Council to retain that option.

Public Comment:
Carrie Theis
Tim Morris
Zoe Shoats
Jo Todd
Manny Guye
Nick Becker
Emily Hanson

Council reached a consensus agreement that proceeding with the Request for Proposals (RFP) is the best method to ensure competitiveness, while also preserving the option to extend or maintain the current contract.

Councilmember Buder moved to approve the Technical Advisory Committee (TAC) Franchise Agreement Subgroup’s recommendation to begin a competitive Request for Proposal (RFP) process for solid waste, recycling, and organics collection services, allowing Green Waste Recovery, LLC (Green Waste) and others to compete, and to approve the Process Integrity Policy. Mayor Pro Tem Delves seconded the motion, which passed 5-0-0-0 by the following roll call vote:

AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

RECESS
Council took a recess at 7:30 pm and returned at 8:00 pm.

Item 3 - Receive the Fiscal Year 2026-2027 Recommended Budget

Finance Manager Jayme Fields presented the Fiscal Year 2026-2027 Recommended Budget. Ms. Fields stated that the proposed budget reflects a more realistic approach to the City's long-term financial challenges and was developed in collaboration with the Council's Financial Stewardship Work Group. She summarized the major components of the budget, including operating expenses, capital expenses, revenues, and proposed budget reductions. She noted that the Recommended Budget exceeds the Council's goal of reducing operating costs in order to increase funding for capital improvements. She requested Council and public feedback in advance of the May 12, 2026, Budget Workshop.

Council asked questions regarding proposed operating expenditure reductions, the proposed $1 million housing trust allocation, City interest revenue and investments, and how the budget accounts for new CIP funding and carryover funding for incomplete projects.

Public Comment:
Nancy Twomey
Carrie Theis

Council discussed the need to balance destination marketing with the impacts of increased visitor traffic on residents. Councilmembers Baron, Buder, and Dramov expressed interest in a more targeted marketing strategy and asked whether Visit Carmel or See Monterey could help mitigate community impacts. Councilmember Baron also raised concerns regarding the City's annual $700,000 infrastructure contribution to Sunset Center, including the status of the required endowment fund and financial reporting under the lease agreement.

Councilmembers also discussed opportunities to dedicate additional funding to long-term infrastructure and pension obligations. Mayor Pro Tem Delves thanked staff for achieving an 85% operating and 15% capital allocation and suggested maintaining a goal of dedicating at least 10% of the budget to capital expenses. Councilmember Buder suggested considering a policy to dedicate ambulance service revenue to capital improvements and supported a future discussion regarding the Section 115 pension trust. Mayor Byrne noted that paid parking would be discussed at an upcoming meeting and may provide an opportunity to address vehicle impacts and generate revenue.

Staff received feedback from Council; no formal action was taken.

Item 4 - Review Proposed Revocable License Agreement for Parking Management by Good Roots Inc during Car Week 2026 and Adoption of Resolution 2026-028 Approving Execution of Agreement

Police Chief Todd Trayer presented the proposed Managed Parking Pilot Program for Car Week 2026, including a potential partnership with Good Roots, Inc. He explained that the proposal was intended to better manage parking and access, reduce cruising, congestion, noise, and vehicle-related impacts, improve pedestrian safety, and support access to downtown businesses. He emphasized that the proposal was not intended to create a car show.

Chief Trayer stated that the Good Roots plan would use existing downtown side-street parking, with overflow parking at Larson Field and shuttle service to downtown. He also summarized Car Week strategies the Police Department planned to implement with or without Good Roots, including enhanced enforcement, additional staffing, traffic control measures, public messaging, and data collection. He requested Council direction on whether to proceed with the Good Roots partnership or move forward with the Police Department's Car Week management plan without the partnership.

Public comment:
Nancy Twomey
Scott Lonergan
Rob O'Keefe

Mayor Pro Tem Delves stated that, after hearing Chief Trayer's proposed Car Week management plan, and after hearing the community's feedback, he is confident the Police Department's plan would be effective without the Good Roots partnership. Councilmember Dramov agreed and stated that she is opposed to the Good Roots proposal, noting that many residents also expressed opposition and that their proposal did not fit the character of Carmel. Councilmember Buder concurred with the comments made by Mayor Pro Tem Delves and Councilmember Dramov. Councilmember Baron said it appears that the majority of Council is not interested in proceeding with the Good Roots pilot program. Mayor Byrne thanked Good Roots team, Nile Estep and Ashlee Wright, for the effort and innovation they put into their proposal and said that hopefully they will come back next year with more good ideas for Car Week to partner with the City on.

Motion by Councilmember Buder to not proceed with an agreement with Good Root or adopt the Resolution, and have the Police Chief proceed with his proposed management plan strategies for Car Week, seconded by Councilmember Dramov, and approved 5-0-0-0 by the following roll call vote:
AYES: Councilmembers Baron, Buder, Delves, Dramov, and Mayor Byrne
NOES: None
ABSENT: None
ABSTAIN: None

FUTURE AGENDA ITEMS

Councilmember Buder requested future agenda items to discuss a budget policy related to operating and capital allocations, the Section 115 Trust, and a potential policy for ambulance revenue.

CLOSED SESSION

City Attorney read the closed session title.

Public Comment: None

Item 5 - CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6
Title of unrepresented employee: Acting City Administrator

ADJOURNMENT

Council adjourned to closed session at 9:50 p.m.

APPROVED: ATTEST:

_____ _____

Dale Byrne, Mayor Nova Romero, MMC, City Clerk

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

SPECIAL MEETING MINUTES

May 12, 2026

CALL TO ORDER AND ROLL CALL
Mayor Byrne called the meeting to order in the Council Chambers at 4:00 p.m.
Roll call: Councilmembers Jeff Baron, Hans Buder, Mayor Pro Tem Robert Delves, Councilmember Alissandra Dramov, and Mayor Dale Byrne were present.

ORDERS OF BUSINESS

Item 1 - Conduct a Workshop to receive a presentation on the Fiscal Year 2026-2027 Recommended Budget and provide direction.

Finance Manager Jayme Fields presented an overview of the Fiscal Year 2026-2027 Recommended Budget, including revenue sources, performance and historical trends, and proposed expenditures. Acting City Administrator Brandon Swanson stated that staff seeks Council direction before returning in June with the final budget for adoption.

Council asked when the City would expect to begin receiving revenue from a potential sales tax or Transient Occupancy Tax (TOT) increase if either measure is approved by voters in November. Acting City Administrator Swanson said staff would research the timing and provide the information at a future meeting.

Public Comment:
Beth Bowman
Ken White
Graeme Robertson
Nancy Twomey
Cindy Lloyd
Noel Carr
Tasha Witt
Mark Watson
Carrie Theis
Andi Carr
Joe DiNucci
Amy Herzog
Pam Shepherd
Linda Califiore
Sygale Lomas
Kelly Brezoczky
Janine Chiccorat
Rob O'Keefe
Tamara Michie
Shirley Moon
Ellen Martin
Jerry Floyd.

Council discussed beach access and public safety needs. Councilmember Baron asked about funding for the 8th Avenue sand ramp, including prior-year carryover and current-year funding. Acting City Administrator Swanson explained that staff was also evaluating purchase of a specialized beach-access vehicle recommended by the Fire Chief for first responder use and potential Public Works use. He noted that the vehicle may reduce the need for a more extensive sand ramp, but Councilmembers stated that the sand ramp remains important for pedestrian access. Council consensus supported purchasing the specialized beach-access vehicle and continuing work on the 8th Avenue sand ramp.

Council discussed proposed budget reductions. Councilmembers Baron, Buder, and Dramov expressed concern with proposed reductions to forestry-related items, including fuel mitigation, landscaping, and tree maintenance, and supported restoring those items. Councilmember Baron also supported restoring funding for records digitization and employee/Council training. Mayor Pro Tem Delves agreed with the concerns but noted that Council still needs to identify reductions to address the City's deferred maintenance needs. Councilmember Buder suggested staff also review the IT intern budget and annual mail delivery costs for potential savings.

RECESS
Council took a recess from 6:38 p.m. to 7:06 p.m.

Council resumed discussion and reviewed economic development and marketing funding. Councilmember Buder supported maintaining the See Monterey marketing budget for the upcoming year while requesting more targeted, data-driven marketing information. Councilmember Baron expressed concern with the structure and use of Visit Carmel funding, including funds paid through Visit Carmel to the Carmel Chamber of Commerce, and suggested considering a direct allocation to the Chamber. Councilmember Dramov said the overall marketing allocation was significant and should be evaluated for possible reductions. Mayor Pro Tem Delves requested additional visitor and travel data before making a final decision and expressed interest in seeing continued progress by Sunset Center on its endowment efforts. Mayor Byrne supported maintaining the current marketing budget and encouraged greater coordination between Visit Carmel and See Monterey.

Council discussed the City's overall budget approach. Mayor Pro Tem Delves noted that prior budgets were conservative in estimating revenues and expenditures, while the current budget is intended to more accurately reflect actual revenue and spending and place greater emphasis on capital improvements. Councilmember Buder said Council has already pursued cost reductions and revenue opportunities, but the City still faces a funding gap. Councilmember Baron supported continued public discussion of a potential TOT increase and said he believed residents appeared more supportive of a TOT increase than a sales tax increase. Councilmember Dramov requested information on potential revenue from full-time parking enforcement and increased parking citation amounts. Mayor Byrne agreed this information should be included when the paid parking discussion returns in June.

Mayor Pro Tem Delves acknowledged the City's limited workforce and requested a future discussion on customer service and how the City demonstrates value to residents, businesses, and visitors. Mayor Byrne said the Acting City Administrator's customer service program should be funded.

Councilmember Buder requested that the budget book reflect the City's long-term street maintenance strategy and questioned whether the Sunset Center parking lot paving and Piccadilly restroom projects should remain priorities given other needs. Mayor Byrne said Library restoration

improvements should be reflected in the CIP and noted that street paving improvements completed by Cal Am and CAWD have reduced some City paving costs.

Council gave consensus direction to bring back the following capital improvement items for additional discussion: Sunset Center parking lot paving, Piccadilly restroom project, and North Dunes habitat restoration.

Council also authorized the City Administrator to use his discretion on what to restore from the budget cuts that were made, and return with his recommendations at the June meeting. Council gave consensus direction to discuss changing the budget policy to spending 85% of revenue on operating expenses and 15%

Item 2 - Receive a presentation on the updated Council Strategic Priorities list following the January 22nd workshop, and provide direction to staff - Continued from March 24, 2026

Council gave consensus direction to continue this item to July.

ADJOURNMENT

Council adjourned the meeting at 8:21 p.m.

APPROVED:

_____
Dale Byrne, Mayor

ATTEST:

_____
Nova Romero, MMC, City Clerk

CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: April 2026 Monthly Reports

RECOMMENDATION:
Review and receive monthly reports.

BACKGROUND / SUMMARY:
This is a monthly series of reports:

- City Administrator Contract Log *(no contracts under $60K in April)*
- Community Planning and Building Department Reports
- Police, Fire, and Ambulance Reports
- Public Records Act Requests
- Public Works Department Reports

FISCAL IMPACT:
None for this action.

PRIOR CITY COUNCIL ACTION:
None for this action.

ATTACHMENTS:
1. Community Planning and Building Department Reports - April 2026
2. Fire and Ambulance Report - April 2026

3. Public Records Act Requests - April 2026
4. Public Works Director's Report - April 2026

CITY OF CARMEL-BY-THE-SEA
Monthly Report

Community Planning and Building Department

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Shelby Gorman, Administrative Coordinator
SUBMITTED ON:	May 1, 2026
APPROVED BY:	Anna Ginette, Director of Community Planning and Building

APRIL 2026 – DEPARTMENT ACTIVITY REPORT

I. PLANNING PERMIT APPLICATIONS:

In April 2026, 42 planning permit applications were received.

II. BUSINESS LICENSE APPLICATIONS:

In April 2026, 5 business license applications were received.

III. BUILDING PERMIT APPLICATIONS:

In April 2026, 49 building permit applications were received.

IV. CODE COMPLIANCE CASES:

In April 2026, 31 new code compliance cases were created.

V. TRANSIENT RENTAL COMPLIANCE CASES:

In April 2026, 2 new transient rental compliance cases were created.

VI. ENCROACHMENT PERMIT APPLICATIONS:

In April 2026, 24 encroachment permit applications were received.

VII. TREE PERMIT APPLICATIONS:

In April 2026, 24 tree permit applications were received.

VIII. YEAR-TO-DATE TRENDS

Table 1 includes the following April 2026 totals:

- Planning Permit Applications
- Business License Applications
- Building Permit Applications
- Code Compliance Cases
- Transient Rental Cases
- Encroachment Permit Applications
- Tree Permit Applications

April 2026 totals are provided alongside April 2025 totals for comparison. Compared to the same time period in the year 2025, Table 1 denotes percentage changes in the year 2026.

Table 1
Permit Application Totals and YTD Percentage Changes

	PLANNING	BUSINESS LICENSES	BUILDING	CODE COMPLIANCE	TRANSIENT RENTAL COMPLIANCE	ENCROACH-MENTS	TREE REMOVAL & PRUNING
2025 YTD Totals	126	14	189	74	7	101	124
2026 YTD Totals	150	26	223	96	4	101	100
YTD % Difference	+19.05%	+85.71%	+17.99%	+29.73%	-42.86%	+0.00%	-19.35%

Planning Permit Report

04/01/2026 - 04/30/2026

Permit #	Permit Type	Permit Identifier	Track	Project Description	Address/Location	Date Received	Date Approved	Status
26150	Municipal Project	MP 26150 (Vista Lobos - Panel Upgrade & EV Charging Stations)		Electrical Panel Upgrade and EV Charging Stations	SW Corner of Torres & 3rd	5/1/2026		Pending Assignment
26149	Municipal Project	MP 26149 (Devendorf Park - Water Refill Station)		Water Bottle Refill Station at Park Bathrooms	NW Corner of Junipero & Ocean	5/1/2026		Pending Assignment
26148	Appeal	APP 26148 (Stonehouse Terrace)		Appeal of HE 26090 (Stonehouse Terrace)	San Carlos 2 SW of 7th	4/30/2026		Pending Assignment
26147	Temporary Use Permit	TUP 26147 (Il Fornaio - Wedding)		SATURDAY 5/02/26 - TEMP USE PERMIT FOR WEDDING DISC JOCKEY (LIVE MUSIC) IN IL FORNAIO RESTAURNTS PRIVATE DINING ROOM " THE OCEAN AVE ROOM " LOCATEDI NSIDE THE PINE INN HOTEL 4PM - 9PM	OCEAN AVE BETWEEN LINCOLN & MONTE VERDE STREET	4/30/2026		In Review
26146	Design Study	DS 26146 (The Golden Mean, LLC)	One	Amendment to CoAs for DS 23-290 (Golden Mean)	Santa Fe 3 SW of Mountain View	4/28/2026		In Review
26145	Historic Evaluation	HE 26145 (Henderson)		New roof using composite slate Davinci product	Torres 2 SE of 5th			Pending Assignment
26144	Preliminary Site Assessment	PSA 26144 (Fortune)		1. Add 195 SF to main floor and remodel bathrooms / kitchen. 2. Add new 404 SF second floor with a 77 SF deck.	Ocean 1 NE of Carpenter ST			Pending Assignment
26143	Planning Permit Revision	DS 26143 (Minelli)	One	1. Add an additional skylight on the addition area (2) total. 2. Keep the main 100A as is no upgrade. 3. Add an outside shower. 4. Add step lighting at the outside stair. 5. To replace entire roofing material - asphalt shingles - on the entire building	Santa Fe 3 NE Mountain View			Incomplete Submission
26142	Preliminary Site Assessment	PSA 26142 (Guidi)		New Second Floor Addition	NE corner of Ocean Ave. & Carpenter St.	4/27/2026		In Review
26141	Design Study	DS 26141 (Lutz)	One	To supply & install a Generac 22kW Guardian Series Generator. It will be tied into the existing Enphase IQ System Controller 3.	Santa Fe 4 NW of 6th			Incomplete Submission
26140	Historic Evaluation	HE 26140 (Schoone)		Lower Floor: proposed JADU 464 s.f. Main Floor: kitchen & bathrooms remodel Exterior Changes: entry porch remodel. / D&W to be replaced / horizontal wood siding & brick veneer to be replaced w/ cement plaster. / driveway - replace Asphalt surface w/ pavers / Chimney - Apply stone veneer over existing brick	SE corner of Guadalupe and 3rd	4/23/2026		In Review
26139	Design Study	DS 26139 (Kimmel)	One	Installation of two franklin batteries; installation of a franklin energy management system	NW corner of Lincoln & 9th			Incomplete Submission
26138	Preliminary Site Assessment	PSA 26138 (Rothacker)		This project is a whole house remodel of an existing SFD. The kitchen will be enlarged and updated with new cabinets, appliances and counter tops. All bathrooms to be updated. All windows and exterior doors will be replaced. The leaky slate roof will be repaired in kind. Also included is a 615 sqft addition towards the rear of the house, as well as a new 484 sqft attached ADU. 136 sqft basement/cellar will also be added	Forest 2 NW of 8th			Incomplete Submission

26137	Design Study	DS 26137 (Henderson)	One	New roof using composite slate Davinci product	Torres 2 SE of 5th			Incomplete Submission
26136	Historic Evaluation	HE 26136 (Bailey)		Replace gravel roof with galvalume mechanical standing seam metal roof and replace skylights	Junipero 4 SW of 10th	4/20/2026		In Review
26135	Design Study	DS 26135 (Bailey)	Streamlined	Replace gravel roof with galvalume mechanical standing seam metal roof and replace skylights	Junipero 4 SW of 10th	4/20/2026		In Review
26134	Appeal	APP 26134 (Diamond)		Appeal of DS 25206 (Diamond) for any excavation in the beach dine vicinity for concern of beach erosion which would be caused by ADU construction on beach side of Lot 8. Dune has displayed signs of destabilization and erosion in winter months threatening public use.	Scenic Rd 5 NW of 8th	4/17/2026		In Review
26133	Appeal	APP 26133 (Diamond)		Appeal of DS 25206 (Diamond)	Scenic Rd 5 NW of 8th	4/17/2026		In Review
26132	Design Study	DS 26132 (Whatley-Kallas)	Streamlined	Replacement of existing 6' grape stake fence in front setback	SE corner Carmelo & Ocean	4/22/2026		In Review
26131	Use Permit	UP 26131 (VIN by the Sea)		Expansion of use case permit UP 24-077. Expand interior seats from 26 to 40 total, 20 total exterior. Expand current restaurant into adjacent space on the parcel, that new space to include storage, retail, and private dining.	Dolores 2NW of 6th Ave			Incomplete Submission
26130	Design Study	DS 26130 (Newman)	One	Change deck railing material from wood to glass.	Carmelo Street 3 SE of 4th	4/21/2026		In Review
26129	Use Permit	UP 26129 (Char Steakhouse)		Expansion of existing restaurant using space next door as a new lounge for the restaurant	Dolores btwn Ocean & 7th			Incomplete Submission
26128	Design Study	DS 26128 (Zaslow)	Streamlined	Full Reroof - Tear-off existing wood shake roof, Install 1/2" CDX laminated plywood sheathing over existing skip sheathing. Install new underlayment. Install 36 Sq of Sheffield Metals 16" wide snap-lock metal roof panels in the color TLG MEDIUM BRONZE	2984 Santa Lucia Ave	4/30/2026		In Review
26127	Design Study	DS 26127 (Smith)	One	Installation of a Kohler 30RCLA 30kW natural gas standby generator with 200A automatic transfer switch (Kohler RDT). Generator located on exterior concrete pad. Associated electrical conduit, gas piping, and disconnecting means.	NW corner of Carmelo & 8th			Incomplete Submission
26126	Design Study	DS 26126 (Rothacker)	Two	This project is a whole house remodel of an existing SFD. The kitchen will be enlarged and updated with new cabinets, appliances and counter tops. All bathrooms to be updated. All windows and exterior doors will be replaced. The leaky slate roof will be repaired in kind. Also included is a 615 sqft addition towards the rear of the house, as well as a new 484 sqft attached ADU. 136 sqft basement/cellar will also be added.	Forest 2 NW of 8th			Incomplete Submission
26125	Planning Permit Revision	DS 26125 (DeCaussin)	One	Plan Amendment to permit DS 24-198 to include: Add new window to existing living room, to match existing. No change to site coverage or F.A.R. calculations.	Carmelo St. 2NE of 8th Ave.			Incomplete Submission
26124	Historic Evaluation	HE 26124 (Laney)		Remodel	Santa Rita 2 SW 4th	4/13/2026		In Review
26123	Use Permit	UP 26123 (Max & Mike's Creamery)		Conditional Use Permit for a 400-square-foot Ice Cream Shop (Specialty Restaurant)	SW corner of Lincoln & Ocean	4/21/2026		In Review
26122	Temporary Use Permit	TUP 26122 (7th & Dolores - Tent)		Installation and breakdown of a 20x40 temporary tent in the restaurant patio for a private event. Guests will be having a reception inside the tent to shelter from the incoming rain. Install to take place on 4/9. Event is on 4/10/2026 from. Breakdown to take place on 4/14/2026.	7th & Dolores	4/9/2026		Closed

26121	Design Study	DS 26121 (Gustaveson)	Streamlined	Replace current front door and window on the side of the door with a new front door and window.	Santa Fe 5 SW of 5th	4/13/2026		Incomplete Submission
26120	Preliminary Site Assessment	PSA 26120 (Branch)		Residential remodel	7th & Forest NW	4/8/2026		In Review
26119	Notice of Exempt Work	EW 26119 (Sheffield)		Replace front door.	3 SE 4th on Carpenter	4/7/2026	4/7/2026	Approved
26118	Design Study	DS 26118 (Nye)	Two	Scope of Work: 1. Remodel and addition to a new one-story s.f.d. with a detached parking pad. 2. New detached garage in the same location of the existing parking pad. 3. New 27.3 sq.ft. Addition to the main dwelling, new windows, new wood shingle siding to replace the existing board and battens, and a new rear covered porch. 4. Interior remodel; reconfigure the program of the existing bedrooms, 5. A new roof structure; replacing the existing flat roof and sections of the pitch roof with a new 4:12 pitch roof. 6. Replacing the walkways and patio, bringing the coverage into compliance. 7. New landscaping 8. Two new loe canopy trees and one new upper canopy tree. Removing one non-native tree on the rear yard. 9. No grading	Junipero St 2 SE of 10th Ave	4/13/2026		Corrections Required
26117	Design Study	DS 26117 (Louth)	Two	DEMOLITION OF AN EXISTING ONE-STORY SINGLE-FAMILY DWELLING WITH AN ATTACHED ONE-CAR GARAGE, AND ALL SITE IMPROVEMENTS. 2. CONSTRUCTION OF A NEW TWO-STORY SINGLE FAMILY DWELLING, TWO STORY, WITH AN ATTACHED ONE-CAR GARAGE. 4. NEW WALKWAYS, DRIVEWAY, AND FENCES 5. GRADING PENDING 6. NO PROTECTED TREE REMOVAL, AND PROPOSING ONE NEW PINE TREE.	Lincoln 3 NE of 12th & Lincoln 2 SE of 12th Ave	4/13/2026		In Review
26116	Design Study	DS 26116 (Nudelman)	One	Replace all windows and french doors; replacement to be exact size of current	Santa Rita 4 SW of 2nd			Incomplete Submission
26115	Design Study	DS 26115 (Heron)	Two	Remodel existing single family home. No new floor area: existing 3,263 sqft proposed 3,253 sqft. Remodeled paving and landscaping	6 Sand & Sea	4/20/2026		In Review
26114	Design Study	DS 26114 (Realmuto)	Streamlined	Tear off existing wood shake roof and install all new 1/2" OSB sheathing and all new 24 gauge pre-painted steel 1 1/2" snaplock 15" wide metal panel standing steam. 2,400 sqft with detached garage.	NWC Torres & 2nd	4/6/2026		In Review
26113	Preliminary Site Assessment	PSA 26113 (Maurutto)	Two	Construction of a new 247 SF detached garage to replace an existing parking pad in the side yard setback	NE corner of Mountain View Avenue and Guadalupe	4/24/2026		In Review
26112	Historic Evaluation	HE 26112 (Reinitz)		Replacing old and damaged shake roof with new Composition roof	Monte Verde 3 SE 9th	4/8/2026		In Review

26111	Design Study	DS 26111 (Sweet)	One	MINOR EXTERIOR REHABILITATION AND SELECTIVE RECONSTRUCTION OF AN EXISTING DESIGNATED HISTORIC SINGLE- FAMILY RESIDENCE. WORK INCLUDES REPLACEMENT OF DETERIORATED NON-ORIGINAL WINDOW AND DOOR ASSEMBLIES, RECONSTRUCTION OF AN EXISTING NON-ORIGINAL SHED ROOF STRUCTURE, INSTALLATION OF HISTORICALLY COMPATIBLE WINDOW UNITS, A 36 S.F BAY PROJECTING OFF WALL FACE AND CORRECTION OF AN EXISTING NON-HISTORIC KITCHEN NOOK, WITH REINTRODUCTION OF A WINDOW OPENING TO RESTORE HISTORIC COMPATIBILITY FOLLOWING PRIOR NON- ORIGINAL ALTERATIONS COMPLETED IN 1999. MOST PROPOSED WORK OCCURS ON ELEVATIONS NOT VISIBLE FROM THE PUBLIC RIGHT-OF-WAY. NO CHANGE TO USE, OCCUPANCY, OR PRIMARY HISTORIC MASSING OF THE STRUCTURE IS PROPOSED.	SW corner Casanova & 11th	4/13/2026		In Review
26110	Design Study	DS 26110 (Morey)	Streamlined	replacement of the existing driveway using the existing driveway pavers. The existing driveway pavers will be removed to allow for excavation and replacement of approximately 6 cubic yards of base material and pavers re-installed in the same location. Work will consist of carefully removing existing pavers, preparing the subgrade, installing a new base material, compacting to proper specifications, and reinstalling the original pavers. No changes will be made to the driveway's size, location, configuration, or drainage patterns. Not removing any walls. The authorized work is	Carpenter 5 NW of 6th	4/13/2026	4/28/2026	Approved
26109	Notice of Exempt Work	EW 26109 (Hirshman)		Replace existing fence with 6-foot wooden fence at eastern and southern property lines, not within the front setback	Lincoln 3 SE of 1st Ave	4/1/2026	4/6/2026	Approved

Total Records: 42 **5/1/2026**

Business License Report

04/01/2026 - 04/30/2026

Entity #	Application Type	Business Name	Business Description	Location	Date Received	Date Approved	Status
26026	Ownership Change	Devine & Co Private Jeweler & Appraiser	Jewelry appraisals, custom jewelry, repair, consignment	6th Ave 2 NW of Dolores St	4/21/2026		In Review
26025	New Business	Continuum Physical Therapy	Physical Therapy	Mission 3 SW 5th	4/20/2026	4/22/2026	Approved
26024	New Business	Law Office of James R. Janz	Legal services provided by sole proprietor - semi-retired	NEC Carpenter & 4th	4/20/2026		In Review
26023	Ownership Change	Carmel Gardens Inn	Inn/ BnB	Torres St & 4th Ave	4/8/2026		In Review
26022	New Business	KLB Design, LLC	Floral Design Services; floral & floral supply purchases; design for wholesale, resale, & design consulting services	San Carlos 3 SW of 11th	4/6/2026	4/15/2026	Approved

Total Records: 5 **5/1/2026**

Building Permit Report

04/01/2026 - 04/30/2026

Permit #	Date Submitted	Date Approved	Project Description	Valuation	Permit Type	Property Location
260223	4/30/2026		Construction of a new 252sf one car garage.	380,000	Building	5855 Junipero Ave
260222	4/30/2026		SFR remodel to include a 148sf addition, new covered entry of 50sf, new exterior doors and windows, and new site site coverage throughout. Replacement of existing flat roof with new sloped roof.	380,000	Building	5855 Junipero Ave
260221	4/29/2026		install 2 batteries 27kwh ESS	20,000	Electrical	Monte Verde 2 NW of 10th
260220	4/29/2026		Install a roof mounted 4.14 kW pv system with nine panels and two 10kWh batteries.	39,240	Electrical	NW Corner of Santa Fe & 6th
260219	4/29/2026		Tear off existing concrete tile roof system on buildings 5 & 6. Install 49.5 squares of Saxony 900 slate standard weight concrete tile to match existing color.	113,060	Roofing	SE Corner of Ocean & Junipero
260218	4/29/2026	4/29/2026	Remove 2 50 gallon water heaters - Install 1= 100 gallon Bradford White residential water heater.	3,900	Plumbing	Scenic 5 NW of 8th
260217	4/29/2026	4/29/2026	Replace 100 amp main panel like for like same location.	2,500	Electrical	Lopez 8 NW of 4th
260216	4/27/2026	4/27/2026	Retroactive permit for installation of tankless water heater.	1,500	Plumbing	Lobos 5 NE of 2nd
260215	4/27/2026	4/29/2026	Partial re-roof overlay. Install 10 squares of Duro-Last 50 mil single-ply PVC membrane in the color "Grey" with crushed rock ballast.	27,047	Roofing	San Carlos 2 SW of Ocean
260214	4/27/2026		Installation of new 27kwh ESS	20,000	Electrical	Torres 4 NE of 3rd
260213	4/27/2026	4/27/2026	Replace 100amp subpanel in kind.	1,000	Electrical	San Antonio 3 SE of 4th
260212	4/27/2026	4/27/2026	Remove wood shingle roof and install Certainteed Presidential TL roof in color "Country Gray".	80,028	Roofing	San Carlos 8 SE 13th
260211	4/24/2026		Overlay existing cap sheet membrane with new Duro-Last 50 mil PVC single ply membrane in color "White".	89,169	Roofing	Carmel Plaza

260210	4/24/2026	4/29/2026	Overlay existing cap sheet roof with new Duro-Last 50mil single-ply PVC membrane in the color "Tan". Install new Malarkey Highlander comp shingles in the color "Natural Wood" at pitched roof section.	55,252	Roofing	Ocean 2 SE of San Carlos
260209	4/27/2026		Proposed existing deck and balcony retrofit/rebuild.	100,000	Building	Acacia 3 NW of Flanders
260208	4/24/2026	4/27/2026	Exploratory demolition to determine extent of dry rot. Remove tile in rooms 9 and 11 to access first floor ceiling framing.	25,000	Demolition	NE Corner of Monte Verde & 7th
260207	4/24/2026	4/27/2026	Interior remodel of existing half bathroom to new full bathroom with addition of tub/shower combo and second sink. Modify interior walls to create dedicated closet space for master bedroom. Reduce size of one bedroom window.	20,000	Building	Carpenter 3 NW of 6th
260206	4/21/2026		Replace two patio doors and skylights. Install new garage door and stone facade at retaining walls. Replace kitchen and bathroom cabinetry, fixtures, and finishes. Install new fireplace insert.	185,000	Building	Dolores 3 NE of 3rd
260205	4/20/2026		Addition of a washer back to the main residence and one HE washer/dryer in the ADU.	1,000	Building	San Carlos 2 SW of 1st
260204	4/20/2026		Installation of gas line to fireplace.	2,500	Plumbing	San Carlos 2 NE of 12th
260203	4/20/2026		Installation of an automatic security gate for the police department parking lot.	42,650	Building	SE Corner of Junipero & 4th
260202	4/20/2026		Replace gravel roof with galvalume mechanical standing seam metal roof. Replace skylights.	48,393	Roofing	Junipero 4 SW of 10th
260201	4/20/2026	4/27/2026	Add 30kw battery backup and replace existing sub-panel with "Span" smart panel.	20,000	Electrical	NW Corner of Carmelo & 12th
260200	4/16/2026		Foundation Repair install 6 push pier 8 Intelli Jacks.	29,000	Building	8th 2 SE of Santa Fe
260199	4/16/2026	4/16/2026	Replace FAU with Bryant 927TA48060 FAU in existing area	11,000	Mechanical	25905 Junipero Street
260198	4/15/2026	4/21/2026	Install 13.5 kW ESS inside the garage	19,500	Electrical	San Carlos 4 NW of 2nd

260197	4/14/2026	4/15/2026	Remove and recycle existing FAU and water heater. Install new two-ton Midea air handler and heat pump mounted on outside of house. Run power from panel to service disconnects. Install new fifty-gallon Navien heat pump water heater. CONDITION: Heat pump shall not be placed on the front of property and shall maintain a 36" clear working space in front of installation.	18,500	Mechanical	SE Corner of Santa Fe & 3rd
260196	4/14/2026	4/29/2026	1) Remove 2 existing rooftop gas/electric package units and dispose of. 2) Install 2 new Bryant rooftop gas/electric units with equal capacity. 3) Install 2 curb adapters to adapt new units to existing curbs. 4) Connect to existing duct work, electric, thermostat & control wiring. 5) Install new electric disconnects at each unit connecting to existing wiring. 6) Provide crane rigging to remove old and install new units. 7) Provide Tropicoat protection to the new units for enhanced corrosion protection to coils and cabinets of the units	80,000	Mechanical	SW Corner of Ocean & Junipero
260195	4/14/2026		Reroof 1700 sq ft with DaVinci Multi-Width Slate (Color: European) Class A	50,000	Roofing	Torres 2 SE of 5th
260194	4/13/2026	4/13/2026	Replace leaking water heater - Install Bradford White RG150T6n 50 gallon natural gas heater	2,100	Plumbing	Mission 2 NE of 11th
260193	4/13/2026	4/13/2026	Remove existing cedar shake roof and replace with new class "A" Certainteed Presidential TL roof in color "Autumn Blend".	64,870	Roofing	Lopez 8 SE of 2nd
260192	4/13/2026		Remove existing cedar shake roof and replace with a new class "A" Brava Shake natural cedar roof. Replace low slope section with IB 18 mil bronze PVC.	75,000	Roofing	Mission 5 SW of 10th
260191	4/10/2026		Installation of 20'x40' tent on patio.	0	Building	SE Corner of Dolores & 7th

260190	4/10/2026	4/10/2026	Replacement of 12 existing windows with new aluminum windows within the same opening (no change to locations/sizes)	0	Exempt Work	4801 Monterey St
260189	4/10/2026		Generator Install w/ minor garage modification: Remove 10'x8' section of north wall, build gen room w/ 1-hr rates walls. Install 38kW Kohler 38RCL, 200A RDT ATS + WMAG	45,000	Building	Scenic 2 SW of Ocean
260188	4/10/2026		Install 30kW Kohler 30RCLA generator and 200A RDT automatic transfer switch on north side of driveway. Visual enclosure + WMAG sound system	25,000	Electrical	NW Corner of Carmelo & 8th
260187			Refurbish Bath #2 with new fixtures and finishes. Layout to remain the same.	25,000	BP Revision	Santa Fe 5 SW of 5th
260186	4/10/2026	4/20/2026	Interior renovations to bathroom and kitchen. No exterior changes associated with work.	120,000	Building	Vizcaino 11 SW of Mountain View
260185	4/9/2026	4/9/2026	Retroactive permit for reroof with Owens Corning Duration Max Shingles in "Sycamore" color, using hot-dipped galvanized nails, install ridge vents on ridge line, new copper edge metal & pipe jacks.	22,600	Roofing	Camino Real 4 SW of 2nd
260184	4/8/2026		Install a 20kWh energy storage system to the existing PV system. Install two 10C batteries, no main service panel upgrade.	28,525	Electrical	Perry Newberry 2 SW of 4th
260183	4/8/2026	4/8/2026	Remove existing wood shake roof system and install new Presidential TL roof system in color "Autumn Blend".	21,285	Roofing	Santa Rita 3 SE of 4th
260182	4/8/2026	4/13/2026	New roof-mounted PV solar system (4.14 kW) with Energy storage (18 kWh storage).	27,826	Electrical	Santa Fe 3 SW of Mountain View
260181	4/6/2026	4/6/2026	Tear off wood shingle roof and install Certainteed Presidential TL roof in color "Autumn Blend".	58,578	Roofing	NW Corner of Mission & 12th
260180	4/6/2026	4/24/2026	Legalize previously installed bathroom in basement.	12,000	Building	26126 Ladera Drive
260179	4/2/2026	4/2/2026	Install New Mitsubishi Heat Pump Model # MXZ-2D20NL, 20,000BTU, 1.5Ton on right side of house	13,000	Mechanical	10th 2 NW of Dolores

260178	4/2/2026	4/20/2026	500sf remodel of an existing SFR with a 16sf closet addition including the removal of a deck and stairs in the rear, addition of a deck and stairs over existing site coverage in the rear, a sand-wash station enclosure, new comp shingle roof in "Weathered Wood" color, replacement of all windows and doors finished in "Sierra Pacific "Westchester" white cladding, repainting of exterior in Sherwin Williams "Riverway" and trim in Sherwin Williams "Moderne White".	200,000	Building	Guadalupe 3 SW of 2nd
260177	4/1/2026		Remove and replace existing FAU with a Bryant 37MUHA heat pump.	35,000	Mechanical	San Antonio 3 NE of 4th
260176	4/1/2026	4/1/2026	Remove existing wood shake roof and install new Landmark TL composition roof in color "Shenandoah".	24,000	Roofing	Carmelo 2 NW of 4th

Total Records: 49 **5/1/2026**

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Code Compliance Report

04/01/2026 - 04/30/2026

Case #	Case Date	Status	Location	Problem Description	Date Received	Date Closed
26096	4/30/2026	Open	25960 JUNIPERO ST	Excessive organic waste	4/29/2026	
26095	4/30/2026	Closed	South side of Ocean between Monte Verde and Lincoln	Chairs and utility cart in the public right-of-way	4/30/2026	4/30/2026
26094	4/29/2026	Open	WS San Carlos between Ocean & 7th	Pebbles installed in the public right-of-way	4/29/2026	
26093	4/29/2026	Open	San Carlos 2 NE of 7th	Violation of Use Permit	4/29/2026	
26092	4/24/2026	Closed	Dolores SW of 5th	Sign in public sidewalk	4/24/2026	4/24/2026
26091	4/17/2026	Closed	SWC Carpenter and 2nd	Signs in public right-of-way	4/17/2026	4/17/2026
26090	4/29/2026	Closed	ES Dolores between Ocean & 7th	Sandwich board sign in the public right-of-way	4/28/2026	4/29/2026
26089	4/28/2026	Closed	Guadalupe 2 SE of 2nd	Excessive noise from chainsaw	4/28/2026	4/28/2026
26088	4/25/2026	Open	SW Corner of Ocean & Dolores	Unpermitted sign adjacent to public right-of-way	4/25/2026	4/25/2026
26087	4/25/2026	Open	NW Corner of Santa Rita and 2nd	"Open House" real estate signs in public right-of-way	4/25/2026	
26086	4/25/2026	Closed	Lopez 8 NE of 4th	Tables, cones and woodworking materials in the public right-of-way	4/25/2026	4/25/2026
26085	4/18/2026	Open	SW Corner of Mountain View & Crespi	Unpermitted real estate "Open House" sign.	4/18/2026	
26084	4/18/2026	Open	SE Corner of Ocean & Forest	Unpermitted real estate "Open House" sign.	4/18/2026	
26083	4/18/2026	Closed	Carmel Plaza, upper level	Unpermitted large banner sign at storefront entrance	4/17/2026	4/18/2026
26082	4/18/2026	Open	Carmel Plaza	Unpermitted exterior A-frame sign in the public right-of-way	4/17/2026	4/18/2026
26081	4/18/2026	Open	Carmel Plaza, Ocean Ave and Mission St., Ste. 115	Unpermitted floor-standing sign in public right-of-way on upper level of Carmel Plaza.	4/17/2026	
26080	4/18/2026	Open	Carmel Plaza	Various Tenants: Excessive exterior signage, window signage and unapproved banners.	4/18/2026	

26079	4/15/2026	Closed	2nd 3 SE of Carpenter	Unshielded portable toilet in public right-of-way without a permit. BP 250086 (Martin)	4/15/2026	4/25/2026
26078	4/14/2026	Closed	N Carmelo 5 SE of 2nd / 246 N Carmelo Street	Site coverage without a permit	4/14/2026	4/16/2026
26077	4/15/2026	Open	SW Corner of Santa Rita & 1st	Utility trailer and black Ford Fusion parked in public right-of-way for more than 72 hours. BP 240491 (Salehi - ADU) & BP 240490 (Salehi)	4/15/2026	
26076	4/15/2026	Closed	SE Corner of Santa Rita & 1st	Possible short-term rental	4/15/2026	
26075	4/15/2026	Closed	Camino del Monte / NE Corner of Mission & 3rd	Trucks blocking traffic on Camino del Monte	4/15/2026	4/15/2026
26074	4/10/2026	Closed	SW Corner of San Carlos and 10th	Two "Open House" signs in the public right-of-way	4/11/2026	4/11/2026
26073	4/4/2026	Closed	NW Corner of Torres & 8th	"Open House" signs in the public right-of-way	4/4/2026	4/11/2026
26072	4/4/2026	Closed	NE Corner of Carpenter & 2nd	"Open House" sign in public right-of-way	4/4/2026	4/11/2026
26071	4/4/2026	Closed	NW Corner of Carpenter & 2nd	"Open House" sign in public right-of-way		4/11/2026
26070	4/8/2026	Open	SW Corner of Monte Verde and Ocean	Unpermitted Construction/Conversion of Unit	4/7/2026	
26069	4/9/2026	Open	NW Corner Lincoln & 8th 010-920-080	Remodel construction at subordinate unit/ADU including but not limited to framing of floor system without proper vapor barrier, drywall (purple board not approved for shower compartment) & potentially M.E.P. all without a building permit.	4/9/2026	
26068	4/9/2026	Open	Torres 5 NE of 5th	Transient Rental	4/8/2026	
26067	4/8/2026	Closed		Landscaping contractors using gas leaf blowers	4/3/2026	4/8/2026
26066	4/2/2026	Open	SW Corner of Torres & 10th	Siding in disrepair; overabundance of bees and woodpeckers disturbing adjacent properties.	4/1/2026	

Total Records: 31 **5/1/2026**

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Transient Rental Report

01/01/2026 - 04/30/2026

Case #	Street	Status	Date Received	Last Status Date	Date Closed
26076	Santa Rita	Closed	4/15/2026	4/15/2026	4/25/2026
26068	Torres	Open	4/8/2026	4/11/2026	
26063		Open	3/24/2026		
26013	Mission	Closed	1/13/2026	1/27/2026	4/11/2026

Total Records: 4

5/1/2026

Encroachment Permit Report

04/01/2026 - 04/30/2026

Permit #	Permit Type	Date Submitted	Project Description	Property Location	Date Issued	Status
260101	Temp Ench	4/30/2026	Restore a 28'x4' asphalt patch.	Casanova 2 NW of 13th	4/30/2026	Issued
260100	Temp Ench	4/29/2026	Cal-Al will be renewing the water service from a 3/4" service to a 1" water service.	Santa Fe 3 SW of 2nd	4/30/2026	Issued
260099	Temp Ench	4/29/2026	Applicant to trench, backfill and install electric substructures/ PG&E to install new underground electric services. ROAD CLOSURE REQUIRED. PM #35709694.	Torres 5 NE of 5th		In Review
260098	Temp Ench	4/29/2026	Repair section of sewer lateral using pipe bursting.	Vizcaino 3 NW of Flanders	4/30/2026	Issued
260097	Temp Ench	4/27/2026	Placement of a POD container in public right of way for moving & storage.	Santa Rita 2 NW of 1st	4/29/2026	Issued
260096	Temp Ench	4/27/2026	Closure of sidewalk and parking stalls for associated building permit. CONDITION: "Sidewalk Closed Ahead" signs are required at the corners of Monte Verde & 7th and Lincoln & 8th.	SWC of Lincoln & 7th	4/29/2026	Issued
260095	Temp Ench	4/27/2026	PG&E to replace pole, replace overhead service and install overhead transformer. Tree trimming and road closure required. PM# 35694769	Carmelo St & 4th Ave, Carmel		In Review
260094	Temp Ench	4/24/2026	Applicant to trench, backfill and install electric substructures. PG&E to replace pole, replace overhead services, install new overhead transformer install new underground electric service. ROAD CLOSURE AND TREE TRIMMING REQUIRED. PM# 35715481	12th 2 NE of Camino Real		In Review
260093	Temp Ench	4/23/2026	8'x6' asphalt patch after water leak.	Lincoln 150' NE of 5th	4/24/2026	Issued
260092	Temp Ench	4/23/2026	Replace 100' of 4" cast iron sewer lateral with 4" SDR 17. Opening a 8'x6'x9' hole in street to access.	NE Corner of Dolores & 11th	4/23/2026	Issued

260091	Temp Ench	4/21/2026	25'x2' patch to repair following CalAm leak.	Intersection of Santa Lucia & San Antonio	4/21/2026	Issued
260090	Temp Ench	4/21/2026	5'x4' asphalt patch in parking area for CalAm repair.	Mission 150' NE of 5th	4/21/2026	Issued
260089	Temp Ench	4/20/2026	Dig trench for PG&E electrical conduit from pole to meter. No lane closure required.	NE Corner of Camino Real & 12th	4/20/2026	Issued
260088	Temp Ench	4/20/2026	Vegetation management - trimming of one tree near power facilities. PM# 8210320	3024 Santa Lucia		In Review
260087	Temp Ench	4/16/2026	1) Remove 2 existing rooftop gas/electric package units and dispose of. 2) Install 2 new Bryant rooftop gas/electric units with equal capacity. 3) Install 2 curb adapters to adapt new units to existing curbs. 4) Connect to existing duct work, electric, thermostat & control wiring. 5) Install new electric disconnects at each unit connecting to existing wiring. 6) Provide crane rigging to remove old and install new units	Ocean ave Suite #213, Carmel-By-The-Sea, CA 93921	4/29/2026	Issued
260086	Temp Ench	4/15/2026	Proposal to replace sidewalk in front of property.	Monte Verde 2 NE of 6th		In Review
260085	Temp Ench	4/14/2026	Patch 6'x6' road repair.	Lincoln 10' SW of 6th	4/15/2026	Issued
260084	Temp Ench	4/13/2026	Replace portion of a 8" cast iron main that is tied into a 4" cast iron main above the existing hydrant. Relocate to middle of intersection. CONDITION: The applicant must notify residents impacted by this upcoming work.	Intersection of Dolores & 1st	4/16/2026	Issued
260083	Temp Ench	4/13/2026	Excavate for a new sewer line. Additionally, rectify code compliance case by removing all DG except for a 4' wide pathway straight from the ROW to front entrance.	SE Corner of Santa Fe & Mountain View	4/15/2026	Issued

260082	Temp Ench	4/10/2026	Replace sewer lateral using pipe bursting.	San Antonio 3 SW of 10th	4/13/2026	Issued
260081	Temp Ench	4/8/2026	Expand traffic control plan and parking closures for foundation only building permit.	SW Corner of Dolores & 5th	4/20/2026	Issued
260080	Temp Ench	4/6/2026	PG&E to replace pole, replace overhead service, replace overhead transformer and install span guy. ROAD CLOSURE REQUIRED. PM# 35703027	Lincoln 3 NW of 11th	4/8/2026	Issued
260079	Driveway	4/3/2026	Replace concrete driveway with pavers in existing footprint	NEC Camino Real & 12th		Closed
260078	Temp Ench	4/2/2026	4'x4' asphalt patch and replace of curb and gutter.	Mission 2 NE of 5th	4/8/2026	Issued

Total Records: 24 **5/1/2026**

Tree Permit Report

04/01/2026 - 04/30/2026

Permit #	Permit Date	Permit Type	Location of Property	Description	Status	Approved Date
26077	4/2/2026	2. Tree Removal/Pruning	Forest 2NW 7th	New construction 548sf attached ADU; tree removal due to proposed ADU construction footprint	Approved	4/2/2026
26078	4/3/2026	2. Tree Removal/Pruning	Santa Fe 5 NW of 3rd	100 foot Carmel pine in front yard near property line of 5 NW 3rd and 6 NW 3rd. There have been so many of these old pines falling that I'd like to take it out before it does. I'd like to evaluate its current condition.	Approved	4/3/2026
26079	4/6/2026	2. Tree Removal/Pruning	25935 Ridgewood Rd	1 20" DBH Oak	Approved	4/7/2026
26080	4/7/2026	4. Emergency Tree Work	San Carlos 2 SE of 10th	Dead Pine Tree	Approved	4/7/2026
26081	4/7/2026	1. Tree Evaluation	Torres 3 SE of 5th	Monterey pine in front of doorway + path	Approved	4/13/2026
26082	4/9/2026	2. Tree Removal/Pruning	Fraser Way 2 NE of Camino Real	Removal of dead Oak Trees	Approved	4/22/2026
26083	4/10/2026	2. Tree Removal/Pruning	Santa Fe 5 SE of Ocean Ave	Fire dept request on one of the trees	Approved	4/8/2026
26084	4/10/2026	2. Tree Removal/Pruning	NE Corner of 3rd & Santa Rita	1 tree, approx a little over single-story roof height (20'?), oak	Approved	4/22/2026
26085	4/13/2026	1. Tree Evaluation	Forest 2 NW of 8th	3 distress Douglas Fir trees seem damaged by beetles and show problems, dead branches	In Review	
26086	4/13/2026	2. Tree Removal/Pruning	SE Corner of 7th and Lincoln	see attached	In Review	
26087	4/13/2026	2. Tree Removal/Pruning	Guadalupe 2 SE of 2nd	40 inch Cypress	Approved	4/14/2026

26088	4/13/2026	2. Tree Removal/Pruning	Mission 3 NW of 12th	3 oak trees and rose bushes on house siding. Branches over 6" diameter overhanging above home	Approved	4/15/2026
26089	4/14/2026	2. Tree Removal/Pruning	Torres 3 SE of 5th	Monterey pine in front of doorway + path	Approved	4/14/2026
26090	4/15/2026	1. Tree Evaluation	Ocean 2 NW Santa Fe	douglas fir, 34 inch diameter, 50 to 60 feet high	Approved	4/20/2026
26091	4/20/2026	2. Tree Removal/Pruning	3rd Ave 3 NW of Junipero	Refer to attached requested Structural Engineers Report	Approved	4/23/2026
26092	4/20/2026	2. Tree Removal/Pruning	Camino Real 4 SE Ocean	After meeting with Gates Tree Service we require the removal of 2 dead oak trees.	In Review	
26093	4/21/2026	1. Tree Evaluation	Guadalupe St 3SE of 4th	EVALUATE dead coast live oak on private property	In Review	
26094	4/21/2026	1. Tree Evaluation	Torres 4 SW of 8th	Remove one 15DBH California Live Oak tree from the north side of the house	In Review	
26095	4/21/2026	2. Tree Removal/Pruning	Ocean 2 NW Santa Fe	douglas fir, 34 inch diameter, 50 to 60 feet high	Approved	4/20/2026
26096	4/22/2026	1. Tree Evaluation	Guadalupe 2 SE of 3rd	1 pine tree, 60ft tall	In Review	
26097	4/23/2026	2. Tree Removal/Pruning	Lopez Avenue, 8 NW Fourth Avenue	Prune Large Coast Live Okay so that none of its limbs overhang the house, or the neighbor's house, per the demand of our insurance company, Safeco Insurance.	Approved	4/23/2026
26098	4/29/2026	1. Tree Evaluation	Junipero 2 NW of 10th	Two 12DBH Coast live Oak,	In Review	
26099	4/29/2026	2. Tree Removal/Pruning	Carmelo 4 SW of 9th	2 oak trees? Removal?	Approved	4/16/2026
26100	4/29/2026	2. Tree Removal/Pruning	Lincoln 2 SW of 3rd	Oak Tree (1)	Approved	4/16/2026

Total Records: 24 **5/1/2026**

CITY OF CARMEL-BY-THE-SEA
Monthly Report

Public Safety

April 2026

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Todd Trayer, Chief of Police
APPROVED BY:	Brandon Swanson, City Administrator

FIRE/AMBULANCE REPORT

Summary of Carmel Fire & Ambulance's April Calls for Service.

FIRE/AMBULANCE PERFORMANCE MEASURE

The performance goal for Code-3 (life threatening emergency-lights & siren) fire/ambulance calls with a response time of 5 minutes or less from dispatch to arrival is 95%. For the month of April 2026, the fire/ambulance were unable to meet those performance measures. The response time was 98% being under a five-minute response time with three (3) code-3 calls over 5 minutes.

Total number of combined incidents for Fire/Ambulance: **108** [(80 Carmel incidents) + (28 outside responses)] = 108 total with an average response time: 4:20 min. for Carmel Incidents and 8:19 min. for outside Carmel incidents.

Fire/Ambulance Calls Outside of Carmel

There were 28 calls for Ambulance response outside of Carmel-by-the-Sea with the highest total responses being in Pebble Beach and Cypress.

Code 3 Events Over 5 minutes = 1 out of 55 total calls: *(All in Carmel-by-the-Sea)*

SERVICE CALLS

1. 260410-MNT02875 E15 delayed due to distance: San Antonio Ave.

Attachments:

1. **RESPONSE SUMMARY REPORT BY INCIDENT TYPE 27060 CARMEL-BY-THE-SEA Alarm Date From: 04/01/2026 To: 04/30/2026**

*The performance goal for Code-3 (life threatening emergency-lights & siren) ambulance calls with a response time of 5 minutes or less from dispatch to arrival is 95%.

This shows all calls for service for Fire/Ambulance within Carmel-by-the-Sea

2. **CARMEL-BY-THE-SEA April 2026 Response Summary Report by Incident Type**
    a. This shows a graph of the calls within Carmel-by-the-Sea, the average response time, and % under 5 minutes.
    b. RESPONSE SUMMARY REPORT BY DISTRICT 27015 CARMEL-BY-THE-SEA FIRE AMBULANCE Alarm Date From: 04/01/2026 To: 04/30/2026 This shows all the calls for service outside of Carmel-by-the-Sea that our Fire/Ambulance responded to.

3. **CITY OF CARMEL - FIRE AMBULANCE DEPARTMENT April 2026 Response Summary Report by District Type**

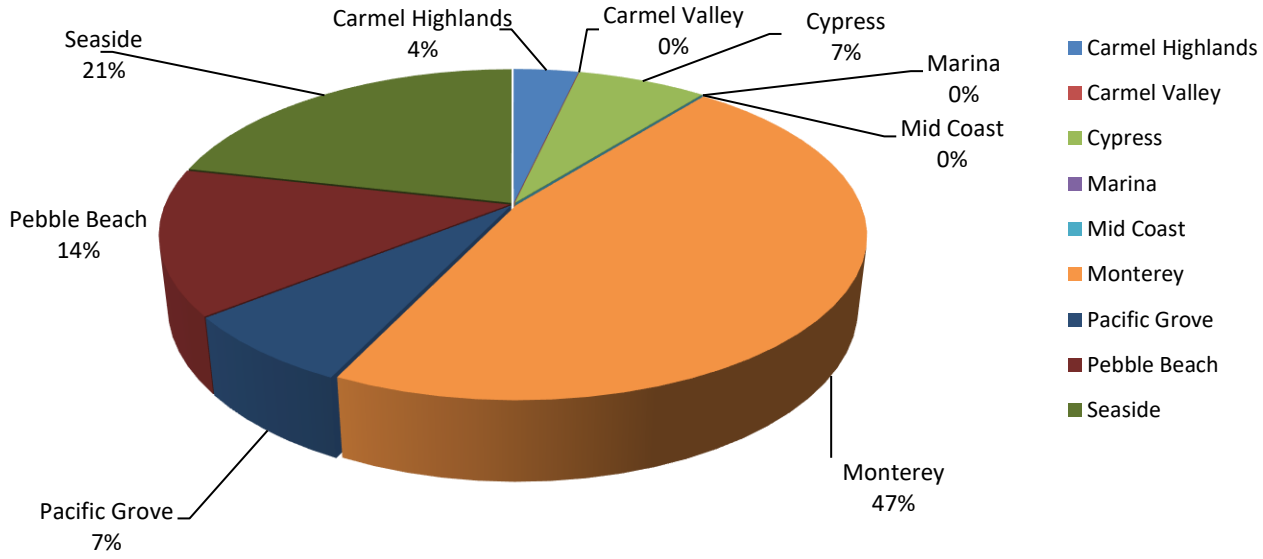
    This shows a graph of the outside districts, the average response time and % under 5 minutes

4. **Countywide Map**
    a. This map was provided to show the current boundaries of districts for Fire/Ambulance response (shows the map for items 3 and 4 above).

*The performance goal for Code-3 (life threatening emergency-lights & siren) ambulance calls with a response time of 5 minutes or less from dispatch to arrival is 95%.

CITY OF CARMEL - FIRE AMBULANCE DEPARTMENT
APRIL 2026
Response Summary Report by District Type

District Response	Number	Average Response Time
Carmel Highlands	1	6:31
Carmel Valley	0	0:00
Cypress	2	5:09
Marina	0	0:00
Mid Coast	0	0:00
Monterey	13	9:42
Pacific Grove	2	11:27
Pebble Beach	4	7:45
Seaside	6	9:24
Total Responses	28	8:19



Total Code 3 Calls:	24
AMB 15 Response Times for Code 3 Calls ≤ 5 minutes:	98%

RESPONSE SUMMARY REPORT BY DISTRICT
27015 CARMEL-BY-THE-SEA FIRE AMBULANCE
Alarm Date From: 04/01/2026 To: 04/30/2026

Incident Type Category	Incident Type	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
CARMEL HIGHLANDS							
Medical	Fall	4/8/2026 1:57 PM	260408-MNT02825	0:06:31	27720 HIGHWAY 1		3
			1	***0:06:31***			
CYPRESS							
Medical	Back pain (non-trauma)	4/3/2026 9:14 AM	260403-MNT02662	0:05:27	2460 BAY VIEW AVENUE		3
Medical	Unknown problem (medical)	4/18/2026 9:49 PM	260418-MNT03134	0:04:52	26270 DOLORES STREET		3
			2	***0:05:09***			
MONTEREY							
Medical	Altered mental status	4/2/2026 4:01 PM	260402-MNT02644	0:02:05	ABREGO STREET	WEBSTER ST	3
Medical	Cardiac arrest	4/27/2026 11:46 PM	260427-MNT03358	0:09:26	29 LINDA VISTA DRIVE		3
Medical	Chest pain (non-trauma)	4/24/2026 10:07 PM	260424-MNT03284	0:09:51	570 MUNRAS AVENUE		3
Medical	Diabetic problems	4/24/2026 1:19 PM	260424-MNT03268	0:07:54	4 WRIGHT PLACE		3
Medical	Fall	4/18/2026 11:07 AM	260418-MNT03113	0:08:04	200 GLENWOOD CIRCLE		3
Medical	Fall	4/29/2026 6:33 AM	260429-MNT03394	0:08:03	200 IRIS CANYON ROAD		3
Medical	Nausea / Vomiting	4/3/2026 6:32 PM	260403-MNT02681	0:15:13	2 UPPER RAGSDALE DRIVE		2
Medical	Nausea / Vomiting	4/26/2026 2:22 AM	260426-MNT03309	0:15:18	499 WAVE STREET		3
Medical	No appropriate choice (medical response)	4/23/2026 3:03 PM	260423-MNT03249	0:11:26	101 HERRMANN DRIVE		2
Medical	Psychological / behavior issues	4/14/2026 11:01 AM	260414-MNT02997	0:15:44	REESIDE AVE / CANNERY ROW	CANNERY ROW	2
Medical	Sick case	4/10/2026 1:10 PM	260410-MNT02892	0:08:29	541 TYLER STREET		3
Medical	Sick case	4/27/2026 8:16 AM	260427-MNT03341	0:08:46	350 GARDEN AVENUE		3
Medical	Well person check	4/15/2026 12:09 PM	260415-MNT03025	0:05:49	1110 CASS STREET		3
			13	***0:09:42***			
PACIFIC GROVE							
Medical	Back pain (non-trauma)	4/20/2026 6:33 AM	260420-MNT03160	0:17:55	1141 LIGHTHOUSE AVENUE		2
Medical	Sick case	4/28/2026 7:38 PM	260428-MNT03384	0:05:00	551 GIBSON AVENUE		3
			2	***0:11:27***			
PEBBLE BEACH							
Medical	Allergic reaction / stings	4/9/2026 7:13 PM	260409-MNT02864	0:06:32	1500 CYPRESS DRIVE		3
Medical	Hemorrhage / laceration	4/13/2026 7:39 PM	260413-MNT02977	0:08:24	1518 PALMERO WAY		3
Medical	Sick case	4/9/2026 12:21 PM	260409-MNT02850	0:10:34	1014 OCEAN ROAD		3
Noemerg	No incident found upon arrival / location error	4/15/2026 2:16 PM	260415-MNT03029	0:05:30	STILLWATER LANE		3
			4	***0:07:45***			
SEASIDE							
Medical	Abdominal pain / problems	4/18/2026 6:52 PM	260418-MNT03131	0:10:31	2201 DEL MONTE BOULEVARD		3
Medical	Convulsions / seizures	4/15/2026 5:18 AM	260415-MNT03019	0:14:07	1206 LA SALLE AVENUE		3
Medical	Convulsions / seizures	4/22/2026 6:25 PM	260422-MNT03229	0:07:22	1732 FREMONT BOULEVARD		3
Medical	Motor vehicle collision	4/14/2026 6:36 AM	260414-MNT02987	0:10:37	1490 DEL MONTE BOULEVARD		3
Medical	Nausea / Vomiting	4/3/2026 11:13 PM	260403-MNT02691	0:01:57	1909 BUNKER LANE		3

Incident Type Category	Incident Type	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
SEASIDE cont.							
Medical	Other traumatic injury	4/19/2026 7:30 PM	260419-MNT03155	0:11:50	795 PALM AVENUE		3
			6	***0:09:24***			

Code 2 Calls	**4**
Code 3 Calls	**24**
Total # of Incidents	**28**
Total Average Response Time	**0:08:20**

RESPONSE SUMMARY REPORT BY INCIDENT TYPE
27060 CARMEL-BY-THE-SEA
Alarm Date From: 04/01/2026 To: 04/30/2026

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
FIRES						
Confined cooking / appliance fire	4/29/2026 11:01 AM	260429-MNT03396	0:02:36	CARMELO STREET	13TH AVENUE	3
Structural involvement	4/4/2026 3:02 PM	260404-MNT02703	0:02:29	DOLORES STREET	3RD AVENUE	3
		2	***0:02:32***			
MEDICALS						
Abdominal pain / problems	4/1/2026 3:08 PM	260401-MNT02609	0:03:16	CARMELO STREET	9TH AVENUE	3
Allergic reaction / stings	4/18/2026 1:16 PM	260418-MNT03115	0:00:00	OCEAN AVENUE	SAN CARLOS STREET	3
Back pain (non-trauma)	4/30/2026 11:29 PM	260430-MNT03438	0:04:30	LINCOLN STREET	3RD AVENUE	3
Breathing problems	4/19/2026 2:24 AM	260419-MNT03137	0:04:50	CARMELO STREET	11TH AVENUE	3
Diabetic problems	4/4/2026 8:15 AM	260404-MNT02695	0:02:03	DOLORES STREET	5TH AVENUE	3
Fall	4/3/2026 4:02 PM	260403-MNT02677	0:02:34	DOLORES STREET	10TH AVENUE	3
Fall	4/7/2026 12:47 PM	260407-MNT02793	0:02:24	LINCOLN ST 7TH AVENUE	7TH AVENUE	3
Fall	4/8/2026 4:02 PM	260408-MNT02828	0:01:45	OCEAN AVENUE	CASANOVA STREET	3
Fall	4/18/2026 4:03 PM	260418-MNT03126	0:01:43	OCEAN AVENUE	JUNIPERO AVENUE	3
Fall	4/27/2026 7:17 AM	260427-MNT03339	0:02:35	8TH AVE SAN CARLOS STRE	N\A	3
Nausea / Vomiting	4/17/2026 3:36 PM	260417-MNT03091	0:03:07	CAMINO REAL STREET	N\A	3
No appropriate choice (medical response)	4/8/2026 4:21 PM	260408-MNT02830	0:02:33	CAMINO REAL ST 9TH AVEN	N\A	3
No appropriate choice (medical response)	4/14/2026 2:44 AM	260414-MNT02985	0:03:56	OCEAN AVENUE	CASANOVA STREET	3
No appropriate choice (medical response)	4/24/2026 10:26 AM	260424-MNT03264	0:02:32	LINCOLN STREET	7TH AVENUE	3
No appropriate choice (medical response)	4/30/2026 11:02 AM	260430-MNT03417	0:02:03	5TH AVENUE & DOLORES ST	N\A	3
Other traumatic injury	4/8/2026 9:46 AM	260408-MNT02813	0:03:22	LOBOS STREET	4TH AVENUE	3
Overdose	4/12/2026 9:02 PM	260412-MNT02958	0:02:17	LINCOLN STREET	7TH AVENUE	3
Overdose	4/28/2026 12:25 PM	260428-MNT03368	0:01:55	8TH AVENUE & MISSION STI	N\A	2
Psychological / behavior issues	4/14/2026 6:26 PM	260414-MNT03009	0:00:04	6TH AVENUE & MISSION STI	N\A	2
Sick case	4/1/2026 7:26 PM	260401-MNT02619	0:02:48	SAN ANTONIO AVENUE	OCEAN AVENUE	3
Sick case	4/5/2026 10:29 PM	260405-MNT02744	0:03:27	CARMELO ST 7TH AVENUE	7TH AVENUE	3
Sick case	4/9/2026 7:32 PM	260409-MNT02866	0:02:14	MISSION STREET	4TH AVENUE	3
Sick case	4/9/2026 10:44 PM	260409-MNT02871	0:03:05	LINCOLN STREET	7TH AVENUE	3
Sick case	4/10/2026 2:47 AM	260410-MNT02875	0:05:08	SAN ANTONIO AVENUE	N\A	3
Sick case	4/10/2026 7:23 PM	260410-MNT02902	0:01:18	AVENUE 6TH AVENUE	6TH AVENUE	3
Sick case	4/11/2026 8:10 PM	260411-MNT02933	0:03:17	DOLORES STREET	1ST AVENUE	3
Sick case	4/15/2026 4:49 PM	260415-MNT03034	0:00:25	8TH AVE SCENIC ROAD	N\A	3

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
MEDICALS cont.						
Sick case	4/16/2026 10:27 AM	260416-MNT03050	0:02:09	JUNIPERO AVENUE	5TH AVENUE	3
Sick case	4/23/2026 7:14 PM	260423-MNT03255	0:02:11	OCEAN AVENUE	LINCOLN STREET	3
Sick case	4/26/2026 5:35 PM	260426-MNT03324	0:03:04	DEL MAR / OCEAN	N\A	3
Sick case	4/28/2026 7:21 PM	260428-MNT03383	0:03:07	8TH AVENUE & SAN CARLOS	N\A	3
Sick case	4/29/2026 5:28 PM	260429-MNT03406	0:02:11	LINCOLN ST 7TH AVENUE	7TH AVENUE	3
Standby request (medical)	4/1/2026 4:29 PM	260401-MNT02612	0:01:51	JUNIPERO AVENUE	11TH AVENUE	2
Unknown problem (medical)	4/1/2026 8:56 AM	260401-MNT02604	0:03:58	LINCOLN STREET	13TH AVENUE	3
Unknown problem (medical)	4/25/2026 1:16 PM	260425-MNT03297	0:02:28	CAMINO REAL ST OCEAN AV	N\A	3
		35	***0:02:35***			
HAZARDOUS						
Electrical power line down / arching / malfunction	4/2/2026 6:46 PM	260402-MNT02648	0:05:20	DOLORES ST	8TH AVE	2
Gas leak / gas odor	4/5/2026 10:21 PM	260405-MNT02742	0:02:53	CARMELO STREET	13TH AVENUE	3
Gas leak / gas odor	4/7/2026 8:57 AM	260407-MNT02787	0:03:31	DOLORES STREET	7TH AVENUE	2
Gas leak / gas odor	4/16/2026 10:45 AM	260416-MNT03051	0:02:51	MISSION STREET	4TH AVENUE	3
Motor vehicle collision	4/5/2026 7:24 PM	260405-MNT02731	0:04:43	LASUEN DRIVE	RIO ROAD	3
Odor investigation	4/9/2026 12:28 PM	260409-MNT02851	0:05:32	4TH AVENUE & LOBOS STRE	N\A	2
		6	***0:04:08***			
PUBLIC SERVICE						
Citizen assist / service call	4/11/2026 9:39 PM	260411-MNT02938	0:03:37	TORRES STREET	1ST AVENUE	3
Citizen assist / service call	4/14/2026 8:54 PM	260414-MNT03013	0:12:09	26336 SCENIC ROAD	N\A	2
Citizen assist / service call	4/17/2026 11:30 AM	260417-MNT03080	0:08:06	SANTA LUCIA AVENUE	N\A	2
Citizen assist / service call	4/19/2026 3:16 PM	260419-MNT03148	0:04:32	LINCOLN STREET	5TH AVENUE	2
Citizen assist / service call	4/22/2026 5:01 AM	260422-MNT03214	0:07:19	CASANOVA STREET	FRASER WAY	2
Citizen assist / service call	4/30/2026 3:45 PM	260430-MNT03428	0:05:52	CAMINO REAL STREET	N\A	2
CO alarm	4/14/2026 4:46 PM	260414-MNT03004	0:01:40	LINCOLN STREET	13TH AVENUE	2
Damage assessment	4/11/2026 10:56 AM	260411-MNT02918	0:04:57	4TH AVENUE & LOPEZ AVEN	N\A	3
Damage assessment	4/22/2026 12:13 PM	260422-MNT03223	0:06:19	1ST AVENUE & SAN CARLOS	N\A	2
Damage assessment	4/27/2026 11:28 AM	260427-MNT03345	0:03:40	TORRES STREET	5TH AVENUE	2
Fire / smoke alarm	4/25/2026 1:32 PM	260425-MNT03298	0:11:04	CASANOVA STREET	11TH AVENUE	2
Lift assist	4/11/2026 8:31 PM	260411-MNT02936	0:05:53	SAN ANTONIO AVENUE	N\A	2
Lift assist	4/16/2026 6:44 PM	260416-MNT03068	0:02:16	6 SW OF 10TH SAN CARLOS	N\A	3
Lift assist	4/21/2026 2:25 PM	260421-MNT03201	0:04:13	8TH AVENUE & SAN CARLOS	N\A	2
Lost person	4/5/2026 1:48 PM	260405-MNT02728	0:05:10	SCENIC ROAD	OCEAN AVENUE	2
Person in distress	4/23/2026 1:08 PM	260423-MNT03245	0:04:50	4TH AVENUE & LOBOS STRE	N\A	2
Standby (public service)	4/19/2026 3:43 PM	260419-MNT03149	0:08:25	SAN ANTONIO AVENUE	OCEAN	2
		17	***0:05:53***			

Incident	Alarm Date	Incident Number	Response Time	Combined Address	Cross Street	Priority
NO EMERGENCY						
Accidental alarm	4/3/2026 1:47 PM	260403-MNT02670	0:04:53	JUNIPERO AVENUE	8TH AVENUE	3
Accidental alarm	4/4/2026 9:27 PM	260404-MNT02715	0:03:20	SAN ANTONIO AVENUE	N\A	3
Accidental alarm	4/9/2026 5:51 PM	260409-MNT02861	0:04:23	SAN CARLOS STREET	N\A	3
Accidental alarm	4/11/2026 2:13 PM	260411-MNT02923	0:06:12	8TH AVENUE & CAMINO REA	N\A	2
Accidental alarm	4/20/2026 11:39 AM	260420-MNT03165	0:02:56	MONTE VERDE STREET	N\A	3
Cancelled	4/3/2026 6:13 PM	260403-MNT02680	0:00:00	SANTA FE STREET	N\A	2
Cancelled	4/4/2026 3:11 PM	260404-MNT02705	0:00:00	DOLORES	STREET 4TH	3
Cancelled	4/26/2026 6:36 PM	260426-MNT03329	0:00:00	26 VIZCAINO	FLANDERS WAY	3
Intentional false alarm	4/25/2026 4:44 AM	260425-MNT03288	0:03:18	OCEAN AVENUE	MONTE VERDE STREET	3
Malfunctioning alarm	4/5/2026 7:54 PM	260405-MNT02733	0:01:14	DOLORES STREET	5TH AVENUE	3
Malfunctioning alarm	4/7/2026 2:17 AM	260407-MNT02780	0:03:17	DOLORES STREET	5TH AVENUE	3
Malfunctioning alarm	4/7/2026 4:29 AM	260407-MNT02783	0:04:28	SANTA RITA STREET	N\A	3
Malfunctioning alarm	4/12/2026 8:26 AM	260412-MNT02943	0:03:35	CARMELO STREET	OCEAN AVENUE	3
Malfunctioning alarm	4/16/2026 4:51 PM	260416-MNT03065	0:02:59	CASANOVA STREET	13TH AVENUE	3
Malfunctioning alarm	4/22/2026 8:52 AM	260422-MNT03217	0:02:33	JUNIPERO AVENUE	6TH AVENUE	2
No incident found upon arrival / location error	4/3/2026 9:26 PM	260403-MNT02688	0:02:03	OCEAN AVENUE	LINCOLN STREET	3
No incident found upon arrival / location error	4/27/2026 12:27 PM	260427-MNT03346	0:02:47	CASANOVA STREET	OCEAN AVENUE	3
No incident found upon arrival / location error	4/30/2026 11:31 AM	260430-MNT03421	0:00:28	6TH AVENUE & SAN CARLOS	N\A	2
Other false call	4/14/2026 12:01 AM	260414-MNT02984	0:04:29	CARMELO STREET	OCEAN AVENUE	3
		19	***0:02:47***			
ASSISTING LAW ENFORCEMENT						
Law enforcement support	4/2/2026 1:48 PM	260402-MNT02639	0:08:05	SANTA LUCIA AVE	SAN ANTONIO AVE	2
		1	***0:08:05***			

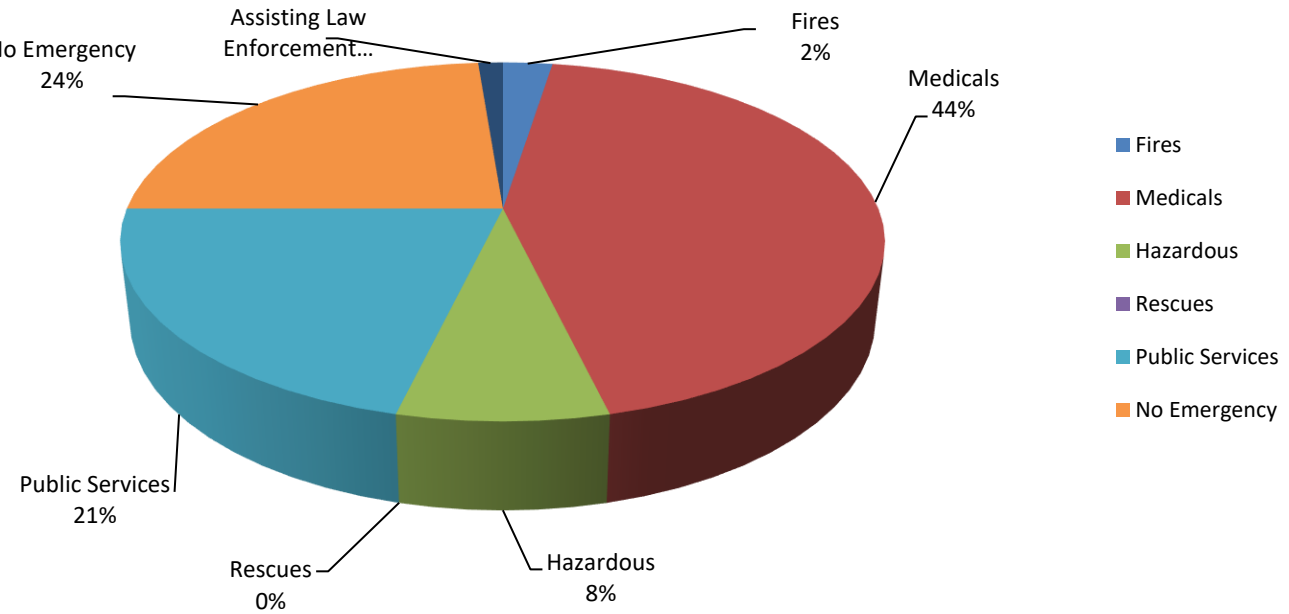
Over 5 Minute Response Times Cause of Delay: Code 3 Responses

260410-MNT02875 E15 delayed due to distance

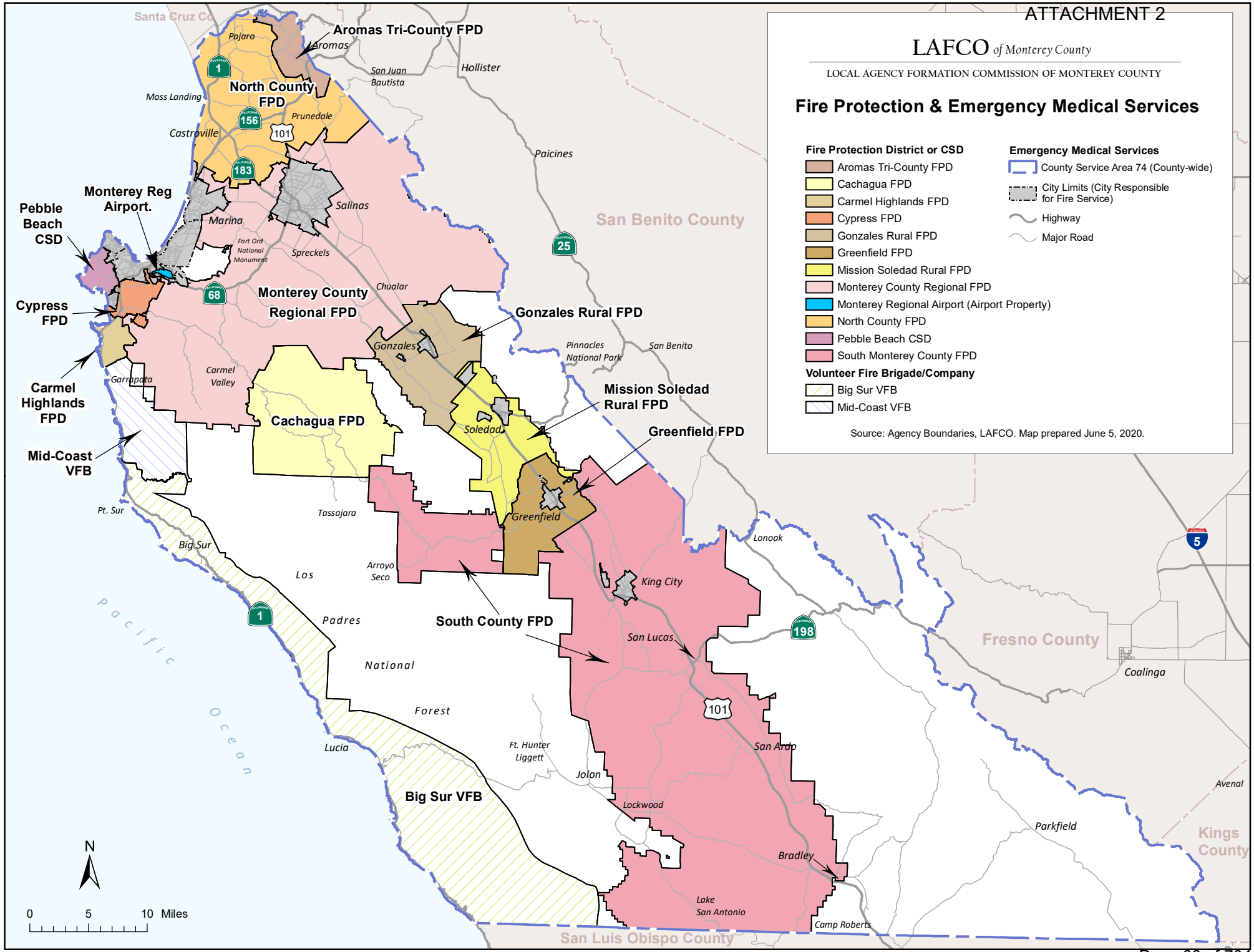
Code 2 Calls	**25**
Code 3 Calls	**55**
Total # of Incidents	**80**
% Under 5 Minute Response Time	**98%**

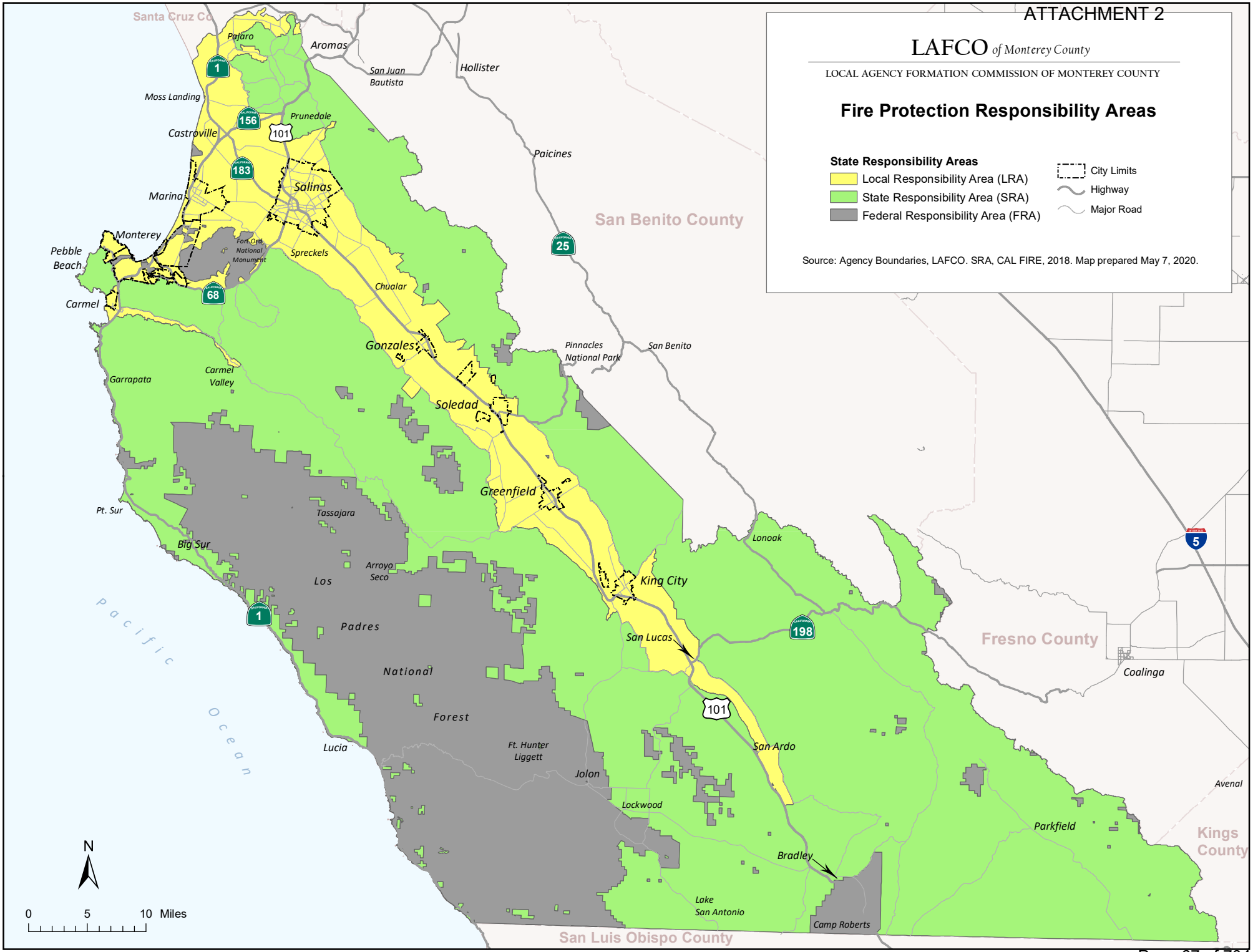
CARMEL-BY-THE-SEA
APRIL 2026
Response Summary Report by Incident Type

Type of Call	Number	Average Response Time
Fires	2	2:32
Medicals	35	2:35
Hazardous	6	4:08
Rescues	0	0:00
Public Services	17	5:53
No Emergency	19	2:47
Assisting Law Enforcement	1	8:05
Total Responses	80	4:20



Total Code 3 Calls:	55	AMB 15 Total Responses:	71
Response Times for Code 3		AMB 15 In City Responses:	43
Calls ≤ 5 minutes:	98%	AMB 15 Out of City Responses:	28


LAFCO of Monterey County
LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY
Fire Protection & Emergency Medical Services
Fire Protection District or CSD
Aromas Tri-County FPD
Cachagua FPD
Carmel Highlands FPD
Cypress FPD
Gonzales Rural FPD
Greenfield FPD
Mission Soledad Rural FPD
Monterey County Regional FPD
Monterey Regional Airport (Airport Property)
North County FPD
Pebble Beach CSD
South Monterey County FPD
Volunteer Fire Brigade/Company
Big Sur VFB
Mid-Coast VFB
Emergency Medical Services
County Service Area 74 (County-wide)
City Limits (City Responsible for Fire Service)
Highway
Major Road
Source: Agency Boundaries, LAFCO. Map prepared June 5, 2020.
Aromas Tri-County FPD
North County FPD
Monterey Reg Airport.
Pebble Beach CSD
Cypress FPD
Carmel Highlands FPD
Mid-Coast VFB
Monterey County Regional FPD
Cachagua FPD
Gonzales Rural FPD
Mission Soledad Rural FPD
Greenfield FPD
South County FPD
Big Sur VFB
San Benito County
Fresno County
Kings County
San Luis Obispo County
Santa Cruz Co
Pacific Ocean
Pajaro
Aromas
San Juan Bautista
Hollister
Moss Landing
Prunedale
Castroville
Paicines
Salinas
Marina
Fort Ord National Monument
Spreckels
Chualar
Gonzales
Pinnacles National Park
San Benito
Carmel Valley
Garrapata
Soledad
Greenfield
Pt. Sur
Tassajara
Big Sur
Los Padres National Forest
Arroyo Seco
Lonoak
King City
San Lucas
Coalinga
Ft. Hunter Liggett
Jolon
San Ardo
Lockwood
Lucia
Avenal
Parkfield
Bradley
Lake San Antonio
Camp Roberts
N
0 5 10 Miles


LAFCO of Monterey County
LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY
Fire Protection Responsibility Areas
State Responsibility Areas
Local Responsibility Area (LRA)
State Responsibility Area (SRA)
Federal Responsibility Area (FRA)
City Limits
Highway
Major Road
Source: Agency Boundaries, LAFCO. SRA, CAL FIRE, 2018. Map prepared May 7, 2020.
Santa Cruz Co
Pajaro
Aromas
San Juan Bautista
Hollister
Moss Landing
Prunedale
Castroville
Paicines
Salinas
Marina
San Benito County
Monterey
Pebble Beach
Fort Ord National Monument
Spreckels
Chualar
Carmel
Gonzales
Pinnacles National Park
San Benito
Garrapata
Carmel Valley
Soledad
Greenfield
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Los Padres National Forest
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Fresno County
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Pacific Ocean
Lucia
Ft. Hunter Liggett
Jolon
San Ardo
Avenal
Lockwood
Parkfield
Bradley
Kings County
Lake San Antonio
Camp Roberts
San Luis Obispo County
N
0 5 10 Miles

CITY CLERK'S PRA LOG
APRIL 2026

#	Request Date	10-day response	14-day extension	Records Requested	Requester Name	Completed	Notes
26-68	4/3/2026	4/13/2026		Carmel, Indiana Police reports	John Ostrander	4/3/2026	wrong jurisdiction - no responsive records (request is for Carmel, Indiana)
26-69	4/7/2026	4/17/2026		In order to avoid utility conflicts for our clients, we would like to obtain: Map or list of streets under paving moratorium AND Map or list of planned paving projects	Adam Green, Civil Grid	4/17/2026	records sent
26-70	4/7/2026	4/17/2026		all email and text communications between Mayor Dale Byrne and Patrice Pastor from Dec. 10, 2024 to April 7, 2026; all email and text communications between Mayor Dale Byrne and any representative of Esperanza Carmel from Dec. 10, 2024 to April 7, 2026.	Pam Marino, Monterey County Weekly	4/15/2026	records sent
26-71	4/9/2026	4/20/2026		1) Please provide me with a copies of Ordinances 2004-01 and 2004-02 and any Planning Commission and City Council related staff reports, findings, resolutions, and minutes relating thereto. 2) Please provide me with any other Planning Commission and City Council minutes, staff reports, findings, resolutions, or ordinances that post-date the effective date of Chapter 17.56 "Restricted Commercial Uses" and that interpret the regulations in that Chapter, or apply the regulations of that Section to specific Use Permit applications, except for A.W. Shucks, Sade's or Barmel.	Jason Retterer, JRG Attorneys at Law	Partially completed 4/13/2026. Pending response from requester for clarification.	Records for part 1 sent on 4/13/2026. Sent email to requester to clarify the scope of the request for part 2, and provided ways to help clarify the search on 4/13/2026. Part 2 is on hold pending a response from the requester to my email.
26-72	4/10/2026	4/20/2026		1) Verizon's application for cell tower on Golden Bough Playhouse 2) records of communication surrounding the application for cell tower on Golden Bough Playhouse 3) records communication regarding denial of use permit DR25313 and UP25314.	Ellen Barrett	Partially completed 4/10/2026. Pending response from requester for clarifcation.	No responsive records to part 1. Records for part 2 sent on 4/10/2026. Sent email to requester to clarify the scope of the request for part 3, and provided ways to help clarify the search on 4/10/2026. Part 3 is on hold pending a response from the requester to my email.
26-73	4/13/2026	4/23/2026		I would like to request copies of the initial business license applications and the 2020 renewal applications, including any supporting documents associated with the these applications, submitted by the following entities: 1. Santa Lucia Preserve Company (operating at 61 Ranchos San Carlos Road and/or 1 Rancho San Carlos Road) 2. The Ranch Club, Inc. (operating at 61 Ranchos San Carlos Road and/or 1 Rancho San Carlos Road) 3. Preserve Golf Club, Inc. (operating at 61 Ranchos San Carlos Road and/or 1 Rancho San Carlos Road)	Daniel Foster	4/13/2026	no responsive records (locations are in the County of Monterey)

CITY CLERK'S PRA LOG
APRIL 2026

#	Request Date	10-day response	14-day extension	Records Requested	Requester Name	Completed	Notes
26-74	4/14/2026	4/24/2026		Any records related to any unclaimed property, uncashed checks, stale warrants, or other funds currently held by the Carmel-by-the-Sea. Specifically, I am requesting: 1. A copy of the current unclaimed property list maintained by the City, including but not limited to uncashed checks, vendor payments, refunds, deposits, or other outstanding obligations. 2. If available, I request the records in a downloadable electronic format such as CSV, Excel, or other machine-readable file. 3. Any documentation describing the process required for an individual or business to claim these funds. 4. Any policies, rules, or requirements that apply to third parties assisting claimants in recovering funds, including whether registration, licensing, contracts, notarization, or other authorization is required. 5. Any forms, instructions, or guidelines used by the City for submitting claims.	Nathan Garcia, LibertyReclaim.org	4/27/2026	Records responsive to part 1 sent on 4/27/2026. No responsive records for parts 2-5.
26-75	4/13/2026	4/23/2026		Copy of UP 24159 (Dolores and 7th LLC), complete agreement	Ron Brown	4/14/2026	records sent
26-76	4/15/2026	4/27/2026		Copies of the "final building permits for all tenants in the Carmel Plaza Building, in lieu of a certificate of occupancy for all tenants (any associated with final permits for tenants to allow them to open)	Kristin Torrice, Carmel Plaza	4/27/2026	records sent
26-77	4/16/2026	4/27/2026	5/11/2026	all correspondence between the city and Carmel Cares and Dale Byrne regarding the Scenic Pathway Barrier Rails project, in which the existing redwood border rail barriers along the entire Scenic pathway were removed and replaced by the group. (The city council approved $50,000 for the organization to purchase the redwood in a resolution in May 2023.) I am specifically looking for: 1) city permits, a written description of the work to be done, plans/diagrams/pictures, and written authorization from the Public Works and/or the Planning Department which gave the permission the work. 2) I would also like to find the bonding and liability insurance information for the workers/company that did the actual construction work of removing and replacing the redwood barrier rails along the pathway. 3) Whether the addition of a redwood border along the ground was included in the description of the work to be done. Please search records from 2022 through 2024, though the majority of the material likely appears to have been in 2023-2024.	Alissandra Dramov		Records for part 1 and 2 sent on 4/24/2026. Requested extension for part 3 due to volume of separate and distinct records under GC 7922.535(c)(2)

CITY CLERK'S PRA LOG
APRIL 2026

#	Request Date	10-day response	14-day extension	Records Requested	Requester Name	Completed	Notes
26-78	4/22/2026	5/4/2026		Police records	Laruen Lahive Gerber	4/22/2026	Notified the requester that police reports must be requested and obtained from the Carmel Police Department. These records are released according to state law.
26-79	4/23/2026	5/4/2026		Carmelo Street 4NW Ocean Avenue, APN 010-253-021-000. Any and all approved plans for development (including, but not limited to, building and planning), including, but not limited to, all staff reports and related resolutions associated with approval(s).	Cheryl Burrell	5/4/2026	Records sent.
26-80	4/24/2026	5/4/2026		Copy of BP 240022 (Cruz) RV02, Sheet S1 - S4 and SD1 - SD4	Rebecca Arnold	4/27/2026	Records sent.

POLICE RECORDS REQUEST LOG
APRIL 2026

#	Request Date	10-Day Due Date	Info Requested	Requestor	Date Completed	Notes
2026-001	04/01/2026 SS	4/11/2026	CG2600144	Metropolitan Reporting Bureau	4/1/2026 SS	Denied- still under investiagtion
2026-002	04/01/2026 SS	4/11/2026	CG2500454	Caitlin Chalmers	04/02/26 mw	Mailed
2026-003	04/03/2026 SS	4/13/2026	CFS 07272025-0009	Kristin Minnich	04/07/2026 ALI	picked up
2026-004	4/4/2026 tw	4/14/2026	CG2600144	Ryan Sanchez	04/09/26 mw	picked up
2026-005	04/06/26 MS	4/16/2026	CA2600175	Lexus Nexus	04/08/2026 SS	Uploaded Request to Carfax
2026-006	04/06/2028 ALI	4/16/2026	CG2600207	Andrew Yanes	emailed 04/08/26 mw	email to DLI. SGT Yanes
2026-008	04/07/2026 ALI	4/17/2026	CFS 09272025-0031	Scott Robleski	04/08/2026 tw	picked up
2026-009	04/07/2026 ALI	4/17/2026	CG2600173	Janet Holley	04/14/2026 ALI	mailed
2026-010	04/18/2026 SS	4/28/2026	CG2600156	Elida Anacani Melchor	Email sent 04/21/26	Denial Letter WIC
2026-011	4/21/2026 MS	5/1/2026	CG2600128	Metropolitan Reporting Bureau	4/21/26 MS	Denied- under investigation
2026-012	4/21/2026 MS	5/1/2026	DEX26-2UTQ	Lexus Nexus	4/21/26 MS	card exchange only
2026-013	4/30/2026	5/10/2026	CG2600242	Robert Hutchins		

CITY OF CARMEL-BY-THE-SEA

Public Works Department
April 2026 Report

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Ken Wysocki, Public Works Director
SUBMITTED ON:	April 2026

Public Works Director

- Project Manager recruitment has been posted.
- Public Works currently has 4 vacant positions: Project Manager, Permit Tech, and 2 Maintenance Workers (one for Forestry, one for Street Maintenance)
- We had a successful Earth Day/Arbor Day; planted 2 pines in Devendorf Park.
- Forester & Assistant Forester are attending the annual International Society of Arboriculture conference at the end of April.

Environmental Programs

- North Dunes Project:
  - Ice Plant Removal Ongoing: Scheduling work with Town & Country to remove 2.51 acre of ice plants this spring
- Renewing 5-year Coastal Development Permit (CDP 16-315);
  - Continued working with consultant on Draft CDP for North Dunes Restoration.
  - Forest & Beach Commission review June 2026
  - Planning Commission review July 2026 and approval expected September 2026.
- Carmel Beach Sea Level Rise/Adaptation Project:
  - Integral (Consultant) is still working on finalizing the Adaptation Pathway Report per comments and feedback from Planning Commission and Forest & Beach Commission.
- Stormwater:
  - We received the NOV from the Regional Water Board based on the recent audit. Recommendations provide by the board are achievable and staff is working on a response letter due by July 1, 2026.
- Waste Management:
  - Waiting on the response from CalRecycle based on their recent audit from April 6th.
  - HF&H is presenting at the May 5th Council Meeting with results of the recent survey about GreenWaste.

Facility Maintenance

- Janitorial Services RFP reviews completed: bringing to Council for approval in May.
- First Murphy House: Completed dry rot repairs, tented the house for fumigation, and are now painting
- Forest Theater: Conducted electrical work and floor epoxy.
- HML: Replaced heat pump, podium and addressed the window film issue
- Fire Station: Replaced sink.
- Police: secure lot gate installation project in final review before construction.

Street Maintenance

- Continued sweeping up sand at Del Mar (with track loader)
- Re-tarped the 11th Ave Erosion area, added sandbags, and jetted the drain system in this area.
- Worked on annual traffic marking painting throughout the city.
- Provided Chips for the Big Sur Marathon
- Continued sidewalk repairs and name sign painting throughout the city

Project Management for the Capital Improvement Program

Shoreline:

- *CIP-Beach Stairs*: 100% design completed and approved.
  - Construction is out for bid as of April 17th, with bids due May 15th.
- *CIP- 4th Ave Outfall & Sand Ramp*: Completed the geotechnical survey.
  - When enough sand returns we will rent a dozer to push sand up for temporary ramp.
- ***Priority*** *- Emergency Repair of 11th Ave shoreline erosion*:
  - Engineer consultant developing design for Scenic Pathway design/repairs
  - Engineer consultant working on the design solution for the bluff eroded area.
- *CIP - EV Chargers / Panel Upgrade Project:* Construction is out for bid as of April 2nd, with bids due by April 22nd.

Additional Capital Improvement Projects:

- *CIP- Conglomerate Paving Project*: includes street paving work, selected sidewalk repairs, and asphalt concrete (AC) berm repairs, started Nov 12th, estimated completion in April.
  - You can see current status updates with a 3 week schedule look-ahead and map of all the paving areas for this project on our City website.
- Continued oversight and responding to CalAm and CAWD's city projects and Ulrika project.

FY25-26 CIP Projects Competed:

- Fire Station Upgrade
- Forest Theater Stage
- Sunset Center Painting Phase 2
- ADA Upgrade Year 8 (Railing on steps at Devendorf Park)
- Rio/Junipero Media
- Park Library Window Repair
- Yoga Center ReRoof
- Forest Plan Implementation Year 2
- Resurfacing Sunset Center Parking Lot
- Devendorft Park Improvements
- Sidewalk Repairs: Precision Grinding

Forestry, Parks, and Beach

- Refer to City Forester's Report.

CITY OF CARMEL-BY-THE-SEA
Monthly Report

City Forester's Report

TO:	Forest and Beach Commissioners
FROM:	Justin Ono, City Forester
SUBJECT:	April 2026 Forester's Report

Forestry, Parks, and Beach Highlights:

Carmel Forest Master Plan (CFMP):

- City consultant Dudek has finished review. We are moving forward with the drafting of a document.

Contractors:

- West Coast Arborists completed a task order to grind 31 stumps and immediately replanted 29 trees in the newly prepared sites.
- Community Tree Service: Removed 12 dead and dangerous trees, pruned 2 trees, and performed stump grinding and soil preparation for replanting at those sites.
- Topes Tree Service: Removed 4 dead trees and completed stump grinding to prepare the sites for replanting.
- Biological consultant Denise Duffy & Associates continues nesting bird surveys for upcoming task orders and Fuel mitigation work.

City Staff and Crews:

- City Forestry Crew removed 12 dead, dying, or invasive trees, planted 8 trees, and pruned 12 trees providing clearance for roads and stop signs, as well as maintaining tree health.
- Fire Fuel Reduction: City crew performed work around various sites in town, including limbing up trees and weed whacking.
- City landscape crew continues planting and watering of new trees.
- City crew continues to collect logs left by PG&E's recent work.

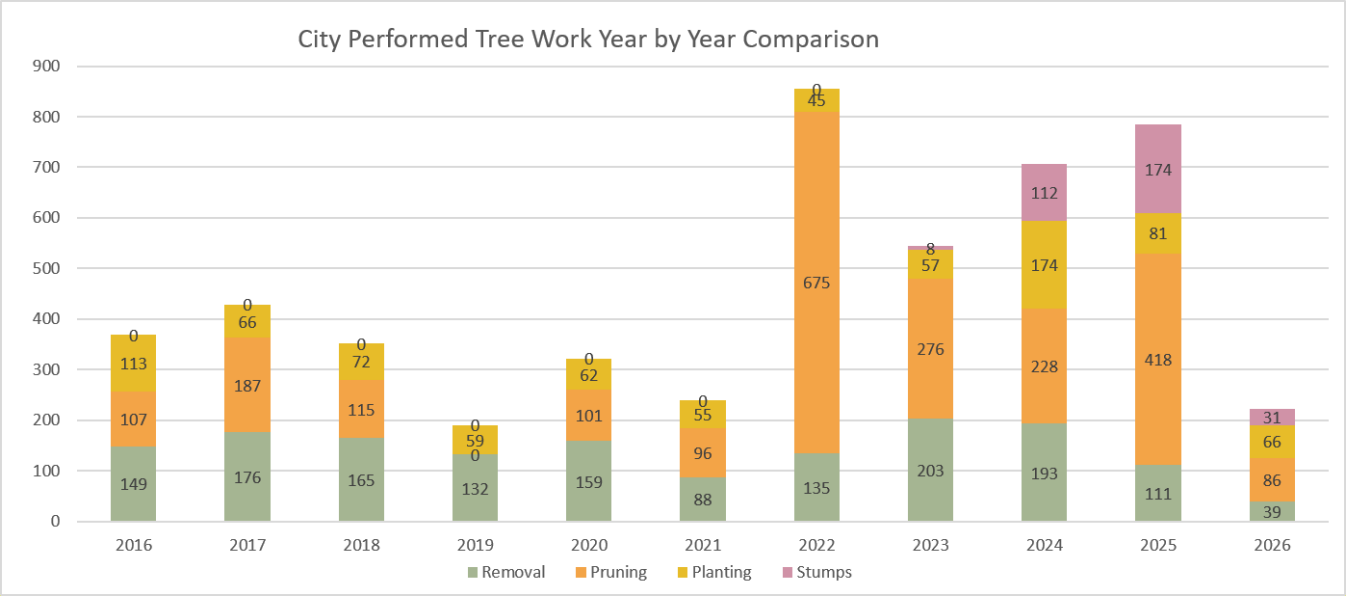
. Permit Information

			2025 Permitted removals, pruning, and required planting								
	Tree permits received	Tree permits Issued	Site Inspections Performed	Trees approved for pruning	Removal of Upper Canopy	Removal of Lower Canopy	Required to Plant Upper	Required to Plant Lower	No room for new tree	Meets Density Rec.	Total Number of Trees Required
January	29	22	5	14	8	13	9	14	1	1	23
February	15	6	1	6	3	4	0	2	1	1	2
March	31	20	7	12	7	13	13	16	0	2	29
April	24	17	6	12	5	12	6	12	0	1	18
May											
June											
July											
August											
September											
October											
November											
December											
2026 Totals	**99**	**65**	**19**	**44**	**23**	**42**	**28**	**44**	**2**	**5**	**72**

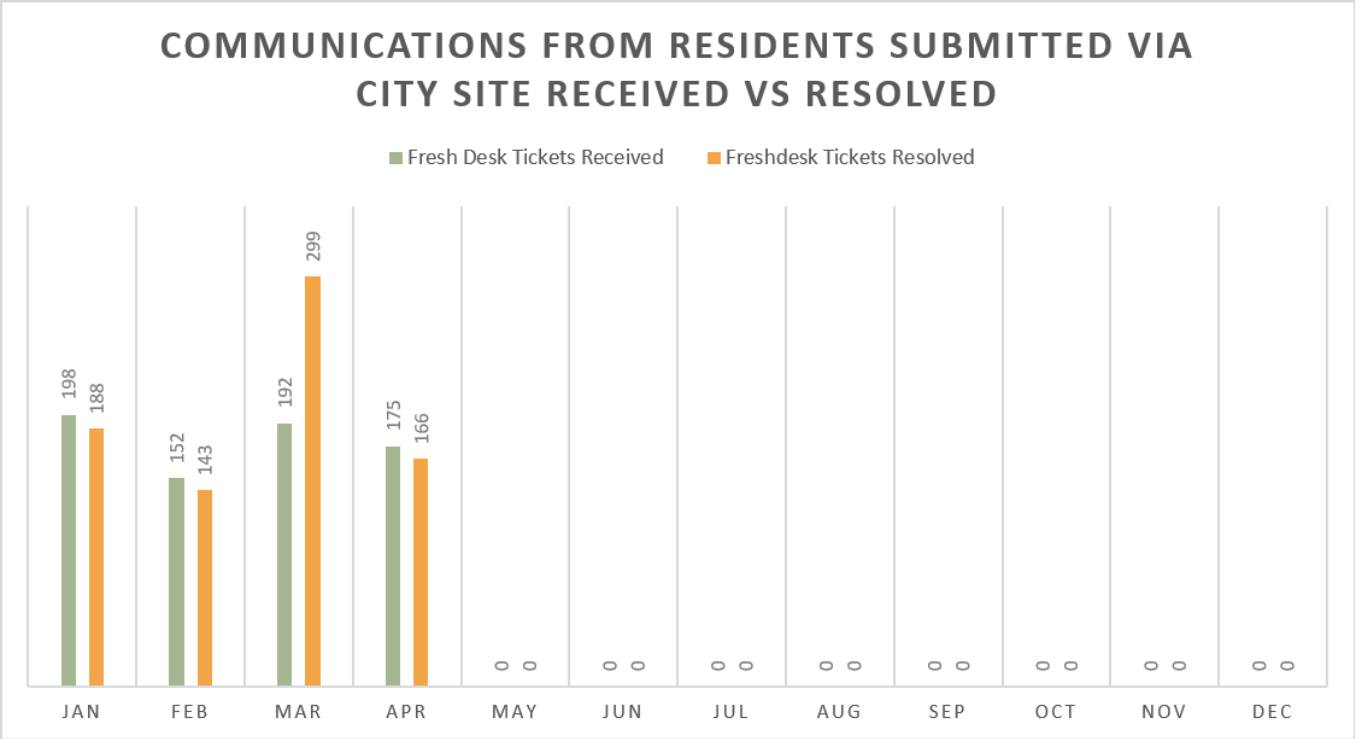
Historic permitted removals and required planting

Year	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022	149	82	67	85	48	37	57.05%	155
2023	324	211	113	223	164	72	68.83%	336
2024	231	110	121	231	118	113	100.00%	391
2025	222	102	120	160	72	88	72.07%	315
2026	65	23	42	72	28	44	110.77%	99

City Forestry, Parks, and Beach Activities



*Calendar year to date, stumps include contractors and will be updated upon completion of task orders.



*Numbers only represent correspondences received via the City's website and do not incude live calls, voicemails, drop-in visitors, and emails sent directly to employees from residents, nor return calls and emails from staff.

CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Jane Hogan, Accountant

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: April 2026 Check Register Summary

RECOMMENDATION:

Approve the check register for April 2026.

BACKGROUND / SUMMARY:

The check register is a financial report generated from the City's financial system (**Attachment 1**). It categorizes checks by the responsible department or function, providing essential information such as the check number, vendor name, purchase description, check issue date, and the check amount.

Per the California Supreme Court's decision in the case of Los Angeles County Board of Supervisors v. Superior Court (Dec. 29, 2016) (2016 WL 7473802), the check register excludes the specific invoice payments for legal services incurred for pending and active investigations, pending and active litigation, as well as recently concluded matters. The Supreme Court has ruled that these specific invoices are protected under attorney-client privilege and therefore are not subject to disclosure under the Public Records Act.

The check register provides valuable insights into the City's financial transactions, ensuring transparency and accountability in our financial operations. The exclusion of certain legal services payments adheres to the California Supreme Court's guidelines, safeguarding attorney-client privilege. The contract balance information further enhances our financial transparency.

FISCAL IMPACT:

The check register summary for April 2026 totals $1,918,019.09.

PRIOR CITY COUNCIL ACTION:

Council ratified the March 2026 check register at the May 4, 2026, special council meeting.

ATTACHMENTS:

1. April 2026 Check Register

April 2026 Check Register

Check No.	Vendor/Employee	Transaction Description	Date	Amount
Department: 000 ___				
57529	County of Monterey-Treasury Division	March 2026 citation revenue	04/10/2026	3,012.50
57543	Mayon Capital, Inc	Mail delivery service receivable	04/10/2026	-500.00
57557	See Monterey	MCTID Jan-Feb 26	04/10/2026	98,626.77
57569	Visit Carmel	CHID Jan-Feb26	04/10/2026	214,496.46
57588	AW Shucks, LLC	APP 26071 (AW Shucks) Refund	04/17/2026	2,190.00
57597	Division of the State Architect	Remittance Qi 2026 Form 786 Dis Access & Educ	04/17/2026	42.80
57621	TSD Carmel Properties, L.P.	APP 26070 (AW Shucks) Refund	04/17/2026	2,190.00
57622	U.S. Bank PARS 6746050100	Post-Employment Benenfits trust contribution	04/17/2026	250,000.00
		Total for Department: 000 ___		570,058.53
Department: 110 City Council				
57543	Mayon Capital, Inc	Mail delivery service	04/10/2026	5,500.00
		Total for Department: 110 City Council		5,500.00
Department: 111 City Administration				
57509	Amazon Web Services Inc	AWS Cloud Services	04/10/2026	450.44
57511	AT&T	Telephone service citywide	04/10/2026	442.34
57519	Brandon Swanson	Reimburse for MBANK luncheon 3/20/26	04/10/2026	578.51
57521	Carmel Pine Cone	Legal noticing	04/10/2026	273.00
57522	Chavan and Associates, LLC	Audit services	04/10/2026	9,395.00
57527	Civitas Advisors	Consulting services	04/10/2026	6,240.00
57533	Government Finance Officers Assoc.	Auditing services	04/10/2026	505.00
57537	Hinderliter, De Llamas & Associates	HdL Transaction Tax Audit	04/10/2026	2,968.38
57538	Iron Mountain	Records management	04/10/2026	429.86
57545	Municipal Resource Group, LLC	Executive Coaching	04/10/2026	1,300.00
57547	Office Depot, Inc.	Admin Office supplies	04/10/2026	326.83
57549	Pace Productivity Inc	Municipal Cost of Services Study	04/10/2026	16,700.00
57552	Prime Actuarial Consulting LLC/Bickmore Actuarial	Actuarial study	04/10/2026	2,800.00
57554	Regional Government Services	Payroll services	04/10/2026	5,218.13
57563	T-Mobile	Telephone service and sales	04/10/2026	339.69
57567	Universal Staffing Inc	Temporary staffing services	04/10/2026	3,959.30
57568	Verizon Wireless	Monthly phone usage and sales	04/10/2026	3,072.00
57580	Monterey Sanitary Supply	Business License Renewal Overpayment Refund	04/17/2026	1.94
57593	Carmel Pine Cone	Legal noticing	04/17/2026	643.50
57638	AT&T	Telephone service Citywide	04/24/2026	1,111.03
57641	Carmel Pine Cone	Legal noticing	04/24/2026	2,472.75
57643	Comcast	Cable service CH and PD	04/24/2026	53.29
57644	Comcast Business	NonNGEN internet and recurring charges	04/24/2026	644.40
57657	IAMP Pro Audio/Anthony J. Nocita	Set-up, live production, associated support of city meetings	04/24/2026	3,718.75
57658	ICMA Membership Renewals	M Bermundez #1259228	04/24/2026	200.00
57672	Softchoice Corporation	Power Bl Pro Sub User (2)	04/24/2026	222.00
		Total for Department: 111 City Administration		64,066.14
Department: 112 City Attorney				
57517	Best Best & Krieger, Attorney At Law	Legal fees:Telecommunications issue, Verizon litigation	04/10/2026	10,520.00
57558	Sloan Sakai Yeung & Wong	Legal services	04/10/2026	447.00
57589	Best Best & Krieger, Attorney At Law	Legal fees:Telecommunications issue, Verizon litigation	04/17/2026	352.00
57590	Burke,Williams & Sorensen, LLP	Legal services: Labor negotiations	04/17/2026	53,824.48
		Total for Department: 112 City Attorney		65,143.48
Department: 115 Community Planning & Building				
57488	International Code Council-Pen Chapter	2026 Tri-Chapter Annual Meeting: Laurie, Dauphinee	04/06/2026	300.00
57600	FedEx	Volume Study mailing	04/17/2026	16.24
57607	Minuteman Press	8,000 Mailing Postcards	04/17/2026	729.35
57650	Engineered Fire Systems	Plan Review - March 2026	04/24/2026	1,417.50
57673	Sullivan Carey-Lang	Monterey County Recorder Filing Fees	04/24/2026	10.50
		Total for Department: 115 Community Planning & Bu		2,473.59
Department: 116 Police				
57495	When to Work	Online scheduling services	04/06/2026	352.00
57532	FasTrak	VIOLATION T822666389366	04/10/2026	11.70
57539	Joe Boucher	Reimburse for training 4/19-4/20/2026	04/10/2026	241.70

57540	Joe Martis	Reimburse for training 4/19-4/20/2026	04/10/2026	241.70
57541	Lexipol LLC	Cordico Law Enforcement Wellness App renewal	04/10/2026	2,849.05
57560	T2 Systems Canada Inc.	PD:Digital iris services	04/10/2026	75.00
57561	T2 Systems, Inc	MobilePay Station	04/10/2026	282.18
57562	Timothy Ament	Reimburse for training 4/19-4/20/2026	04/10/2026	241.70
57565	Transunion Risk & Alterna	TLO investigative searches	04/10/2026	158.40
57606	Michael Bruno	Reimburse for FTO Sgt Training 4/19-4/22/26	04/17/2026	1,060.94
57610	Motorola Solutions Inc	Motorola apps for radios dms/smart programmig	04/17/2026	2,154.30
57614	Raya Automotive	PD Vehicle repairs	04/17/2026	432.20
57640	Canter Buyer Parent, LP MAJCO dba Big Brand Tire	Repairs PD	04/24/2026	1,233.88
57645	Community Hospital of the Monterey Peninsula	PD Testing services	04/24/2026	25.20
57646	County Of Monterey Sheriff-Coroner	Criminal Justice Information Stystem for Jan-Mar 2026	04/24/2026	19,204.42
57648	Department of Justice/Accounting Office	PD:Fingerprinting services	04/24/2026	32.00
57656	Health Education Services Inc	CERT supplies	04/24/2026	120.00
57661	JRW Investments	PD Uniform and service clothes	04/24/2026	98.31
57664	MOGO Urgent Care-PD	PD Substance/new hire testing services	04/24/2026	632.00
57666	Office Depot, Inc.	PD Misc office supplies	04/24/2026	490.14
57669	Quality Print & Copy	Police Dept printing services	04/24/2026	1,896.10
57677	Wilana, LLC dba Swift Car Wash	Car Wash	04/24/2026	160.00
		Total for Department: 116 Police		31,992.92

Department: 117 Fire

57513	Bauer Compressors	Sales tax invoice 0000346720	04/10/2026	6.90
57535	HASCO Stations, LLC	Gas and oil Fire Dept	04/10/2026	491.82
57577	JD Repairs, Inc	Fire Dept vehicle repairs - previously underpaid	04/17/2026	617.94
57602	HASCO Stations, LLC	Gas and oil Fire Dept	04/17/2026	661.21
57611	NorCalEVI/Kyle Umidon	Radio removal and install	04/17/2026	3,270.33
57636	Alert-All Corp	Fire Dept:Community promotion items	04/24/2026	152.25
		Total for Department: 117 Fire		5,200.45

Department: 118 Ambulance

57510	American Supply Company	Janitor Expense	04/10/2026	484.85
57518	Bound Tree Medical LLC	Medical supplies	04/10/2026	2,172.93
57535	HASCO Stations, LLC	Gas and oil expense PD	04/10/2026	1,755.87
57544	Mission Linen Service	laundry services	04/10/2026	294.20
57550	Peninsula Welding & Medical Supply, inc.	Amb Dept:Oxygen/hazardous materials transport service	04/10/2026	60.90
57602	HASCO Stations, LLC	Gas and oil Amb Dept	04/17/2026	444.05
57608	Mission Linen Service	laundry services	04/17/2026	156.06
57627	Wittman Enterprises, LLC	Wittman Ent 6%net	04/17/2026	475.92
57655	HASCO Stations, LLC	Gas and oil expense PD	04/24/2026	1,121.79
		Total for Department: 118 Ambulance		6,966.57

Department: 119 Public Works

57486	American Lock & Key	American Lock & Key - Keys for City Facilities	04/06/2026	283.56
57490	Otis Elevatior Company	elevator service at HML	04/06/2026	538.14
57492	Poes Plumbing & Backflow	Poes Plumbing & Backflow - City faciity plumbing service	04/06/2026	1,731.94
57493	Ross Roofing Inc	Roofing repairs	04/06/2026	1,542.00
57494	Sentry Alarm Systems	Sentry Alarm Systems - City facility alarm service	04/06/2026	3,646.98
57523	Christopher Dinner Heating Inc	Service Call-3/5/26 #27963	04/10/2026	932.20
57524	Cintas Corp 2 (First Aid)	First aid kits citywide	04/10/2026	926.77
57525	Cintas Corporation	Cintas- Uniforms for PW	04/10/2026	223.74
57526	City Of Monterey	City of Monterey- Vehicle services	04/10/2026	6,575.32
57530	Drought Resistant Nursery	Drought Resistant Nursery	04/10/2026	157.64
57531	Ewing Irrigation and Landscape Supply	Ewing Irrigation Supply	04/10/2026	313.51
57534	Hana Gardens Del Rey Oaks	Plants for City sites 3/13/26 220000347164	04/10/2026	455.34
57546	Nicole Nedeff	Forest Management Plan	04/10/2026	525.00
57555	Rental Depot - Monterey	Blade diamond, gas saw 3/17/26 #390122-1	04/10/2026	114.97
57556	Scarborough Lumber & Building	Scarborough - FORESTRY	04/10/2026	445.77
57564	Town and Country Gardening	Tree work in the City	04/10/2026	28,955.34
57566	Uline Inc.	Uline- Safety Supplies	04/10/2026	724.28
57570	West Coast Arborists Inc .	Tree maintenance services as directed by City Forester	04/10/2026	45,504.00
57583	Tree Stuff Lockbox No 639707	Treestuff - Supplies for Forestry Division	04/17/2026	452.36
57585	Yvette Culver	Supplies for Team building PW event 10/25/25	04/17/2026	55.08
57586	Ailing House Pest Control	Ailing House - City wide pest control	04/17/2026	727.00
57591	California Fire Protection, Inc.	City wide fire systems maintenance, sprinklers, and extinguisher	04/17/2026	800.00
57592	Cal-Line Equipment Inc	Wood chipper repairs	04/17/2026	19,968.41
57594	Cintas Corporation	Cintas- Uniforms for PW	04/17/2026	446.65
57595	Community Tree Service	Tree work as directed by City Forester	04/17/2026	4,872.08

57596	Core Management Services, LLC	Annual Smart Inspection 3/24/26 #23557	04/17/2026	600.00
57599	Ennis-Flint Inc	Thermoplastic STOPs	04/17/2026	5,933.04
57601	Granite Rock Company	Supplies for PW for City projects	04/17/2026	2,296.32
57602	HASCO Stations, LLC	Fuel for PW Division fleet	04/17/2026	2,026.56
57603	Hayward Lumber	Hayward Lumber- Supplies	04/17/2026	196.29
57609	MJ Murphy Lumber and Hardware	MJ Murphy Lumber and Hardware- Lumber	04/17/2026	1,700.74
57613	Pureserve Building Service	Pureserve Building Service - City facility janitoral service	04/17/2026	23,101.72
57615	Rental Depot - Monterey	Chipper brush 3/23/26 389131A-1	04/17/2026	1,447.18
57616	Robert Half	Temporary forestry assistance services	04/17/2026	6,223.92
57617	Scarborough Lumber & Building	Streets supplies	04/17/2026	97.11
57619	Town and Country Gardening	Tree work in the City	04/17/2026	36,505.00
57620	Tree Stuff Lockbox No 639707	Supplies for Forestry Division	04/17/2026	614.31
57623	Valley Hills Nursery	Trees	04/17/2026	962.99
57637	American Lock & Key	Keys for City sites 4-13-26 1-21699	04/24/2026	2,383.72
57640	Canter Buyer Parent, LP MAJCO dba Big Brand Tire	2008 Ford Ford F-350 Super Duty3/16/26 1194-8702574	04/24/2026	1,006.34
57647	Darrell Richards/Leak Detection Specialist	Leak repair at Murphy House 11/14/26 #1731	04/24/2026	900.00
57649	Edges Electrical Group	Facilities electrical supplies	04/24/2026	258.74
57651	Ferguson Enterprises, Inc.	Facilities plumbing supplies	04/24/2026	696.35
57652	First Alarm	Alarm services-Fire Station	04/24/2026	338.55
57653	Forestry Suppliers, Inc	Forestry Materials and supplies 3/18/26 1160968	04/24/2026	329.33
57654	Golden State Portables	Golden State Portables - Portable potty service	04/24/2026	650.00
57662	M3 Environmental Consulting	Lead air and dist sampling Fire Station	04/24/2026	8,355.00
57665	Monterey Bay Pest Control, Inc	Bug work in PW Admin Office	04/24/2026	450.00
57667	Otis Elevatior Company	Maint. service 3/16/26 100402269519	04/24/2026	461.43
57668	Poes Plumbing & Backflow	Hydro in sewer to clean roots, Carmel Fire Dept.	04/24/2026	4,462.21
57670	Ross Roofing Inc	Prepare area for repair at Carmel Fire 4/1/26 #8804	04/24/2026	2,451.00
57675	Valley Hills Nursery	Trees and shrubs	04/24/2026	1,040.30
		Total for Department: 119 Public Works		226,406.23
Department: 120 Library				
57491	Pacific Grove Self Storage	Storage Unit - Document storage	04/06/2026	407.00
		Total for Department: 120 Library		407.00
Department: 121 Community Activities				
57641	Carmel Pine Cone	1/4 page Earth Day & Arbor Day ad 4.17.26	04/24/2026	850.00
57674	OCML, Inc.	New portable stage - 24" high stage system, hardware, guardrails	04/24/2026	25,236.74
		Total for Department: 121 Community Activities		26,086.74
Department: 122 Economic Revitalization				
57559	Sunset Cultural Center Inc.	Current fiscal year Operating Grant	04/10/2026	187,500.00
57624	Visit Carmel	Quarterly Economic Development Funding	04/17/2026	30,000.00
		Total for Department: 122 Economic Revitalization		217,500.00
Department: 130 Non-Departmental				
57520	Cal-Am Water Company	Water service citywide	04/10/2026	16,690.42
57551	Pitney Bowes Global Fin S	Postage meter lease	04/10/2026	83.02
57553	Prism Public Risk Innovation	April-June 2026 EE Assistance Program	04/10/2026	676.20
		Total for Department: 130 Non-Departmental		17,449.64
Department: 311 Capital Projects				
57512	Avila Brothers Inc	Fire Station renovation	04/10/2026	18,775.71
57528	Conti LLC	Audio Visual upgrades to City Hall Council Chambers	04/10/2026	154,265.19
57548	Opticos Design, Inc	Prep of objective development and design standards for ADU	04/10/2026	6,763.04
57584	Wallace Group	Shoreline infrastructure repair	04/17/2026	285.00
57587	Ausonio, Inc	SSC Painting phase II	04/17/2026	54,175.42
57598	EMC Planning Group, Inc	Coastal Engineering and Adaptation Planning Project	04/17/2026	2,385.88
57612	Overhead Door Co of Salinas	PW Building Commercial Roll up door replacement	04/17/2026	35,049.84
57618	Tope's Tree Service Inc.	Tree work	04/17/2026	3,325.00
57625	West Coast Arborists Inc .	Tree work	04/17/2026	44,618.00
57639	Ausonio, Inc	Fire Station renovation Project Management	04/24/2026	21,500.00
57642	Coastal Paving & Excavating, Inc	Conglomerate Paving Project	04/24/2026	153,344.72
57659	Integral Consulting, Inc	Consulting: Carmel Sea Lever Rise Adaptation	04/24/2026	4,905.15
57676	Wald, Ruhnke & Dost Architects, LLP	Carmel Fire Engine Bay 2/2/26 2503905	04/24/2026	400.00
		Total for Department: 311 Capital Projects		499,792.95
Department: 513 Veh & Equip Replacement				
57498	DMV	New vehicle registration for new ambulance	04/06/2026	12,571.00

57582	SHI International Corp	Wireless Access Point	04/17/2026	52,123.44
57660	JD Repairs, Inc	Fire vehicle repairs	04/24/2026	111,214.88

Total for Department: 513 Veh & Equip Replacement	175,909.32

Grand Total	1,918,019.09

CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: Approve a $1,000 Fiscal Year 2026-2027 City Council Discretionary Grant Award to the Carmel Youth Center for their Discretionary Grant Application submitted on March 10, 2026.

RECOMMENDATION:

Approve a $1,000 Fiscal Year 2026-2027 City Council Discretionary Grant Award to the Carmel Youth Center for their Discretionary Grant Application submitted on March 10, 2026.

BACKGROUND / SUMMARY:

BACKGROUND:

At the May 4, 2026, City Council meeting, the City Council considered applications received through the Fiscal Year 2026-2027 City Council Discretionary Grant Program. The application period opened on February 6, 2026, and closed on March 27, 2026.

At that meeting, staff presented 18 applications that had been submitted electronically through the City's online grant application form. The City Council approved a $1,000 grant award for each of the 18 applicants, with the exception that the Carmel High Mock Trial Team was awarded $3,000, for a total of $20,000. The Council also directed that an additional $5,000 be included in the Fiscal Year 2026-2027 Discretionary Grant Fund to allow funding to be available for potential late or off-cycle requests during the fiscal year.

SUMMARY AND RECOMMENDATION:

Following the May 4 meeting, the Carmel Youth Center contacted the City to inquire about the status of its grant application. Upon review, staff confirmed that the Carmel Youth Center had submitted a complete application and supporting materials by email on March 10, 2026, before the March 27 application deadline. However, since the application was submitted as an email attachment rather than electronically through the online grant application form used by the other applicants, it was inadvertently missed during the grant review process.

Staff reviewed the application and materials submitted by the Carmel Youth Center, which are included in **Attachment 1**. A summary of the CYC's grant application responses and the proposed use of the grant funding is listed below:

Name of Non-Profit Organization (or Carmel School)	Carmel Youth Center
Point of Contact	Kelly Schmidt, Executive Director
501(c) nonprofit or a Carmel school?	501c
Located in CBTS?	yes
Any outstanding debt to the City?	no
Describe the specific proposed use of the grant by your organization	The Carmel Youth Center is requesting grant funding to help renovate its underutilized downstairs garage space into a dedicated Teen Lounge, providing local tweens and teens with a safe, welcoming place for homework, creative activities, games, music, leadership programming, and social connection. The project would support the CYC’s broader teen outreach efforts, including a new summer Teen Leadership Program, and help create a long-term community resource for Carmel youth.
Estimated number of CBTS residents that will benefit	75+
Amount requested	$3,000
Detailed Program Budget (how the grant funding will be used)	Grant funding would be used towards the purchase of bean bag chairs, hammocks or other fun and communal modular or movable furniture and rugs, 3D printers, art easels and supplies, ping pong table, foosball, board games

Staff concludes that the Carmel Youth Center submitted its application and supporting documents on time, and the proposed use of funds is acceptable and eligible for consideration under the Discretionary Grant Program.

Since sufficient funding is available in the Fiscal Year 2026-2027 Discretionary Grant Fund, staff recommends that the City Council approve a $1,000 grant award to the Carmel Youth Center, consistent with the amount awarded to the other Fiscal Year 2026-2027 grant applicants.

FISCAL IMPACT:

Approval of the recommended action would allocate $1,000 from the Fiscal Year 2026-2027 City Council Discretionary Grant Fund to the Carmel Youth Center.

On May 4, 2026, the City Council approved $20,000 (total) in grant awards and directed that an additional $5,000 be included in the fund for future funding considerations. If the recommended $1,000 grant award to the Carmel Youth Center is approved, $4,000 would remain available for future discretionary grant requests during Fiscal Year 2026-2027.

PRIOR CITY COUNCIL ACTION:

On May 4, 2026, the City Council approved $20,000 (total) in grant awards and directed that an additional $5,000 be included in the fund for future funding considerations.

ATTACHMENTS:

1. CYC Grant Application for FY 26-27

CYC Carmel Council Discretionary Grant Application
2/26
Due: March 13, 2026, at 5:00 PM

FORM

1-**Email**:
Kelly@CarmelYouth.org

2- Non-profit Organization Name (or name of Carmel School):
Enter the name of the Non-Profit or School applying for this grant
Carmel Youth Center

3- Organization Mailing Address:
PO Box 2399, Carmel-by-the-Sea, CA 93921

4- Organization Point of Contact Name and Title:
Kelly Schmidt, Executive Director

5- Contact Email:
kelly@CarmelYouth.org

6- Organization's Phone Number:
(831) 624-3285

Section 1: Eligibility Information To be eligible for funding, an organization:
Must be located within the City of Carmel-by-the-Sea or provide community, environmental, or social services to the community of Carmel-by-the-Sea. Must be a nonprofit community based 501(c) organization or a Carmel school. Must directly provide the community service(s) for which City funds are sought. Must have no outstanding debt due to the City. Must not be financially dependent upon receiving City support to meet the organization's annual budget and operational requirements.

Description of the community project/program/service provided and the benefit to the community that will be provided, including the number of Carmel-by-the-Sea community members served by both the organization and the specific project/program/service for which grant funds are sought

7- Is your organization a 501(c) nonprofit or a Carmel school?

X We are a 501c nonprofit

8- Is your organization located with the City of Carmel-by-the-Sea, or does it provide services to its residents?

X We are located in Carmel-by-the-Sea

9- Does your organization have any outstanding debt to the City?

X No

10- Is your organization financially dependent on receiving City funding for its annual budget and operational requirements?
X No

11- Does your organization's project/program that you are requesting a grant for meet the criteria for public purpose as outlined in the City's Discretionary Grant Policy?

X Yes (Provide a detailed description in the next section)

Section 2: Project/Program Purpose for Grant
All public funds must, by law, be used for activities that serve a public purpose. A public purpose generally means providing an "activity or service that is open and accessible to all members of the public regardless of race, creed, gender, sexual orientation, religious affiliation, etc., without restriction, and which does not promote a particular religion". Therefore, organizations applying for grant funding through this program must clearly show how their programs or services will benefit the community of Carmel-by-the-Sea.

Demonstrating Public Benefit The City may grant public funds under the following conditions: The organization offers a service that complements or enhances a service the City already provides. The service creates an indirect or secondary benefit for the City. The organization provides a service that the City could provide but has chosen not to.

The following chart contains examples that illustrate public benefit:

12- City grant funds may not be used for any of the following activities:
- General operating expenses such as salaries, utilities, and rent expenses
- To support political activities
- Scholarships to high-school or college students
- The payment of outstanding debts
- The purchase of alcoholic beverages
- Travel, meals, lodging, or entertainment expenses
- Services which are primarily commercial, religious or political in nature
- Permanent improvements to any non – City owned structure or property so that it becomes integral to the real report and removal would do harm to the building or

land including those improvements that are bolted, nailed, screwed or wired into the wall, ceiling or floor
Mark only one oval.

X I understand

13- In 500 words or less, please describe the specific proposed use of the grant by your organization. This must be a specific service, project, or program provided by your organization which demonstrates a benefit to residents of Carmel-by-the-Sea.

Easily accessible to local schools and businesses in Carmel-by-the Sea, the Carmel Youth Center is fortunate to be have additional underutilized space available in our downstairs garage level to further serve our community. This location is perfectly suited to accommodate a growing number of tweens and teens looking for a fun and safe place to hang out after school and be productive and engaged during the summer time. With that in mind, we've begun initial plans to redesign and renovate the 1290 sq. ft. downstairs garage area into a vibrant Teen Lounge.

In order to best serve the teen and tween community and use our space most efficiently and effectively, this area would be separated from the younger kids summer camp and after school programming upstairs. The teen lounge will fill a local void, providing a nearby "cool" and safe environment for teens to congregate, participate in age appropriate educational programming, and develop friendships and connections. Accessible to all Carmel residents, and surrounding cities, working parents can have peace of mind knowing their kids are in a welcoming and inviting space where creativity and social growth flourishes.

While we are still in the planning stages of development, the teen hangout may include:
-a Chill Zone with bean bags, hammocks or other fun and communal modular or movable furniture and rugs
-a Quiet Space where teens can come read, do homework, or just relax
-a Maker Space with potential 3D printers, art easels and supplies, potential areas knitting circles, drawing clubs etc.
-a Game Space for ping pong, foosball, board games etc.
-a Music area for creating, playing and writing music

As part of the our teen and tween outreach efforts, we've partnered with Dr. Barry and Jeanne Frew to kick off an inaugural CYC Teen Leadership Summer Program offered this summer from July 13th - July 17th (13- 14 year olds) and July 20th - July 24th (15 year olds). This summer leadership program, hosting up to 10 teen participants per week, would be the gateway introduction to the new Teen Lounge. Emerging leaders from Carmel Unified School District will be invited to attend a week filled with leadership tools for increased critical thinking and community activism.

Funding would supplement costs associated with such renovations, creating this into a beautiful and creative welcoming space accessible to all tweens and teens. This initial seed money would serve future teens as well, an appropriate tribute to Bing Crosby's legacy in establishing the CYC back in 1949.

14- Please indicate the estimated number of Carmel-by-the-Sea (93921) residents that will benefit from the specific service, project, or program for which grant funds are being sought:

Since this is a new outreach program, we can estimate positive impact and future growth with the following participants specifically for the Teen Lounge:

-20 Carmel Unified School District students in the CYC Teen Leadership Summer Program
-15 teens/tweens from Carmel Unified School District per day after school
-40 Carmel Unified School District students throughout the year participating in special programming
-Many Carmel-by-the Sea parents having a safe place for their teens to hang out after school, during breaks, and summertime

Section 3: Funding Request Amount and Budget

15- Please indicate the amount of grant funding you are requesting (note: the maximum amount is $3,000)

$3,000

16- Provide a Detailed Proposed Project/Program Budget, indicating how the grant funding requested will be utilized if awarded.

We are requesting $3,000 for the "Kids Zone After School Drama Club Program", and if awarded the funds will be used as follows:

- $500 for new lighting
- $1,500 for furniture
- $1,000 for technology = $3,000

Section 4: Organization's Financial History

Along with submitting an online grant application, applicants must also email or upload the following documentation to the City Clerk at cityclerk@ci.carmel.ca.us by Friday, March 13, 2026, at 5:00 PM for the application to be considered complete:

1. A current, detailed operating budget that includes information on the organization's annual sources of revenue received.
2. Proof of 501(c) status with a copy of the letter from the IRS as applicable.
3. The past two year's financial statements, including the current year, with balance sheets, sources of revenues, profit/loss statements and indicating the percentage of revenue that isused for administration, salaries and program costs.

17. Mark only one oval. I understand this requirement

18. Files submitted:

I understand that in order for my application to be considered complete, I must also email OR upload the following three (3) documents to cityclerk@ci.carmel.ca.us by grant application deadline of Friday, March 13, 2026, at 5:00 PM:

1) A current, detailed operating budget that includes information on the organization's annual sources of revenue received.
2) Proof of 501(c) status (copy of the letter from the IRS) or documentation as a school as applicable.
3) The past two year's financial statements, including the current year, with balance sheets, sources of revenues, profit/loss statements and indicating the percentage of revenue that is used for administration, salaries and program costs.

Mark only one oval.

X I understand this requirement

18 - Please upload your files here, unless you prefer to email them to cityclerk@ci.carmel.ca.us by the deadline instead. The 3 files required are: copy of detailed operating budget, copy of 501(c) status letter from the IRS, past two years of financial statements.

Section 6: Declaration

I hereby certify that the information provided in this application is true and correct to the best of my knowledge and that I am authorized by the organization to complete this application. I understand that in addition to submitting this application form, I must also email or upload the required financial documents to the City Clerk at cityclerk@ci.carmel.ca.us by Friday, March 13, 2026, at 5:00 PM in order for my grant application to be considered complete.

I further acknowledge that if selected, a grant agreement between the City and my organization is required, and once signed, grant funding awarded to my organization must be utilized for the specific service, project, or program outlined in this application between July 1, 2026 and June 30, 2027.

19 - Your name and title

Kelly Schmidt, Executive Director

20 - Organization Name
Carmel Youth Center

21- Date Submitted
ADD DATE

IRS Department of the Treasury
Internal Revenue Service

CINCINNATI OH 45999-0038

In reply refer to: 0248221235
June 14, 2016 LTR 4168C 0
94-1415306 000000 00
00016780
BODC: TE

CARMEL YOUTH CENTER INC
PO BOX 2399
CARMEL CA 93921

032464

Employer ID Number: 94-1415306
Form 990 required: Yes

Dear Taxpayer:

This is in response to your request dated June 03, 1969, regarding your tax-exempt status.

We issued you a determination letter in June 1960, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Section 509(a)(2).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

0248221235
June 14, 2016 LTR 4168C 0
94-1415306 000000 00
00016781

CARMEL YOUTH CENTER INC
PO BOX 2399
CARMEL CA 93921

Sincerely yours,

Doris P. Kenwright

Doris Kenwright, Operation Mgr.
Accounts Management Operations 1

Carmel Youth Center
Comparative Financial Results 2025 vs 2024

UNFAV
FAV

12/31/2025	2024 ACT	2025 ACT	YTD 2025 vs 2024 ACT	2025 Notes
Program Revenue	$ 57,888	$ 116,261	$ 58,373	12 months vs 7 months student activity
Cost of Program Revenue (Direct Variable costs)	$ 31,538	$ 49,862	$ 18,324	Program variable labor costs, & program operating supplies 12MOS vs 7MOS
Contribution Margin	**$ 26,350**	**$ 66,399**	**$ 40,049**	**NET UNFAV GROSS MARGIN**
Salaries & Related Expenses (Fixed Costs)	$ 160,393	$ 200,652	$ 40,259	President incremental wages 2025vs 2024
Other Fixed Expenditures	$ 129,373	$ 173,182	$ 43,809	Accounting +$21K, ADV+$9K, MKTG+$8K
Total Expenditures	$ 289,767	$ 373,834	$ 84,067	
Net Operating Revenue	**$ (263,417)**	**$ (307,435)**	**$ (44,018)**	**Operating LOSS program revenue growth insufficient to cover incremental expenses**
Revenue Grants & Donations	$ 383,888	$ 701,738	$ 317,850	
Capital fund Raise		$ -	$ -	Did not undertake Capital Fund Raise
Total Other Revenue	**$ 383,888**	**$ 701,738**	**$ 317,850**	**Includes $500K 1-time donation offsetting $187K capital spend fund raise $0 to date; ALL OTHER ($K) UNFAV TO BUDGET**
OtherRevenue		$ 12,650	$ 12,650	
Net Other Revenue (Grants & Donations)	$ 383,888	$ 714,388	$ 330,500	Includes $250K capital spend fund raise / $125,000 for Q1 & Q2
Capital fund Raise				
Net Revenue	**$ 120,471**	**$ 406,953**	**$ 286,482**	**NET FAV TO PRIOR YEAR**

Statement of Financial Position Comparison

Carmel Youth Center

As of December 31, 2025

Distribution account	Total		
	12/31/2025	12/31/2024	Change
Assets			
Current Assets			
Bank Accounts			
1st Capital Chkng (0938) (deleted)	0.00	7,960.48	-7,960.48
BANK			0
1st Capital Ckng (0946) (DC 4396)	133,053.39	234,517.83	-101,464.44
Petty Cash	587.05		587.05
Total for BANK	**$133,640.44**	**$234,517.83**	**-$100,877.39**
Total for Bank Accounts	**$133,640.44**	**$242,478.31**	**-$108,837.87**
Accounts Receivable			0
Accounts Receivable	0.00	0.00	0.00
Total for Accounts Receivable	**$0.00**	**$0.00**	**$0.00**
Other Current Assets			0
INVESTMENTS			0
Endowment at CF	59,992.61	55,205.98	4,786.63
Unrealized Gains/Losses	8,063.17		8063.17
Total for Endowment at CF	**$68,055.78**	**$55,205.98**	**$12,849.80**
MERRILL LYNCH INVESTMENT ACCOUNT	0.00		0
ML Money Market Funds	336,360.73		336360.73
ML MMF Unrealized Gains/Losses	-33.60		-33.6
Total for ML Money Market Funds	**$336,327.13**		**336,327.13**
ML US Treasury Bills	163,602.35		163602.35
US TB Unrealized Gains & Losses	250.57		250.57
Total for ML US Treasury Bills	**$163,852.92**		**163,852.92**
Total for MERRILL LYNCH INVESTMENT ACCOUNT	**$500,180.05**		**500,180.05**
Total for INVESTMENTS	**$568,235.83**	**$55,205.98**	**$513,029.85**

Statement of Financial Position Comparison

Carmel Youth Center

As of December 31, 2025

Distribution account	Total		
	12/31/2025	12/31/2024	Change
OTHER CURRENT ASSETS			0
Inventories	0.00	0.00	0.00
Total for OTHER CURRENT ASSETS	**$0.00**	**$0.00**	**$0.00**
QuickBooks Tax Holding Account	727.49		727.49
Undeposited Funds	0.00	50.00	-50.00
Total for Other Current Assets	**$568,963.32**	**$55,255.98**	**$513,707.34**
Total for Current Assets	**$702,603.76**	**$297,734.29**	**$404,869.47**
Fixed Assets			0
ACCUM DEPRECIATION - FIXED OPERATING ASSETS			0
Accum Depreciation	-626,278.00	-626,278.00	0.00
Total for ACCUM DEPRECIATION - FIXED OPERATING ASSETS	**-$626,278.00**	**-$626,278.00**	**$0.00**
FIXED OPERATING ASSETS			0
Building Improvements	449,326.89	449,326.89	0.00
Lobby expense	71,224.07	71,224.07	0.00
Total for Building Improvements	**$520,550.96**	**$520,550.96**	**$0.00**
Furniture and Fixtures	13,766.57	13,766.57	0.00
Land and Building	343,582.00	343,582.00	0.00
Landscape Improvements	7,806.27	7,806.27	0.00
Machinery and Equipment	40,472.72	40,472.72	0.00
Total for FIXED OPERATING ASSETS	**$926,178.52**	**$926,178.52**	**$0.00**
Total for Fixed Assets	**$299,900.52**	**$299,900.52**	**$0.00**
Other Assets			0
Suspense	500,000.00		500000
Total for Other Assets	**$500,000.00**		**500,000.00**
Total for Assets	**$1,502,504.28**	**$597,634.81**	**$904,869.47**
Liabilities and Equity			0

Statement of Financial Position Comparison

Carmel Youth Center

As of December 31, 2025

Distribution account	Total		
	12/31/2025	12/31/2024	Change
Liabilities			0
Current Liabilities			0
Accounts Payable			0
Accounts Payable	5,319.79	7,054.56	-1,734.77
Total for Accounts Payable	**$5,319.79**	**$7,054.56**	**-$1,734.77**
Credit Cards			0
CREDIT CARDS			0
Credit Card Wells Fargo x5951 (deleted)	0.00	156.35	-156.35
SC County Apex CC (4396)	936.60		936.6
Total for CREDIT CARDS	**$936.60**	**$156.35**	**$780.25**
Total for Credit Cards	**$936.60**	**$156.35**	**$780.25**
Other Current Liabilities			0
ACCRUED PAYROLL (deleted)			0
Accrued Payroll - 401k (deleted)	0.00	550.00	-550.00
Accrued Payroll - Benefits (deleted)	0.00	0.50	-0.50
Total for ACCRUED PAYROLL (deleted)	**$0.00**	**$550.50**	**-$550.50**
ACCURED LIABILITIES			0
Accrued Expenses	0.00	0.00	0.00
Total for ACCURED LIABILITIES	**$0.00**	**$0.00**	**$0.00**
Direct Deposit Payable	0.00		0
Payroll Liabilities			0
CalSavers	0.00		0
CA PIT / SDI	78.07		78.07
CA SUI / ETT	-213.31		-213.31
Federal Taxes (941/943/944)	569.48		569.48
Total for Payroll Liabilities	**$434.24**		**434.24**

Statement of Financial Position Comparison

Carmel Youth Center

As of December 31, 2025

Distribution account	Total		
	12/31/2025	12/31/2024	Change
Total for Other Current Liabilities	**$434.24**	**$550.50**	**-$116.26**
Total for Current Liabilities	**$6,690.63**	**$7,761.41**	**-$1,070.78**
Long-term Liabilities			0
Total for Liabilities	**$6,690.63**	**$7,761.41**	**-$1,070.78**
Equity			0
Retained Earnings	92,434.78	-13,036.49	105,471.27
Net Income	406,953.13	120,471.27	286,481.86
NET ASSETS WITH DONOR RESTRICTIONS			0
Endowment	0.00	55,205.98	-55,205.98
Heating	0.00	0.00	0.00
Stairs	23,000.00	23,000.00	0.00
Total for NET ASSETS WITH DONOR RESTRICTIONS	**$23,000.00**	**$78,205.98**	**-$55,205.98**
Net assets without Donor Restrictions	466,367.13	406,161.15	60,205.98
Opening Bal Equity	500,743.90	0.00	500,743.90
Unrealized Gains & Losses	6,314.71	-1,928.51	8,243.22
Total for Equity	**$1,495,813.65**	**$589,873.40**	**$905,940.25**
Total for Liabilities and Equity	**$1,502,504.28**	**$597,634.81**	**$904,869.47**

Statement of Activity Comparison
Carmel Youth Center
January-December, 2025 vs 2024

UNFAV
FAV

Distribution account	Total			
	Jan 1 - Dec 31 2025	Jan 1 - Dec 31 2024 (PY)	DIFF 2025vs2024	NOTES ON DIFFERENCE
Income				
DIRECT CONTRIBUTIONS				
Indirect Contributions (deleted)	108.00		108.00	
Individual Contributions	575,329.52	74,602.81	500,726.71	
Nonprofit & Foundation Contributions	25,232.95	245,241.83	-220,008.88	
Corporate Contributions (deleted)		8,661.75	-8,661.75	
Total for DIRECT CONTRIBUTIONS	**$600,670.47**	**$328,506.39**	**$272,164.08**	1 donation $500K vs $156K + $344K
GRANTS GIVEN				
Grants without Restrictions	29,470.17	35,000.00	-5,529.83	
Grants with Restrictions	44,077.08	14,052.83	30,024.25	
Total for GRANTS GIVEN	**$73,547.25**	**$49,052.83**	**$24,494.42**	
OTHER BUSINESS REVENUES				
Dividends	3,126.94		3,126.94	no entries recorded in 2024
Facility Rental Income	7,355.50	6,986.00	369.50	
Total for OTHER BUSINESS REVENUES	**$10,482.44**	**$6,986.00**	**$3,496.44**	
PROGRAM SALES & FEES Make inactive 12.31.2025 No longer use				
Program Service Fees	116,260.76	57,888.10	58,372.66	12 MOS in 2025 7 MOS in 2024
Total for PROGRAM SALES & FEES Make inactive 12.31.2025 No longer use	**$116,260.76**	**$57,888.10**	**$58,372.66**	**% of total operating expenses**
PROGRAMS INCOME				
ENRICHMENT				
Restricted Donations (Enrichment)	5,000.00		5,000.00	
Total for ENRICHMENT	**$5,000.00**		5,000.00	
Total for PROGRAMS INCOME	**$5,000.00**		5,000.00	
Sales (deleted)	0.00		0.00	
Sponsorship Income (deleted)	22,500.00		22,500.00	GALA receipts in 2025

Statement of Activity Comparison
Carmel Youth Center
January-December, 2025 vs 2024

UNFAV
FAV

Distribution account	Total			
	Jan 1 - Dec 31 2025	Jan 1 - Dec 31 2024 (PY)	DIFF 2025vs2024	NOTES ON DIFFERENCE
Zumba Donations (deleted)	26.00		26.00	
GOVERNMENT CONTRACTS/FEES (deleted)			0.00	
State Contracts/Fees (deleted)		-169.50	169.50	
Total for GOVERNMENT CONTRACTS/FEES (deleted)		**-$169.50**	**$169.50**	
REVENUE FROM SALES (deleted)				
Cost of Goods Sold (deleted)		-487.82	487.82	
Total for REVENUE FROM SALES (deleted)		**-$487.82**	**$487.82**	
Total for Income	**$828,486.92**	**$441,776.00**	**$386,710.92**	
Cost of Goods Sold				
DNU -	0.00		0.00	
Total for Cost of Goods Sold	**$0.00**		0.00	
Gross Profit	**$828,486.92**	**$441,776.00**	**$386,710.92**	
Expenses				
Admin Wages (deleted)	2,708.33		2,708.33	
CONTRACT SERVICE EXPENSES			0.00	
Accounting	34,047.99	12,586.70	21,461.29	2 Accounting firms for 8 months
Attorney & Legal	1,000.00		1,000.00	
Contractors - General	18,145.42	20,680.94	-2,535.52	
Grant Writer	4,537.50	4,912.50	-375.00	
Health Services	135.00		135.00	
Janitorial	4,026.81		4,026.81	
Marketing Consultant	9,506.06	92.00	9,414.06	
Total for CONTRACT SERVICE EXPENSES	**$71,398.78**	**$38,272.14**	**$33,126.64**	
Employee Benefits	0.00			
FACILITY EXPENSES			0.00	

Statement of Activity Comparison
Carmel Youth Center
January-December, 2025 vs 2024

UNFAV
FAV

Distribution account	Total			
	Jan 1 - Dec 31 2025	Jan 1 - Dec 31 2024 (PY)	DIFF 2025vs2024	NOTES ON DIFFERENCE
Alarm Security	2,130.72	2,085.72	45.00	
Repairs & Maintenance	8,246.25	4,605.87	3,640.38	
Utilities	17,758.85	14,125.02	3,633.83	
Depreciation & Amortization		9,986.00	-9,986.00	2025 not yet booked
Total for FACILITY EXPENSES	**$28,135.82**	**$30,802.61**	**-$2,666.79**	
Fundraising (deleted)	2,176.28		2,176.28	
OPERATING EXPENSES			0.00	
Advertising Expenses	12,671.92	4,216.93	8,454.99	
Bank Fees	186.43	55.00	131.43	
Business Taxes & Licensing Fees	7,364.77	6,640.22	724.55	
Decor	235.13		235.13	
Equipment Rental	1,257.03	1,828.44	-571.41	
Food & Refreshments	755.47		755.47	
Insurance - Non-employee Related	16,906.71	21,332.77	-4,426.06	
Membership Dues - Organization	12,541.26	9,742.52	2,798.74	
Merchant Fees	43.86	678.89	-635.03	
Office Supplies	444.61		444.61	
Other Expenses	246.03	445.00	-198.97	
Postage & Shipping	1,678.27	270.20	1,408.07	
Printing & Copying	40.96	2,461.62	-2,420.66	
Subscriptions	1,642.38	397.11	1,245.27	
Supplies	6,807.96	4,461.66	2,346.30	
Telephone, Cable & Internet	5,853.18	7,095.61	-1,242.43	
Total for OPERATING EXPENSES	**$68,675.97**	**$59,625.97**	**$9,050.00**	
Paid Time Off (deleted)	0.00		0.00	

Statement of Activity Comparison
Carmel Youth Center
January-December, 2025 vs 2024

UNFAV
FAV

Distribution account	Total			
	Jan 1 - Dec 31 2025	Jan 1 - Dec 31 2024 (PY)	DIFF 2025vs2024	NOTES ON DIFFERENCE
PERSONNEL EXPENSES			0.00	
401k/403b Contributions	2,372.33		2,372.33	
Admin Wages	161,882.64	166,254.15	-4,371.51	40,957.15
Employee Benefits	4,314.12	2,628.00	1,686.12	
Employer Payroll Taxes	18,555.80	12,718.42	5,837.38	
Hourly Teachers Wages Make inactive after 12.31.2025	45,328.66		45,328.66	
New Hire/Staff Employment Costs	2,018.26		2,018.26	
Other Earnings (deleted)	9,000.00		9,000.00	
Paid Time Off	607.69		607.69	
Payroll Service Fees	1,922.00	1,629.00	293.00	
Staff & Volunteer Training	572.79		572.79	
Stipends	-750.00	300.00	-1,050.00	
Workers Comp Insurance	1,980.87	8,401.79	-6,420.92	
Total for PERSONNEL EXPENSES	**$247,805.16**	**$191,931.36**	**$55,873.80**	
TRAVEL & CONFERENCE EXPENSES				
Meals	99.59	192.19	-92.60	
Transportation	3,071.39	455.46	2,615.93	
Conference Registration Fees		25.00	-25.00	
Total for TRAVEL & CONFERENCE EXPENSES	**$3,170.98**	**$672.65**	**$2,498.33**	
Wages	-375.76			
Total for Expenses	**$423,695.56**	**$321,304.73**	**$102,766.59**	
Net Operating Income	**$404,791.36**	**$120,471.27**	**$283,944.33**	
Other Income				
INVESTMENT ACTIVITY				
Realized Gain(Loss)	2,167.76		2,167.76	

Statement of Activity Comparison
Carmel Youth Center
January-December, 2025 vs 2024

UNFAV
FAV

Distribution account	Total			
	Jan 1 - Dec 31 2025	Jan 1 - Dec 31 2024 (PY)	DIFF 2025vs2024	NOTES ON DIFFERENCE
Total for INVESTMENT ACTIVITY	**$2,167.76**		2,167.76	
Total for Other Income	**$2,167.76**		**$2,167.76**	
Other Expenses				
DONATED GOODS & SERVICES EXPENSE				
In-Kind Use of Facilities	5.99		5.99	
Total for DONATED GOODS & SERVICES EXPENSE	**$5.99**		5.99	
Total for Other Expenses	**$5.99**		5.99	
Net Other Income	**$2,161.77**		**$2,161.77**	
Net Income	**$406,953.13**	**$120,471.27**	**$286,106.10**	286,481.86

Carmel Youth Center
2022 through 2026 Budget

	2024 ACT	2025 Actual	2026 BUDGET FINAL	Chg 2026 vs 2025	2026 Budget Notes
Revenue Program	$ 87,694	$ 116,261	$ 105,880	$ (10,381)	**Fewer Camp Attendees & Fewer afterschool**
Cost of Program Revenue (Variable costs)	$ 31,538	$ 49,862	$ 50,400	$ 538	**Program variable labor costs, & program operating supplies**
Contribution Margin	**$ 56,156**	**$ 66,399**	**$ 55,480**	**$ (10,919)**	
Salaries & Related Expenses (Fixed Costs)	$ 160,093	$ 200,652	$ 198,086	$ (2,566)	**fixed labor costs & benefits**
Other Fixed Expenditures	$ 124,880	$ 173,182	$ 151,653	$ (21,529)	**non-program direct costs**
Total Expenditures	$ 284,973	$ 373,834	$ 349,739	$ (24,095)	
Net Operating Revenue	**$(228,817)**	**$ (307,435)**	**$ (294,259)**	**$ 13,176**	
Revenue Grants & Donations	$ 358,493	$ 701,738	$ 309,500	$ (392,238)	**Includes 2026 Fundraising Gala**
Other Revenue		$ -	$ 7,200	$ 7,200	
Total Other Revenue	**$ 358,493**	**$ 701,738**	**$ 316,700**	**$ (385,038)**	
Other Exepnditures		$ 12,650	$ 39,940	$ 27,290	**Cost of the Fundraising Gala**
Net Other Revenue (Grants & Donations)	$ 358,493	$ 714,388	$ 276,760	$ (437,628)	
Net Revenue	**$ 129,676**	**$ 406,953**	**$ (17,499)**	**$ (424,452)**	**Improvement 2026 vs 2025 $110K + Gala**

Statement of Activity by Month

Carmel Youth Center

2026 Budget

Distribution account	2026 Budget
Income	
4000 DIRECT CONTRIBUTIONS	
4010 Individual Contributions	0.00
4060 Nonprofit & Foundation Contributions	129,500.00
Total for 4000 DIRECT CONTRIBUTIONS	**129,500.00**
4200 NON-GOVERNMENT GRANTS	
4210 Grants without Restrictions	30,000.00
4220 Grants with Restrictions	0.00
Total for 4200 NON-GOVERNMENT GRANTS	**30,000.00**
5100 PROGRAM SALES & FEES	
5110 Program Service Fees	
Afterschool (3pm to 6pm)	13,400.00
ART	4,000.00
Parents night out	12,750.00
Exercise	5,040.00
Cooking	4,650.00
Camp / Break Camps	61,240.00
5111 STEAM Progam	4,800.00
Total for 5100 PROGRAM SALES & FEES	**105,880.00**
5125 Facility Rental Income	7,200.00
9220 Dividends	
Special Events	150,000.00
Unrestricted Grants	
Zumba Donations	
Total for Income	**422,580.00**
Cost of Goods Sold	39,940.00
Gross Profit	**382,640.00**
Expenses	
7035 Fundraising	
7500 CONTRACT SERVICE EXPENSES	
7510 Contractors - General	12,000.00
7511 Grant Writer	5,000.00
7515 Janitorial	8,066.56
7520 Accounting	15,000.00
7530 Attorney & Legal	1,000.00

Statement of Activity by Month

Carmel Youth Center

2026 Budget

Distribution account	2026 Budget
7550 Marketing Consultant	
7560 Health Services	
Total for 7500 CONTRACT SERVICE EXPENSES	**41,066.56**
8100 NON PERSONNEL EXPENSES	
8110 Supplies	7,255.60
Total for 8100 NON PERSONNEL EXPENSES	**7,255.60**
8200 FACILITY EXPENSES	
8220 Utilities	21,643.56
8230 Repairs & Maintenance	4,539.42
8235 Alarm Security	3,946.72
Total for 8200 FACILITY EXPENSES	**30,129.70**
8300 TRAVEL & CONFERENCE EXPENSES	
8310 Transportation	2,955.29
8330 Meals	500.00
Total for 8300 TRAVEL & CONFERENCE EXPENSES	**3,455.29**
8400 OTHER PROGRAM SPECIFIC EXPENSES	
8430 Stipends	0.00
Total for 8400 OTHER PROGRAM SPECIFIC EXPENSES	**0.00**
8500 OPERATING EXPENSES	0.00
8115 Food & Refreshments	1,161.36
8120 Telephone, Cable & Internet	5,323.40
8130 Postage & Shipping	368.15
8140 Equipment Rental	2,480.88
8150 Software & Hardware < $X,XXX	675.00
8160 Printing & Copying	204.80
8170 Subscriptions	3,058.38
8520 Insurance - Non-employee Related	21,962.42
8530 Membership Dues - Organization	8,018.55
8550 Bank Fees	223.43
8560 Merchant Fees	103.06
8570 Advertising Expenses	13,450.48
8580 Business Taxes & Licensing Fees	12,000.00
8590 Other Expenses	0.00
Office Supplies	716.28
Total for 8500 OPERATING EXPENSES	**69,746.19**

Statement of Activity by Month

Carmel Youth Center

2026 Budget

Distribution account	2026 Budget
PERSONNEL EXPENSES	
7205 Hourly Teachers Wages	50,400.00
7210 Administrative Wages	167,957.88
7215 Other Earnings	0.00
7220 401k/403b Contributions	0.00
7225 Paid Time Off	1,000.00
7230 Employee Benefits	4,141.67
7250 Payroll Service Fees	2,112.00
7270 New Hire/Staff Employment Costs	1,353.84
7290 Workers Comp	3,867.22
8540 Staff & Volunteer Training	500.00
Payroll Taxes	17,153.20
Total for PERSONNEL EXPENSES	**248,485.82**
Unapplied Cash Bill Payment Expenditure	
Total for Expenses	**400,139.15**
Net Operating Income	**-17,499.15**
Other Income	
9200 INVESTMENT ACTIVITY	
9240 Realized Gain(Loss)	0.00
Total for 9200 INVESTMENT ACTIVITY	**0.00**
Income Transfr +/- to Funds	0.00
Total for Other Income	**0.00**
Other Expenses	
Suspense	0.00
Total for Other Expenses	**0.00**
Net Other Income	**0.00**
Net Income	**-17,499.15**

Carmel-by-the-Sea

Nova Romero <nromero@ci.carmel.ca.us>

Carmel Youth Center Grant Submission

Kelly Schmidt <Kelly@carmelyouth.org> Tue, Mar 10, 2026 at 1:31 PM
To: cityclerk@ci.carmel.ca.us

Be Careful With This Message

From (Kelly Schmidt <Kelly@carmelyouth.org>, External)

Potential Impersonation

The sender's identity could not be verified and someone may be impersonating the sender. **Take caution when interacting with this message.**

Please find attached our application and the required documentation for the City of Carmel Discretionary Grant.

Thank you for your time and consideration.

Have a wonderful day,

Kelly Schmidt
Carmel Youth Center
Executive Director
831-620-9196

4 attachments

CYC Carmel Council Discretionary Grant Application .docx
26K

CYC 2026 Budget Summary & Detail.pdf
394K

CYC 2024 vs 2025 Financial Results.pdf
742K

2024 Carmel Youth Center, Inc - Tax Return (3).pdf
494K

CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Jayme Fields, Finance Manager

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: Resolution 2026-030 authorizing the City Administrator, or designee, to enter into a renewal agreement for 9-1-1 Emergency Communication Services and Governance with the County of Monterey and other local agencies.

RECOMMENDATION:

Adopt Resolution 2026-030 authorizing the City Administrator, or designee, to enter into a renewal agreement for 9-1-1 Emergency Communication Services and Governance with the County of Monterey and other local agencies.

BACKGROUND / SUMMARY:

Summary

This action will allow the City to enter into an Inter-Agency Agreement with Monterey County and local and state entities. The agreement will allow the City to continue to participate with other agencies in Monterey County for emergency communications. This cooperative approach is aligned with the City Council's desire to ensure public safety, prepare for emergencies and community resiliency, and ensure partnerships to provide core services to the public.

- The City Council is being asked to authorize a renewal agreement with the County and 17 other public agencies to continue regional 9-1-1 emergency communication and dispatch services.
- Projected costs for the City in Fiscal Year 2027 are approximately $80,000,

which have already been included in the proposed operating budget.
- The agreement ensures the City's continued participation in the countywide Next Generation Radio System (NGEN).
- Updates to the agreement include streamlined governance through revised Executive and Operations Boards, updated cost-sharing billing language, and improved complaint handling procedures.
- The renewed contract will span three years plus the remainder of the current fiscal year, featuring automatic successive two-year renewals to maintain service continuity.

Discussion

History of the Next Generation Radio System (NGEN) in Monterey County

In 2009, after four years of an iterative stakeholder process, the NGEN financing agreement (which included NGEN, Emergency Communications, and financing) was executed between Monterey County and the participating NGEN agencies (almost all public safety agencies in Monterey County). The system was implemented to ensure compliance with federal mandates, improve interoperability and system coverage, ensure the aged system would function, and incorporate a regional emergency radio system for public safety and other local government users.

The original Next Generation Radio System (NGEN) was governed by the Emergency Communications Users Advisory Council (ECUAC) and included:

- Regional 911 and emergency dispatch services – now referred to as Monterey County Emergency Communications
- The System or physical “backbone” (towers, transmitters, power, technology, etc.) – now referred to as NGEN System
- Financing by the County of Monterey and payment by the user agencies

NGEN was envisioned to provide the necessary interoperability and capacity to meet the day-to-day and emergency/major-event needs of our regional public safety and local government users by replacing an aging system that suffered from significant interference and coverage problems.

Governance of NGEN and Carmel-by-the-Sea’s Representation

Over time, the agreements and governance have evolved. In 2016, the NGEN Operations and Maintenance (O&M) Service Level Agreement (SLA) was approved by the ECUAC Executive Board. In 2020, a new 9-1-1 Emergency Communications Services and Governance Agreement was executed, revoking existing governance structures that were in conflict, including the 2016 NGEN O&M SLA. Part of the evolution included the formal separation, governance and management of:

- Monterey County Emergency Communications
    - Managed by Monterey County Emergency Communications Department (ECD)
    - Governed by the 9-1-1 Emergency Communications Services and Governance Agreement (this agreement was signed by the City of Monterey on 06-22-2020, as approved by the Monterey City Council on June 2, 2020, with Resolution 20-070).
    - Oversight through an Executive Board and Operations Board

- NGEN System
    - Managed by Monterey County Information Technology Department
    - Governed by the Agreement for NGEN Services and Governance
    - Oversight through an Executive Board and Operations Board

The proposed action is a contract renewal of the 9-1-1 Emergency Communications Services and Governance Agreement, with fiscal implications. All associated costs have been incorporated into the proposed FY 27 budget, with no anticipated increases. The renewed agreement includes several updates to the governance structure, such as a provision formally allowing the appointment of alternates, a clarification that decisions shall be made by a majority vote of a quorum, and a requirement that the governing body meet no fewer than four times per year. On February 18, 2026, the ECD Executive Board approved the 2026 Agreement for 9-1-1 Emergency Communications Services and Governance.

The Executive Board is composed of seven voting members, including: four City Administrators (one representing Salinas, one representing South County Cities, one representing Northern Peninsula Cities, and one representing Southern Peninsula Cities); a Fire District representative; the Monterey County Sheriff; and the County Administrative Officer. The City of Carmel-by-the-Sea is currently represented on the Executive Board by the City Administrator of Del Rey Oaks (Southern Peninsula Cities representative).

Additionally, the composition of the Operations Board has been revised, reducing membership from ten to eight to reflect a more streamlined oversight structure.

<u>Additional Elements of the New NGEN Agreement</u>

The renewal also provides clarification on the relationship between the Emergency Communications Department (ECD) and the Next Generation Radio System (NGEN), as well as a more clearly defined scope of services for ECD to ensure alignment with current operational practices. The cost-sharing plan has been modernized to update

and clarify billing language in a manner consistent with contemporary standards. Further amendments address complaint handling and reporting procedures to improve consistency and accountability. Finally, a number of grammatical and stylistic revisions have been incorporated throughout the document, including standardization of terminology, corrections to punctuation and grammar, removal of redundant or conflicting language, and alignment with County legal and policy style guidelines. These updates collectively modernize the agreement and improve clarity without altering the contract's fundamental purpose or financial obligations.

The duration of the Agreement for 9-1-1 Emergency Communications Services and Governance will be three years, plus the remainder of the fiscal year in which the agreement is executed, and shall automatically renew for successive two-year periods.

The Monterey County Emergency Communications Department provided **Attachment 2** containing a detailed analysis of the changes to the agreement. Staff recommends City Council adopt the attached Resolution (**Attachment 1**) authorizing the City Administrator to execute the Agreement for 9-1-1 Emergency Communications Services and Governance (**Attachment 3**).

FISCAL IMPACT:

The fiscal implications associated with this agreement are proposed during the budget preparation for each fiscal year. The projected costs of $80,000 for FY 26-27 have already been incorporated into the proposed FY 26-27 operating budget with no anticipated increases to the City. However, approval of this Memorandum of Understanding (MOU) binds the City to the financial obligations set forth in the agreement pursuant to the cost allocation formula included therein. Accordingly, the annual costs for this service will be incorporated into the operating budget of each applicable department on a fiscal year basis for the duration of the agreement.

PRIOR CITY COUNCIL ACTION:

ATTACHMENTS:

1. Resolution 2026-030
2. Summary of Changes to the Agreement for 9-1-1 Communication Services
3. 9-1-1 Services Agreement for Signature

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

RESOLUTION NO. 2026-030

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA AUTHORIZING RENEWED AGREEMENT FOR 9-1-1 EMERGENCY COMMUNICATION SERVICES AND GOVERNANCE WITH MULTIPLE PUBLIC AGENCIES IN MONTEREY COUNTY

WHEREAS, the City of Carmel-by-the-Sea previously entered into a multi-agency agreement to participate in the procurement of a new public safety and local government radio system that conformed to the narrow banding mandates issued by the FCC and improved radio communication capabilities within and between jurisdictions;

WHEREAS, the parties to this agreement desire to maintain equipment and personnel for response to fire, law enforcement, emergency medical services and the management of other emergency incidents occurring within areas under their respective jurisdictions by participating in a county-wide Next Generation Radio System; and

WHEREAS, the renewed agreement provides details regarding revisions to the composition of the Operations Board, clarifications to the relationship between Emergency Communications Department and Next Generation Radio System, more defined scope of services, amendments addressing complaint handling and reporting procedures, standardization of terminology, and alignment with County legal and policy style guidelines; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA that the above recitals are true and correct and are hereby incorporated and adopted as findings of the City Council as if fully set forth herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:

Authorize the City Administrator, or designee, to enter into a renewed multi-agency agreement for 9-1-1 Emergency Communication Services with the City of Del Rey Oaks, City of Gonzales, City of Greenfield, City of King, City of Marina, City of Monterey, City of Pacific Grove, City of Salinas, City of Sand City, City of Seaside, City of Soledad, California State University Monterey Bay, Mid Coast Fire Brigade, Monterey Peninsula Airport District, Monterey County Regional Fire District, and North County Fire Protection District.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 1st day of June 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

_____
Dale Byrne, Mayor

_____
Nova Romero, MMC, City Clerk

2026 9-1-1 Services Agreement Review/ Recommendation for Signature

Action Item – ECD Executive Board 25-007

Date: 12/11/2025

Presented by: ECD Staff

Request:

1: Approve the 2026 Agreement for 9-1-1 Emergency Communications Services and Governance (9-1-1 Services Agreement) for release to Parties for signature;

2: Recommend to all Parties that they sign the 2026 9-1-1 Services Agreement as presented; and

3: Direct the Emergency Communications Department to distribute the 2026 9-1-1 Services Agreement to all Parties for signature with a target effective date of July 1, 2026.

Summary/Discussion

At the August Executive Board ECD notified the Executive Board that a new 9-1-1 Services Agreement was in progress and the draft would be distributed to the Executive Board for them to review and pass along to the Parties they represent for review. This draft was distributed on October 15, 2025 with tracked changes showing updates from the current 9-1-1 Services Agreement. Feedback was due November 25 and changes were incorporated into the current draft. Below is a high-level summary of changes from the current active agreement from 2020.

Before release for signature, County will finalize spacing/formatting after agreement is accepted in final form.

SUMMARY OF CHANGES DISTRIBUTED IN OCTOBER 15, 2025 DRAFT

1. Governance Structure Updates

A. Executive Board Composition and Voting

2020 Agreement

- No alternates permitted for Executive Board voting members.
- All recommendations required **unanimous vote of the quorum**.
- Quorum required representation of **greater than 50 percent of dispatch funding**.
- Must meet once per quarter.

2025 Revision

- Must meet at least four times per year.
- **Alternates formally added** for Executive Board voting seats, designated through an agendized notice.

- **Approval of routine actions** now requires a **majority vote of the quorum**, not unanimity.
- Unanimous vote still required for:
    - Amendments to the Agreement
    - Amendments to bylaws
    - Adding or removing Participating Parties
- Quorum requirements clarified:
    - Must include at least four members representing at least 50 percent of dispatch funding.

2. Operations Board Clarifications

A. Membership Adjustments

2020 Agreement

- Ten members, including three law, three fire, Sheriff, Salinas Police, Salinas Fire, and ECD Director.

2025 Revision

- Reduced to **eight members**, representing:
    - Two law
    - Two fire
    - Sheriff
    - Salinas Police Chief
    - Salinas Fire Chief
    - ECD Director
- Formalized quorum definition: 5 members, with representation requirements.
- Salinas must be present.
- Must meet at least once per year.

3. Clarified Relationship Between ECD and NGEN

2020 Agreement

- NGEN referenced only as “other governing agreements.”

2025 Revision

- Explicitly aligns the 9-1-1 Services Agreement with the **NGEN Services and Governance Agreement**, clarifying that:
    - ITD manages radio infrastructure under the NGEN agreement.

    - ECD manages call taking and dispatch operations.
- Removes ambiguity on who provides radio support.

4. Clearer Definition of ECD's Scope of Services

A. Ambulance Dispatch Clarification

2020 Agreement

- EMS Agency referenced but ambulance dispatch responsibilities were not clearly separated.

2025 Revision

- Explicit statement that **ECD does not dispatch ambulances**, except where local arrangements exist.
- Defines ECD's role as **initial call-taking and transfer** to the EMS provider.

5. Cost-Sharing Plan Modernization

A. Standard Cost Sharing

2020 Agreement

- Cost formula based on actual costs minus revenue offsets, weighted 3-factor formula, Prop 172 offset, etc.

2025 Revision

- Clarifies billing language:
    - Explicit recognition of **admin fees** tied to non-dispatch services (NGEN, ENS).
    - Clarifies that **Inform Mobile Licensing** is billed under this agreement.
    - Introduces 2026 policy change:
        - Fire-only agencies that transition later lose the 10 percent multiplier privilege.
        - New agencies joining must be "fire only" service for the Party to qualify for 10% multiplier subsidy.

6. Emergency Notification System Billing

2020 Agreement

- ENS billing referenced as a possible charge.

2025 Revision

- Billing authority remains, but will move to new Alert & Warning MOU administered by DEM and be removed from 9-1-1 Services Agreement as soon as MOU is complete.

7. Complaint Handling and Reporting Changes

2020 Agreement

- Required Director to routinely report summary of complaints to EC Boards.

2025 Revision

- Updates process:
    - Complaints handled as a core operational responsibility.
    - Reporting to EC Boards occurs only **upon request**.
    - Users directly involved in complaints receive updates automatically.

8. Alignment with Current ECD Operations and Technology

The 2025 revision adds significant clean-up:

- Updated definitions for:
    - EMS Provider
    - MDCS responsibilities
    - ITD's role in cybersecurity and infrastructure
    - Vendor agreements and third-party support
- Removes outdated language tied to pre-2020 systems.

9. Grammatical/Style Adjustments

- Standardization of Terminology
- Removal of Redundant or Conflicting Language
- Punctuation and Grammar Corrections
- Clarification of Definitions and Cross-References
- Alignment with County Legal and Policy Style

_____**Executive Board Action** _____

Modification to requested action: Yes ___ No ___

Vote Date __/__/__

Motion by _____ 2nd _____ Approved:

/s/ Chair _____

Yeas: __ Nays:

AGREEMENT
FOR 9-1-1 EMERGENCY COMMUNICATIONS SERVICES AND GOVERNANCE

This agreement is made and entered into as of the date of last signature, by and between the County of Monterey, a political subdivision of the State of California ("County"), and the Cities, Fire Districts and other organizations listed below (County and these entities may be referred to collectively as the "Parties"):

	Fire	Police
City of Carmel-by-the-Sea	X	
City of Del Rey Oaks		X
City of Gonzales	X	X
City of Greenfield	X	X
City of King	X	X
City of Marina	X	X
City of Monterey	X	X
City of Pacific Grove	X	X
City of Salinas	X	X
City of Sand City		X
City of Seaside	X	X
City of Soledad	X	X
Monterey County Regional Fire Protection District	X	
North County Fire Protection District of Monterey County	X	
Big Sur Volunteer Fire Brigade	X	
Mid Coast Fire Brigade	X	
Miscellaneous Agencies		
California State University, Monterey Bay		X
Monterey Peninsula Airport District	X	X
Correctional Training/ Salinas Valley State Prison	X	

RECITALS

WHEREAS, the Parties desire to participate in a countywide public safety communications and emergency 9-1-1 dispatch system (System) consisting of all necessary 9-1-1 call taking, logging, dispatching, communications and other related services and technology for law enforcement, fire, emergency medical and other services;

WHEREAS, the Parties desire to collaborate as partners to better serve the public with the understanding that a formal structure will enable the County to work with representatives of the Parties and users of the System to achieve clear policy direction and consistent coordination regarding emergency dispatch services;

WHEREAS, the County, through its Department of Emergency Communications and under the governance of the Board of Supervisors, is willing and able to furnish such services through a mutually agreeable cost sharing plan;

WHEREAS, the Parties agree to utilize mutually owned and/or licensed equipment and resources including, but not limited to: facilities for housing staff or equipment, telephone system(s), a computer aided dispatch system and other shared infrastructure that exists today and may be installed in the future;

WHEREAS, the County of Monterey and participating jurisdictions have entered into a separate Services and Governance Agreement to support the Next Generation Radio System (NGEN), which provides for the shared operation, maintenance, and management of critical public safety radio infrastructure in alignment with, but independent from, this 9-1-1 Services Agreement;

WHEREAS, the Parties desire to work in partnership to provide input, direction and advisory decision-making on items such as operations, budget, strategy, and vision as they pertain to the County's provision of emergency call taking, non-emergency call taking, fire, law enforcement and medical dispatching and associated emergency communications services; and

WHEREAS, the County has previously provided these services pursuant to a written agreement.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. DEFINITIONS

A Assets: Real estate, structures, equipment, and intellectual property dedicated to, used by, or generated for use in the 9-1-1 communications system and associated emergency services. "County Assets" include property purchased or otherwise acquired by the County, without financial contributions from other member Agencies. "System Assets" include property purchased or otherwise acquired by the Parties in common. Those Parties that did not contribute to the purchase, acquisition, or generation of an asset do not hold ownership rights in that asset.

B County: The County has several roles as administrator of the System, provider of services, and as a recipient of services. A "County Service Department" refers to a department of the County that directly bills Emergency Communications for services.

C County Board of Supervisors: The Board of Supervisors for the County of Monterey, pursuant to Government Code section 25000, is the governing body for the County of Monterey. It has final authority regarding all aspects

of the 9-1-1 system, including budget, for delivery of emergency communications services.

D County-wide Cost Allocation Plan: The County-wide Cost Allocation Plan is the mechanism used by the County to bill overhead charges to County departments.

E Director: The Director of the County of Monterey Emergency Communications Department, a County employee, as further described herein.

F Emergency Communications Department (ECD): The County department responsible for providing emergency and non-emergency public safety communications services to participating jurisdictions under this Agreement. ECD's responsibilities include 9-1-1 call-taking, non-emergency call handling and dispatch operations for law enforcement and fire services. ECD also provides initial call triage for medical emergencies before transferring to the designated EMS provider.

G Emergency Medical Service (EMS) Agency: the Local Emergency Medical Services Agency (LEMSA) designated by the County pursuant to the California Emergency Medical Services System and the Prehospital Emergency Medical Care Personnel Act. The EMS Agency is responsible for medical control, regulatory oversight, system design and provider authorization for emergency medical services within the County.

H EMS Provider: the contract ambulance service provider authorized by the EMS Agency and selected by a Participating Jurisdiction to deliver emergency and/or non-emergency medical transportation services. The EMS Provider is responsible for field response and coordination in accordance with EMS Agency protocols and the terms of its service agreement.

I Executive Board: The Executive Board is comprised of certain executives of the Parties and represents the Parties as specified in this agreement.

J Fiscal Year: A "Fiscal Year" is defined as July 1 of each year to June 30 of the following year.

K Emergency Communications Boards (EC Boards): The Emergency Communications Boards are the Executive Board and the Operations Board whose responsibilities are specified in this agreement.

L Information Technology Department (ITD): The County department responsible for providing and maintaining countywide information technology infrastructure and services, including network connectivity, cybersecurity, County-wide enterprise systems, and County-managed computer hardware

used by the Emergency Communications Department (ECD). ITD also operates and maintains the Next Generation Radio System (NGEN) pursuant to the separate Agreement for NGEN Services and Governance.

M Operations Board: The Operations Board is comprised of certain representatives of the law enforcement and fire protection agencies that are Users, as defined below, directly receiving services as specified in this agreement.

N Parties: The County and the Cities, Fire Districts, and other organizations that are signatory to this agreement.

O User: Any entity directly receiving emergency communications services from the County through ECD, including County Departments, such as but not limited to, the County of Monterey Sheriff and the EMS provider utilized by the County of Monterey, and including the public safety departments and sub-entities of the Parties to this agreement. The Parties understand and agree that each Party may have one or more Users of ECD services pursuant to this agreement.

P Miscellaneous Agencies: Non-Voting Agencies that do not have all three billable factors of "population, assessed property value, workload" necessary to be charged with the Standard Cost Sharing model such as Municipal, State and Federal entities that contract for services with the County of Monterey for Emergency Communications, e.g. State College and Correctional Facilities.

2. DIRECTOR OF EMERGENCY COMMUNICATIONS

A The Director is a County of Monterey department head position.

B The duties of the Director are to plan, organize, coordinate, administer, and direct all activities of the Emergency Communications Department.

C The Director shall be selected by the County Administrative Officer (CAO).

1. In the selection of the Director, the CAO shall seek concurrence from the Executive Board, but the CAO shall retain authority to select, hire, evaluate, discipline and release the Director.
2. In reviewing the performance of the Director, the CAO shall consult with the Executive Board and shall receive a written statement from the Executive Board regarding the Director's performance in meeting the standard herein, which will become part of the overall review. Still, all personnel evaluation decisions regarding the Director shall be the sole purview of the CAO.

D The Director will consult with the EC Boards in matters related to ECD operational priorities, financial and budgetary requirements, policies and problem-solving. ECD operational decisions shall be the sole purview of the

County, acting through the Director.

E The Director, at the request of the Executive Board, will seek accreditation from an appropriate accreditation group.

3. EMERGENCY COMMUNICATIONS BOARDS (EC Boards)

A The Parties agree to the formation of the EC Boards to consult and advise on the emergency communications and dispatch services provided by the ECD. Responsibilities of the EC Boards are defined herein. For those items where the EC Boards do not have direct responsibility, such as, but not limited to, labor relations, the County shall coordinate and collaborate in good faith with the Parties through the EC Boards. The governance structure established by any other agreement affecting the delivery of 9-1-1 emergency communications is revoked to the extent that it conflicts with the governance structure established by this agreement.

B The EC Boards shall work in conjunction with the Director in developing a strategic plan for the delivery of emergency communications services.

4. EXECUTIVE BOARD

A Voting members: Comprised of four City Managers---one city manager representing Salinas, one city manager representing the South County Cities of Gonzales, Greenfield, Soledad, and King City, one city manager representing the North Peninsula Cities of Marina, Seaside, and Sand City, and one city manager representing the South Peninsula Cities of Carmel-by-the Sea, Monterey, Del Rey Oaks, and Pacific Grove; plus one representative of the Fire Districts, one representative of the County of Monterey Sheriff, and the CAO, for a total of seven (7) voting Executive Board members. Each of these positions shall also have an Alternate who may act as a full Board Member in the absence of the Board Member. The Alternate must be set in advance through an agendized notification to the ECD Executive Board. The three City Managers representing the South County Cities, North Peninsula Cities, and the South Peninsula Cities will be selected by members of the Monterey Bay Area Manager's Group. The Fire District Representative will be selected by the Monterey County Fire District's and Volunteer Fire Company Association. The Alternates will be selected by the same groups with the City of Salinas and the County of Monterey Sheriff selecting their own Alternates.

B Each Voting Member will have one equally weighted vote. Voting Members must be Present for their vote to count. To be considered Present a Voting Member must attend in person or through Ralph M. Brown Act, Government Code section 54950-54963 (Brown Act) compliant remote attendance for their vote to count. The weight of each vote shall be dependent upon how many voting members are present with the total weight always equaling 100% and a quorum

must be present for voting to occur.

C A quorum for conducting business shall consist of at least four Executive Board members representing at least 50% of the total dispatch center funding as defined by the current cost-sharing formulas.

D Approval of actions by the Executive Board shall require a majority vote of the Executive Board members present at a meeting where quorum is established.

E All operational and financial decisions within the scope of the approved budget shall remain under the exclusive authority of the Director of the ECD.

F A unanimous vote of the quorum shall be required to: Amend this Agreement, create or amend the bylaws, or admit or remove a Participating Party.

1. All recommendations and other actions taken by the Executive Board pursuant to this agreement require a vote of a quorum at a duly noticed and conducted meeting, that includes the following non- voting advisors:

   1 County of Monterey ECD Director or their designee

2. The following non-voting advisors of the Executive Board are NOT required to be present at a meeting for a vote on any recommendation or action are:

   1 County of Monterey EMS Bureau Chief
   2 Chief Information Officer for the County of Monterey
   3 Operations Board Chairperson or Vice Chair

3. The presence or absence of an advisor at a meeting of the Executive Board shall not count towards establishing a quorum.

G The Executive Board shall meet at least four times per Fiscal Year and shall give reasonable notice of all meetings to all Users and all Parties. Meetings of the Executive Board shall be conducted in compliance with the requirements of the Brown Act.

H Executive Board meeting agendas will be physically posted and electronically posted on the ECD web site in accordance with Brown Act requirements.

I The Executive Board shall elect a chair and such other officers as it sees fit. The Executive Board may establish procedures for its business and operations, create committees composed of the Party representatives or other persons, and perform such other acts that do not violate the terms of this agreement, the bylaws adopted by the Executive Board or applicable law.

J Tenure: In the event of removal, resignation, or death of a voting member of the Executive Board, the entity responsible for appointment of that member shall promptly appoint a successor to fill the position.

K Executive Board Duties

1. The Parties understand and agree that the Executive Board has the responsibility, under this agreement, to make recommendations that affect the costs, nature and scope of the emergency communications services provided to their organizations; recommendations regarding the costs, nature, and scope of the emergency communications services provided to the Parties under this agreement shall be made at Executive Board meetings at which a quorum of voting members is present; all recommendations made by the Executive Board shall be enacted by a vote of the quorum following voting rules set forth in this agreement.
2. From time to time, ECD's budget may be augmented pursuant to this Agreement to provide special funding as needed for reasons such as, but not limited to, purchase of special or upgraded equipment, replacement of failed equipment, purchase of emergency communications system software and hardware; the Executive Board shall recommend equitable apportionment of such special costs among the Parties, as otherwise provided in this agreement.
3. The Executive Board may recommend that the County, acting through the Board of Supervisors, enter into binding service agreements on behalf of all Parties or it may recommend that a service be referred to the affected Users' governing bodies for approval before a service is implemented.
4. The Executive Board may make recommendations to the County, through ECD, regarding emergency communications services program and budget-related issues. Executive Board members shall be responsible for providing information on emergency communications services program and budget issues to the Users that they represent. Users shall present such information to their governing bodies, as they deem appropriate.
5. The Executive Board shall have the responsibility to propose to the Parties fiscal policies that affect the Parties and Users.
6. The Executive Board shall meet at least four times per fiscal year, provided a quorum can be present, to receive reports from the Director or designee on all policy matters pertaining to budget, personnel, equipment, operations, or fiscal issues which could affect costs to Users. The Executive Board may review items presented by

the County, items initiated by members of the Executive Board and items initiated by Parties and Users.

7. Notwithstanding the duties of the Executive Board to recommend policies regarding emergency communications services, where services provided or administered by ECD are not used by all the Parties, the representatives of those Parties using the respective services shall have primary responsibility for recommending policies with respect to those services; these policies shall not conflict with the County's policies or other ECD departmental policies. Any costs of special services shall be the responsibility of the using Party(s). The County will determine policy on unique services used by specified Parties, taking into account their recommendations, made pursuant to this provision.
8. The Executive Board may appoint Standing and Ad Hoc Committee(s) as necessary to advise it on technical matters or to consider special issues.
9. The Executive Board shall provide policy recommendations and input to the ECD Director. Operational decisions on the delivery of 9-1-1 services shall be the sole purview of the County, acting through the Director as provided in ***Section 2, subsection D*** of this Agreement.
10. The Executive Board may request financial or performance audit(s) of the ECD, including that the auditor be independent from the County. The costs of an independent financial audit shall be borne, proportionally, by the Parties as specified in this agreement. Upon the Executive Board's request for an audit, the Emergency Communications Department will cooperate in such audits.
11. Bylaws. The Executive Board may adopt bylaws consistent with this agreement, which may be amended from time to time. These by-laws shall serve as the guiding governance document for the Executive Board in performing its duties under this agreement. In the event of a conflict between the Executive Board's Bylaws and this agreement, this agreement shall prevail.
    1 The Executive Board shall provide 30-day advance notice to the Parties of any scheduled Executive Board meeting at which it will consider a proposal to amend the by-laws.
    2 Amendments to the bylaws must be approved by a vote of the Executive Board per the voting requirements in ***Section 4*** of this Agreement.

5. OPERATIONS BOARD

A Membership of the Operations Board consists of executives, or their designees, from two law enforcement agencies, two fire protection agencies, and the County of Monterey Sheriff, City of Salinas Police Chief, City of Salinas Fire Chief, and the Director of the County's ECD, for a total of eight members.

B Representatives of the law enforcement agencies and the fire protection agencies will be selected by their respective Chiefs associations.

C The Parties agree that attendance and full participation by all Operations Board members are crucial. A quorum shall be defined as five voting members. It must include at least one representative from the City of Salinas and at least one law and one fire representative from any agency (the City of Salinas representative may count). Designees shall count towards quorum and must verbally identify themselves during roll-call. A quorum shall be established for each meeting of the Operations Board. After three unexcused absences by any one member of the Operations Board, the entity or entities represented by that member shall appoint a different individual to serve as a member of the Operations Board.

D Each member has one vote; there shall be no weighted voting.

E The affirmative vote by a majority of a quorum of the voting members present at an Operations Board meeting is required for the Operations Board to take action.

F Key responsibilities of the Operations Board include:

1. Creating and tasking internal User Groups to resolve issues, develop protocols; investigate technologies, and address other operational issues associated with emergency communications and dispatch services. These User Groups may include:
   1 Dedicated Fire Dispatch (DFD) subcommittee of the Monterey County Fire Chiefs Association
   2 The Monterey County Law Enforcement Agency Association (MCLEAA) subcommittee of the Monterey County Chief Law Enforcement Officers Association.
   3 Other User Groups as needed.
2. Providing recommendations to the Executive Board on operational policies, goals, and operational enhancements, including those that have budgetary implications.

G Meets at least once annually and as needed to provide input and make recommendations on operational issues that impact multiple Parties. Duties

1. The Operations Board may provide operational policy recommendations.

2. The Operations Board shall have responsibility to provide recommendations regarding matters pertaining to operating policies that affect multiple Parties.
3. The Operations Board may receive reports from the Director or designee on major operational issues that impact multiple Parties.
4. The Operations Board may review items presented by the County, initiated by members of the Operations Board, and initiated by Users and Parties.
5. Where services are provided or administered by ECD, and are not used by all the Parties, the representatives of those Parties using the respective services shall have primary responsibility for recommending operational policies with respect to those services; these policies shall not conflict with County-wide policies or with ECD departmental policies. Any costs of special services shall be the responsibility of the using Party(s). County will determine policy on unique services used by specified Parties, taking into account their recommendations, made pursuant to this provision.
6. The Operations Board may appoint Standing and Ad Hoc Committee(s) as necessary to advise it on technical matters or to consider special issues.
7. In advance of addition of new technology or services that increase costs to User Agencies, the Operations Board shall identify and recommend cost sharing and funding mechanisms. This shall include technology and services that are funded by grants but that may have future additional costs such as for maintenance.
8. The Operations Board will recommend to the Executive Board, as it sees fit, programmatic performance audits and reviews of the Emergency Communications Department.
9. Bylaws. The Operations Board may adopt bylaws consistent with this agreement, which may be amended from time to time. These by-laws shall be the guiding governance document for the Operations Board in performing its duties under this agreement. In the event of a conflict between the By-Laws and this agreement, this agreement shall prevail.
    1 The Operations Board shall provide 30-days advance notice to the Parties of any scheduled Operations Board meeting at which it will consider a proposal to amend the by-laws.
    2 Amendments to Operations Board bylaws must be approved by all members of the Operations Board.

6. COUNTY OBLIGATIONS

A The County shall provide 9-1-1 call-taking and dispatch services through ECD, excluding radio infrastructure support and maintenance. The County, through the IT Department, provides radio services through the Agreement for NGEN Services and Governance.

B The County shall provide all answering services for calls made to Users' non-emergency telephone number (one number per User).

C The County shall dispatch User law enforcement, fire, and in jurisdictions where specific local arrangements apply emergency medical field units and shall provide associated services, including status reporting and activity reports.

D The County, through its Emergency Medical Services (EMS) Agency, contracts separately for ambulance dispatch and transport under the Ambulance Services Agreement. The Emergency Communications Department (ECD) does not dispatch ambulance units under this 9-1-1 Services Agreement, except in jurisdictions where specific local arrangements apply. ECD's role is limited to initial call-taking, defined as the receipt and processing of telephone calls, including the entry of basic location and incident information into the computer-aided dispatch (CAD) system, followed by the transfer of the call to the designated ambulance dispatch provider. Responsibility for ambulance unit deployment and oversight remains solely with the EMS Agency and the contracted provider under the Ambulance Services Agreement.

E The County shall, upon agreement with the individual Parties, provide responses to urgent or emergency data inquiries made by Users' field units.

F At the request of a User agency, the County may provide additional public safety call-taking or dispatch-related services beyond the scope of this Agreement. Such services shall be considered upon recommendation by the Operations and Executive Boards and are subject to final approval by the Director of Emergency Communications. All costs for additional services shall be the responsibility of the requesting agency and shall be memorialized in a separate written agreement.

G The County shall provide and maintain all necessary consoles, and telephone systems, located in its communications center(s).

H The County shall operate and maintain the telecommunications systems and associated infrastructure necessary to support the Emergency Communications Department's 9-1-1 call-taking and dispatch functions. Equipment and transmission systems that are exclusively used by an individual User agency—such as mobile, portable, base station, or remote radio and data terminals—shall be the sole responsibility of that User agency and

maintained at that agency's expense. This section does not apply to infrastructure or services governed under the Agreement for NGEN Services and Governance.

I County shall coordinate, administer, and maintain all systems defined by the EC Boards to benefit all Parties and Users, including development of standard operating procedures that may include training of Parties' and Users' staff to meet their responsibilities. All systems shall be maintained and operated consistent with applicable federal, state, and local laws, rules and regulations such as the State of California Department of Justice and Federal Communications Commission.

J The County, on behalf of all Parties, may pursue grant opportunities and other external funding sources as appropriate. Applications shall be made with authorization from the County Board of Supervisors. Any funds awarded shall be applied to proportionately offset the Parties' share of applicable project expenses.

K County shall provide technical expertise in emergency communications and dispatch services and as well as associated administrative services such as, but not limited to, human resources, budgeting, auditor, treasurer, and technical support.

L The County shall notify the Executive Board of finalized decisions that may materially affect the cost or delivery of emergency communications services under this Agreement, including implemented salary or benefit adjustments, layoffs, or scheduling impacts such as winter recess. The County shall not disclose pending labor negotiations or confidential matters related to collective bargaining. However, the County will consider feedback from the EC Boards on the operational impacts of such decisions once formally adopted.

M With the approval of the County Board of Supervisors, County shall be the signatory on agreements with third-party vendors for services such as, but not limited to, support of systems required under this agreement.

N The County shall provide appropriate management, supervision, and administrative support for all emergency communications and dispatch services delivered through this Agreement. The EC Boards may make recommendations regarding service enhancements or alternative approaches to support operational efficiency. The County shall consider such recommendations in good faith, consistent with applicable laws, fiscal constraints, and operational requirements.

O The County shall bill to Users all costs associated with providing 9-1-1 emergency call taking, non-emergency call-taking, law enforcement dispatch, fire dispatch, emergency medical dispatch, and other emergency

communications or associated services in accordance with ***Section 13*** of this agreement.

P The County will support, participate in, and cooperate with financial and programmatic audits and reviews of the Emergency Communications Department as recommended by the Executive and Operations Boards.

Q For direct and indirect costs that County will bill to Users as part of this agreement, County shall provide invoices or other available supporting documents in a timely manner and in accordance with ***Section 13*** of this agreement.

R County-requested projects requiring contribution from the Parties shall be submitted by the County, through the Director, to the Executive Board, in advance of incurring costs. The Executive Board shall make recommendations to the County on the projects and costs.

7. RESPONSIBILITIES OF THE USERS AND PARTIES

A Each Party, through its representative on the EC Boards, shall support the effective management and operation of the emergency communications system by providing technical and operational input to inform system design, functionality, and usage. Such input will help ensure the system meets both individual and collective public safety needs, while operational authority remains with the County.

B Each Party shall be responsible for communicating with its constituents and governing bodies about the emergency communications systems.

C Each Party shall, at its own cost, be responsible for the procurement, maintenance, and replacement of its assets that are not System Assets Such assets must be (1) compatible with the systems used by County of Monterey Emergency Communications Department, (2) serve an individual User, and (3) used by that User's personnel at that Party's expense. Each Party shall pay all costs associated with those assets.

D Each Party utilizing Mobile Data Communications System (MDCS) services shall, at its own expense, be responsible for the procurement, maintenance, and use of equipment that is compatible with the County's technology infrastructure in effect at that time and coordinate directly with the County's Information Technology Department (ITD), and any associated costs shall be borne by the Party. These services and expenses are separate from the emergency communications services and budget administered by ECD.

E The Executive Board, with input from the Operations Board, may recommend to the County cost-sharing formulas on behalf of all Users for additional future emergency communications services provided by the County under

this Agreement. This excludes services governed by separate agreements.

F All Parties shall provide information requested by the County or the EC Boards such as device inventory, in a timely manner.

G Each Party shall comply with future requirements as recommended by the EC Boards. This may include but is not limited to required operational agreements, training, or upgrades of systems to comply with state or federal requirements.

H Where applicable and feasible, and at the request of the Executive Board, all Parties shall cooperate in supporting the acquisition of external funding such as grants or earmarks. Parties are not obligated to seek or administer grants independently but may assist when opportunities align with mutual goals or operational needs. If any portion of the emergency communications system is funded through grants, contracts, or earmarks secured by any Party, all Parties shall comply with applicable provisions of such agreements to the extent required. Upon request, the Party awarded the funding shall provide a copy of the relevant documentation to any requesting Party at no cost.

8. TERM AND RENEWAL OF THE AGREEMENT

A The Effective Date of this agreement shall be the date that all Parties have signed the agreement, with the County signing last. Simultaneous to the effective date of the agreement, the County and the Parties agree that the following agreements are revoked and are no longer in effect:

1. All pre-existing 9-1-1 Services Agreements including by-laws, addressing emergency communications and dispatch services in the County of Monterey.

B The initial term of this agreement shall be for three years plus the remainder of the fiscal year that the agreement is executed, unless terminated sooner by mutual consent of all Parties.

1. Any Party seeking to withdraw may do so starting with the end of year three of the agreement and only after providing a two-year advance notice to the Executive Board and to all other Parties as specified in ***Section 8, subsection G*** below.

C Upon completion of the initial three-year term, this agreement shall automatically be renewed for successive periods of two years.

D Any Party seeking to withdraw may do so only after providing a two-year (24 months) advance written notice to (1) the Executive Board and (ii) to all other Parties. Notices of intention to withdraw shall be mailed or delivered to (i) each member of the Executive Board and (ii) to each Party at the address identified on the signature pages of this agreement.

E If a Party withdraws pursuant to this Section, the agreement will remain valid for

those Parties that have elected to remain party to this agreement and any costs that are shared among the Parties shall be reallocated to reflect proportionate share for the Parties continuing to participate. All costs for the remainder of the fiscal year that a party withdraws in is the responsibility of the withdrawing party.

F In the event of withdrawal by a Party which is providing resources (such as licenses, site, or other resources) to the benefit of all Users, that resource shall be left intact and in service and that Party shall negotiate in good faith with the County and remaining Parties for continuing use of that resource.

G Voluntary Withdrawal.

1. A withdrawing Party shall provide the EC Boards with written notice of intent to withdraw 24 months before the effective date of withdrawal, a written timetable for withdrawal, and a description of the way the withdrawal will be conducted. The withdrawing Party's plan for withdrawal shall minimize disruption to other Parties and Users. The withdrawing Party shall provide any other appropriate information requested by the EC Boards or the Director, to allow the development of strategies to mitigate disruption to the remaining Users.
2. Such withdrawing Party shall continue to fund its portion of the Emergency Communications budget pursuant to this agreement for 24 months plus the remainder of the fiscal year in which the withdrawal occurs after issuance of its notice of withdrawal.
3. A withdrawing Party shall agree to a buy-out agreement to retire any financial obligations of the withdrawing Party. The Party will remain responsible for any services that will continue to be provided by the County.
4. Upon withdrawal, the withdrawing Party relinquishes all rights to System Assets.
5. A withdrawing Party that is a member of an EC Board shall notify the applicable appointing authority of its intention to withdraw at the same time that it notifies the other Parties of its withdrawal. If a withdrawing Party holds a seat on an EC Board representing other parties, that Party's seat shall be reassigned immediately upon receipt of the written notice to withdraw.
6. A Party that has withdrawn from its participation in this Agreement shall not be entitled to refund of any costs that it has incurred for the system through to the date of termination.

H Termination for Cause. The County, in consultation with the Executive Board, may terminate the participation of any Party for cause, including a Party's failure to fully fund or fully pay budgeted costs, as well as any other breach of

this agreement (default). Cause for termination includes compliance with any requirement imposed upon the Parties as specified in this agreement.

1. The Termination for Cause process shall include the following steps:
   1 Written notice by the Director of the Emergency Communications Department or designee to the Party, with a copy to Executive Board members. Such notice shall advise the Party of the reason for possible termination. The notice shall further advise that the Party may cure its default within 30 days of the notice and thereby avoid termination.
   2 If the defaulting Party begins to cure such default, the 30-day cure period will be extended by additional 30-day extensions, for as long as the defaulting Party continues to diligently prosecute such a cure to completion.
   3 If the defaulting Party does not cure the default within 30 days, termination of the defaulting Party shall be placed on the agenda for next Executive Board meeting. The Executive Board shall request in writing that the defaulting Party attend that meeting. The defaulting Party shall be asked to provide either (1) a plan for curing its default or (2) a plan for withdrawal, as detailed below.
   4 If the Executive Board finds the defaulting Party's plan for curing its default unacceptable, the Executive Board may determine by majority vote to recommend to the County that it terminate the defaulting Party's participation in this Agreement or to take other appropriate measures (e.g. lien).
   5 If the Executive Board decides to recommend termination of the defaulting Party from this Agreement, the Executive Board shall provide written notice to the defaulting Party that it recommends to the County that services provided under this agreement be terminated, effective 24 months following the date of delivery of the notice. A copy of the written notice of recommended termination delivered to a defaulting Party shall be provided to County. The County retains final authority and discretion to terminate a defaulting party and to determine the date that services provided under this agreement will be terminated.
   6 A Party terminated by the County for cause remains liable for its portion of emergency communications system costs up to the effective termination date, as well as applicable damages, collection costs, and interest.

7 The Executive Board may recommend to the County allocation of remaining System Assets among the Parties to the County or it may recommend to the County allowing the terminated Party to retain the value of its System Assets, with the stipulation that use of the system will not be made available to that Party, unless and until the Party agrees to cure all defaults/breaches as set out above.

2. The terminated Party forfeits all other rights.

3. Rights of Remaining Parties. Once the un-depreciated value of the system assets used by the defaulting Party is determined, the Executive Board may recommend to the County reallocating the system value and allocating system costs proportionally among the remaining parties. A Party that has been terminated by the County or that has withdrawn from participation shall not be entitled to refund of any costs that it has incurred for the system to the date of termination.

I Dissolution. This agreement may be voluntarily terminated by the agreement of all the Parties. As part of the termination of this agreement and dissolution of the system, the County, upon recommendation of the Executive Board, shall distribute System Assets in proportion to the contribution made by all Parties.

9. SERVICE QUALITY AND CONDITIONS

A The quality of system services to be provided to all Parties and Users shall, in the absence of explicitly adopted exceptions, be equal to or above established industry standards. The adopted standards and best practices shall be based upon those established by APCO, NFPA, NENA, POST, ISO, CalOES 9-1-1 Branch, and others identified by the EC Boards. In those areas where there are no industry standards, or where the established standard is not appropriate for the County of Monterey, the Director shall recommend standards and advise the EC Boards regarding budgetary, service level and other resources required to meet those standards. The EC Boards shall consider those recommendations and agree to appropriate System standards in good faith.

B Emergency Communications systems performance shall be measured in accordance with those standards developed as indicated above. The Director shall report at least annually to Parties and Users through the EC Boards regarding performance. The EC Boards may review the level of performance being achieved for each agency/User and for the whole operation in comparison to the standards and in comparison, to the levels of performance achieved in previous periods.

In reviewing system performance, the EC Boards shall consider staffing, technology, or other limitations impacting the ability to meet standards. The reporting interval may differ for different standards.

C The County, in consultation with the EC Boards, will evaluate the feasibility of accreditation by appropriate accrediting groups, (i.e., CALEA, APCO, etc.), taking into account the investment of County staffing levels and County resources required. Final decision regarding pursuit of accreditation will remain in the sole discretion of the County. The accreditations referred to by this provision of this Agreement do not refer to or include accreditation of the County's contract ambulance services provider.

D During the budget development process, the Director shall recommend, and the EC Boards shall evaluate, the nature and scope of services to be provided to Users. The Director shall consider requests from Users desiring increased levels of service; such requests may be recommended to the County through the Executive Board.

E Procedures related to dispatch operations will be developed by the Director, with input, as needed, from recognized advisory groups (e.g., Law Chiefs or Fire Chiefs.) Any dispute or conflict regarding a dispatch procedure will first be addressed by the Director to determine if a resolution can be reached. If no resolution can be agreed to by the affected parties, the EC Boards may be consulted, with the final determination of appropriate action to be made by the County, acting through the Director.

F The Director or their designee will promptly investigate all complaints received from any User or member of the public and will respond in a timely manner to the complaining party. The Director shall provide a summary of complaints and their resolution to the EC Boards or individual Users upon request. As Users contract with the County for 9-1-1 services, the handling of complaints is considered a core operational responsibility and will not be subject to routine reporting unless specifically requested. If a User is directly involved in a complaint, the Department will ensure that User is kept informed of any new or relevant information throughout the course of the investigation.

10. ADDITION OF NEW MEMBERS

A Any government organization that is not a party to this agreement on the effective date of this agreement may become a Party upon: (a) the recommendation of the Emergency Communications Department; (b) the recommendation of the Executive Board by majority vote; (c) payment of a pro rata share of all previously incurred costs that the County determines will benefit the requesting organization and are thereby appropriate to assess to the

organization; and (d) execution of a written agreement with the County subjecting the requesting organization to the terms and conditions of this agreement. The County may execute an amendment to this agreement to include a new Party.

B The Executive Board may recommend by majority vote, imposing one-time fees upon new Parties to offset costs incurred in previous fiscal years (buy-in fees). Buy-in fees include but are not limited to facility construction, major equipment purchases, and software. Buy-in fees will be incorporated into the budget for emergency communications services.

C Under special circumstances, such as but not limited to manmade or natural disaster, acts of God, and acts of civil unrest, temporary access to the emergency communications services may be provided to non-Parties. The Director may approve non-party access and notify the EC Boards. Non-Parties may be required by the County to reimburse the County or Parties and Users any costs resulting from temporary emergency access.

11. BUDGET DEVELOPMENT PROCESS

A Program and budget related decisions shall be developed by the County with input from the EC Boards, and ECD staff. The Executive Board will review staff recommendations and provide final recommendations to the County. The County Board of Supervisors shall have final authority over program and budget related decisions.

B The Executive Board shall review the Emergency Communications Department's annual budget request prior to County's budget hearings. The County shall provide all relevant information, including information about indirect costs, in a timely manner, allowing sufficient time for the Executive Board to evaluate and make requests for information.

C The Executive Board will advise regarding the Emergency Communications Department budget and service levels to be proposed to the Board of Supervisors and to the Parties' governing bodies, as applicable, in the form of recommended budgets and augmentation requests, in accordance with procedures established by the County. The Executive Board may provide recommendations to staff working with County service departments in reviewing charges and levels of service provided by the Emergency Communications Department. In the event that the Executive Board does not concur with the County's Recommended Budget, the Director and the Chair of the Executive Board shall present the Executive Board's recommendations regarding emergency communications budget and service levels directly to the County Board of Supervisors. Final

budget approval regarding budgets and funding of service levels are the responsibility of the County Board of Supervisors.

D The County of Monterey Emergency Communications Department will provide reports on future budgets, current year budget management and cost control, personnel (recruitment, hiring, retention), and special project status on an ongoing and annual basis as requested by the Executive Board.

E County Administrative Office staff will present ECD annual forecasts and recommended budgets for the County Board of Supervisors' consideration, including information on alternative funding/service levels and Countywide service department charges.

12. 9-1-1 RESERVE ACCOUNT

A The Emergency Communications Department shall regularly report accounting for the 9-1-1 Reserve Account to the Executive Board. As authorized by the County Board of Supervisors, the 9-1-1 Reserve Account will be restricted for expenditures as recommended by the EC boards, with final determination on expenditures to be made by the County and will be maintained in an interest-bearing restricted fund, until the funds are expended.

B The purpose of the 9-1-1 Reserve Account is to fiscally support capital expenditures, the future acquisition of major equipment (such as computer systems), and to spread out major expenditures over time, thereby reducing the need for large assessments to the Parties. The 9-1-1 Reserve Account will enable County and the Parties to better prepare budgets and facilitate long term fiscal planning.

C Funds in the 9-1-1 Reserve Account shall be readily accessible to the Emergency Communications Department to use for appropriate expenditures that benefit the Parties and Users.

D The Director shall present 9-1-1 Reserve Account accounting reports to the Executive Board annually or as requested.

E Accumulation of interest in the 9-1-1 Reserve Account will accrue to the benefit of the emergency communications dispatch fund.

13. STANDARD COST SHARING PLAN FOR PARTIES AND USERS

A Until such time that the Department of Emergency Management (DEM) establishes the Emergency Notification Governance and Financing Agreement, Emergency Notification System fees may be billed by the County.

1. DEM, as the administrator of the system, must seek annual approval from the ECD Executive Board to authorize this charge.
2. All other payment provision in this agreement shall apply.

B ECD will invoice each Party separately, either annually, biannually, or quarterly for fees for Dispatch Services, Inform Mobile Licensing, and other special charges to Parties and Users and may include administrative fees that will be recovered to support dispatch operations when invoices are sent for non-dispatch/call-taking services (i.e. NGEN & Emergency Notification System). County will consult with the Executive Board at least 10 days before the start of each fiscal year regarding the frequency of billing and methodology of billing to actual expenses or budgeted expenses per ***subsection 1*** below. The County, through ECD, may exercise its discretion in the timing of invoicing, in order to maintain adequate reserves in the special revenue fund dedicated to provision of 9-1-1 services.

1 In consideration of the foregoing, each Party will pay to the County, on an annual, biannual, or quarterly basis, an amount derived by the formula set forth below based on the year-to-date actual costs or budgeted costs.

2 Invoices shall be sent via email to the email address listed in the signature block of this Agreement. Invoices will be mailed via certified mail ONLY at the written request of the Party or User Agency to the ECD. This mailing address and email address may be changed only with written notice to ECD. An email to the current Director will suffice.

3 The funding formula for user agencies may include 5.0% of the County of Monterey's total Proposition 172 revenue from the two-year prior audited actual Proposition 172 revenue to offset the total charges incurred by all Parties to this agreement as determined annually by the County of Monterey Board of Supervisors during the budget process.

4 ECD may provide administrate support, including invoicing, to the Parties of this Agreement and may collect fees for this support.

5 The Countywide Cost Allocation Plan will be utilized to capture and bill the indirect costs incurred by the County which are associated with the operations of the County of Monterey Emergency Communications Department.

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C Formula Definitions:

A	Actual or budgeted cost of dispatch service (Source: County of Monterey Auditor/Controller's expenditure or budget report for the Billing Period.)
B	Revenues from Miscellaneous Agencies, Administrative Fees, offsetting fund balance, other revenues from entities who are not party to this Agreement including the Ambulance Provider and reimbursements from the State of California.
C	Actual or Budgeted Annual cost subject to percentage distribution.
D	Most recently available total assessed valuation of real property of the Party per County Assessor. (Source: "County of Monterey Tax Rates" for the Billing Year.)
E	Most recently available assessed valuation of real property in the County of Monterey less the assessed valuation of real property attributed to organizations not receiving direct dispatch services. (Source: "Monterey County Tax Rates" per County Assessor for the billing year.)
F	Most recently available resident population of each Party. (source: for county and cities, "State of California Department of Finance Data" for the billing year and for Fire Districts, "Inventory of Local Agencies" as provided by the Local Agency Formation Commission for the County of Monterey.)
G	Most recently available total population of the County of Monterey, less the population of agencies not receiving direct dispatch services. (Source: for county and cities, "State of California Department of Finance Data" and for Fire Districts, "Inventory of Local Agencies" as provided by the Local Agency Formation Commission for the County of Monterey.)
H	Annual Workload total for each Party from the most recently available calendar year. (Source: Workload totals compiled by the County of Monterey Emergency Communications Department, following review by the Operations Board.)
I	Annual Workload total for all law enforcement, fire, special emergency, and other emergency response units for the most recently available calendar year. (Source: Workload totals compiled by the County of Monterey Emergency Communications Department, following review by the Operations Board.)
J	Party net percentage (Derived by applying equal weight to Party Percentage of Assessed Valuation, Resident Population and Dispatch Workload.) For Fire Districts and Fire Only Users this net percentage is multiplied by 10%. Effective July 1, 2026: • Current Parties to this Agreement who transition to Fire-Only service will no longer be eligible for the 10% multiplier. Miscellaneous Agencies will continue to not be eligible. • New Parties joining the Agreement after July 1, 2026, that provide both Law and Fire services will also not be eligible for the 10% multiplier. Miscellaneous Agencies will continue to not be eligible.
K	Party Gross Bill.
L	Party's Prop 172 offset shall be computed by taking the Party's original billing and dividing that by the total billing of all Parties subject to Prop 172 reduction, which is a percentage of the total billing. That percentage is multiplied by the total gross Prop 172 amount to derive the individual Party's percentage share of the Prop 172 funding.

D Cost Allocation Formula:

(1) A – B = C

(2) $\left[\frac{D}{E} + \frac{F}{G} + \frac{H}{I} \right]$ Divided by 3 = J

(3) C x J = K

(4) K – L = Charge to the Party for the billing year.

E In addition to the foregoing formula, the County may, after consultation and recommendations with the EC Boards, augment the formula on a pro rata basis to include provisions of special funding for any purpose such as, but not limited to, adding to the 9-1-1 Reserve Account, supporting needed projects to replace software, hardware, dispatch furniture, major building repair, etc. Withdrawals from the 9-1-1 Reserve Account shall be recommended to the County through the Executive Board.

F The County may consult with the Executive Board and may choose to select other source documents to replace those defined in the Formula Definitions above if the County determines that the new documents provide more accurate information.

G The Workload component of the billing formula will be annually reviewed as part of the budget process. Changes to the Workload component may be recommended to the County by the Executive Board, which changes may be implemented by the County, in its discretion, as appropriate.

H Delinquency. If a Party does not pay its fees for service as set forth above on or before the Due Date, the amount unpaid shall be deemed delinquent. A "Delinquency Fee" in the amount of five percent (5 %) of the delinquent amount shall be added to the amount owed and charged to the Party. The delinquency fee shall be applied to the amount owed (the amount owed includes any previously added delinquency fee) every 30 days until such time the bill is paid in full. If a Party does not pay the delinquent amount and any delinquency fee within 90 calendar days from the original due date from the first invoice, the County is authorized to withhold and offset from any lawful source whatsoever otherwise due to the Party, including the regular apportionment of property tax revenue, an amount sufficient to satisfy the delinquent amount and delinquency fees.

I Billing Dispute: If a Party disputes any portion of an invoice issued under this agreement, it shall notify the County in writing within 15 calendar days of receipt. The notice must include sufficient detail for the County to review and respond. The County shall provide the requested information within 15 calendar days of receiving the notice. If the County is unable to respond within 15 calendar days, the disputing Party shall be relieved of any delinquency fees or penalties on the disputed amount until 15 calendar days after the County provides the requested information. The Party shall pay all undisputed amounts by the original due date. If the dispute remains unresolved after the County's response, the matter may be escalated to the Executive Board for recommendation. No delinquency fees shall be assessed on the disputed amount while the matter is pending Executive Board review, provided the dispute was submitted in good faith and in compliance with this section. Once the Executive Board has issued a recommendation, the County shall make a final determination in good faith based on that recommendation. Delinquency fees, if any, shall only apply beginning 15 calendar days after the final determination is issued.

14. PAYMENT PROVISIONS FOR MISCELLANEOUS AGENCIES

A ECD shall invoice each Miscellaneous Agency in alignment with the invoicing schedule as outlined in ***Section 13, subsection B*** of this Agreement.

B The formula to determine costs is as follows:

Formula Definitions:

A	Miscellaneous Agency Workload for the last available calendar year (Source: Workload totals compiled by the County of Monterey Emergency Communications Department, following review by the Operations Board.)
B	Annual Workload total for the most recently available calendar year for all law enforcement, fire, special emergency, and other emergency response units for the billing period. (Source: Workload totals compiled by the County of Monterey Emergency Communications Department, following review by the Operations Board.)
C	Miscellaneous Agency net percentage
D	Actual or budgeted cost of dispatch service (Source: County of Monterey Auditor/Controller's expenditure or budget report for the Billing Period.)
E	Charge to the Miscellaneous Agency for the billing year.

Cost Allocation Formula for Miscellaneous Agencies:

(1) $\frac{A}{B} = C$

(2) $C \times D = E$

C In addition to the foregoing formula, the County may, after consultation and recommendations with the EC Boards, augment the formula on a pro rata basis to include provisions of special funding for any purpose such as, but not limited to, adding to the 9-1-1 Reserve Account, supporting needed projects to replace software, hardware, dispatch furniture, major building repair, etc. Withdrawals from the 9-1-1 Reserve Account shall be recommended to the County through majority vote of the Executive Board.

D The County may consult with the Executive Board and may choose to select other source documents to replace those defined in the Formula Definitions above if the County determines that the new documents provide more accurate information.

E The County of Monterey Emergency Communications Department shall bill each Miscellaneous Agency with the same timing as the other Parties to this Agreement.

F Delinquency. If a Miscellaneous Agency does not pay its fees for service as set forth above on or before the Due Date, the amount unpaid shall be deemed delinquent. A "Delinquency Fee" in the amount of five percent (5 %) of the delinquent amount shall be added to the amount owed and charged to the Miscellaneous Agency. The delinquency fee shall be applied to the amount owed (the amount owed includes any previously added delinquency fee) every 30 days until such time the bill is paid in full. If a Miscellaneous Agency does not pay the delinquent amount and any delinquency fee within 90 calendar days from the Due Date of the original invoice, the County is authorized to withhold and offset from any lawful source whatsoever otherwise due to the Miscellaneous Agency, including the regular apportionment of property tax revenue, an amount sufficient to satisfy the delinquent amount and delinquency fees.

G Billing Dispute: If a Miscellaneous Agency(s) dispute payment owed to County, each Miscellaneous Agency shall notify County within 15 calendar days of its receipt of its invoice. This notice shall include sufficient details about the dispute for County to review and act. County shall provide any requested information within 15 calendar days. If County is unable to respond within 15 calendar days, the Miscellaneous Agency disputing the billing shall be relieved of any delinquency payment until 15 days after the information is provided.

15. <u>ONGOING USE OF 9-1-1 DISPATCH CENTER</u>

A As provided in the Agreement for the Construction and Funding of a Consolidated Dispatch Center for 9-1-1 emergency communications, effective on July 1, 2001, County shall provide the land located at 1322 Natividad Road,

Salinas at no cost to the Parties and Users for the duration of its use for the purposes set forth in that agreement and in this agreement.

B The County shall permit ECD to provide the Users emergency communications and dispatch services from the 9-1-1 Dispatch Center of the consolidated Emergency Services Center including its equipment, fixtures, and furnishings for the period of time that the facility is used for 9-1-1 dispatch services.

C The County and the Parties shall be jointly responsible for costs of maintenance of the 9-1-1 Dispatch Center.

16. RECORDS AND CONFIDENTIALITY

A **Confidentiality:** County and the Parties and Users and their officers, employees, agents, and subcontractors shall comply with all federal, state, and local laws which provide for the confidentiality of records and other information. No Party shall disclose any confidential information, any confidential records, or other confidential information received from any Party to this agreement or prepared in connection with the performance of this agreement, unless the other Party specifically permits such disclosure of records or information. All requests for disclosure of confidential information shall be promptly transmitted to the owner of the information. Notwithstanding these duties of confidentiality, the Parties acknowledge that the Parties and the County are government agencies subject to the California Public Records Act, which requires disclosure of public records subject to exceptions. The Parties and the County will mutually cooperate to comply with the California Public Records Act disclosure obligations, consistent with these confidentiality obligations.

B **Maintenance of Records:** The County shall prepare, maintain, and preserve all reports and records that may be required by federal, state, or local rules and regulations related to services performed under this agreement. The County shall maintain such records in accordance with the provisions of the County and ECD Record Retention policies. The Parties shall maintain such records in accordance with their records retention policies. If any litigation, claim, negotiation, audit exception, or other action relating to this agreement is asserted, the County and the Parties shall retain such records until such action is resolved.

17. COUNTY INDEMNIFICATION OF PARTIES AND PARTIES' WAIVER OF CLAIMS AGAINST THE COUNTY

A County hereby agrees to indemnify and hold harmless each Party, its officers, agents, employees, and authorized volunteers from any and all claims, demands, judgments or decrees made or rendered against each Party, its officers, agents or employees by reason of any injury, death or damage suffered or sustained by

any person or entity caused by, or alleged to have been caused by or arising out of the provision of the emergency communications services by the County as set forth in this agreement.

B Further, County, at its own cost, expense and risk, shall defend any and all suits, actions, or other legal proceedings arising from the provision of emergency communications services by the County pursuant to this agreement that may be brought or instituted by third parties against each Party, its officers, agents, employees, or authorized volunteers, and shall pay and satisfy any judgment or decree that may be rendered against each Party, its officers, agents or employees in any such suit, action, or other legal proceedings. Each Party agrees to promptly notify County of any suit, action, or other legal proceeding asserted against it by third parties which arises from the provision of emergency communications services as specified in this agreement and each Party agrees to cooperate with County in the defense of such claims.

C In return for and in recognition of County's acceptance of liability, as set forth above, each Party agrees that it will not sue, make any demand or claim, or otherwise prosecute or assert liability against the County for any claim, demand, judgment, or decree of any nature caused by or arising out of the provision of the emergency communications services by the County set forth in this agreement. This waiver of liability against the County by the Parties applies to claims, demands, judgments or decrees which are asserted by third parties and to claims, demands, judgments or decrees which could be asserted by the Parties against the County.

D Survival of Indemnification and Waiver of Liability Obligations

1. The indemnification and defense obligations assumed by County and the waiver of liability against the County agreed to by the Parties, established above, shall survive the termination of this agreement, the withdrawal of any Party from this Agreement, and the termination of any Party from this Agreement. These obligations and the waiver of liability shall extend to the expiration of the statute of limitations applicable to any claims arising from this agreement and the provision of emergency communications services pursuant to this agreement.

18. <u>INSURANCE</u>

A Without limiting the foregoing indemnification, all Parties shall maintain in force at all times during the performance of this agreement, a policy or policies of insurance as follows, and in the minimum limits of liability as stated herein:

B Comprehensive general liability, including but not limited to premises, personal

injuries, products, and completed operations for combined single limit of not less than $1,000,000 per occurrence.

C Comprehensive automobile liability, including but not limited to property damage, bodily injury, and personal injuries for combined single limit of not less than $1,000,000 per occurrence.

D Workers' Compensation covering statutory requirements of the State of California and Employer's Liability of not less than $1,000,000 per occurrence.

E In the event any Party is lawfully self-insured in any or all of the aforementioned insurance areas, upon the request of a Party a letter certifying those areas of coverage, and in the minimum amounts as set forth in this agreement, shall be furnished to the requesting party prior to execution of this agreement.

F Except with respect to Workers' Compensation insurance, each Party maintaining commercial insurance or excess insurance shall provide an endorsement naming the County, its officers, agents, and employees as additional insureds and shall provide that such commercial insurance is primary to any other commercial insurance maintained by the County; and the County shall, under any commercial insurance or excess insurance it maintains, provide an endorsement naming each Party, its officers, agents, and employees as additional insureds and shall provide that such commercial insurance is primary to any other commercial insurance maintained by each Party.

19. GENERAL PROVISIONS

A Amendment. This agreement may be amended or modified only by an instrument in writing signed by all the Parties hereto; except for an Amendment of adding a new Party as described in ***Section 10*** of this Agreement.

B Effect on Existing Agreements:

1. Agreement for 9-1-1 Emergency Communications Dispatch Services (the City and Fire District 9-1-1 Service Agreement): Upon final execution of this agreement by the County and all Parties, the 9-1-1 Service Agreement executed by the County in 2020 and any amendments to that agreement shall terminate and shall no longer be of any force or effect.
2. Agreement for 9-1-1 Emergency Communications Dispatch Services for Miscellaneous Agencies (the miscellaneous agency 9-1-1 Service Agreements): Upon final execution of this agreement by the County and miscellaneous agencies, the 9-1-1 Service Agreement executed by the County in 2020 and any amendments to that agreement shall terminate and shall no longer be of any force or effect.

C Waiver. Any waiver of any terms and conditions hereof must be in writing and signed by the Parties hereto. A waiver of any of the terms and conditions hereof shall not be construed as a waiver of any other terms or conditions in this agreement.

D Successors and Assigns. This agreement and the rights, privileges, duties, and obligations of the Parties hereunder, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the Parties and their respective successors, permitted assigns, and heirs.

E Assignment. No Party may assign, sell, or otherwise transfer its interest or obligations in this agreement without the prior written consent of the County upon the recommendation of the Executive Board. Any organization wishing to participate in this system shall participate through this agreement and may not participate through agreements with other participating agencies. Any such purported assignment is null and void.

F Compliance with Applicable Law. The Parties shall comply with all applicable federal, state, and local laws and regulations in performing this agreement.

G Severability. If any part, term or provision of this agreement shall be held void, illegal, unenforceable, or in conflict with any law of a Federal, State or Local Government having jurisdiction over this agreement, the validity of the remaining portions or provisions shall not be affected thereby.

H Heading. The section and paragraph headings are for convenience only and shall not be used to interpret the terms of this agreement.

I Time is of the Essence. Time is of the essence in each and all of the provisions of this agreement.

J Governing Law. This agreement shall be governed by and interpreted under the laws of the State of California. Venue of any dispute arising from this agreement shall be in the Superior Court of California, in the County of Monterey.

K Construction of Agreement. The Parties agree that each Party has fully participated in the review and revision of this agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting Party shall not apply in the interpretation of this agreement or any amendment hereto.

L Counterparts. This agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

M Authority. Any individual executing this agreement on behalf of a Party represents and warrants hereby that he or she has the requisite authority to

enter into this agreement on behalf of such Party and to bind the Party to the terms and conditions of the same.

N Integration. This agreement, including the exhibits hereto, shall represent the entire agreement between the Parties with respect to the subject matter hereof and shall supersede all prior negotiations, representations, or agreements, either written or oral, between the Parties as of the effective date hereof.

O Change of Address. The mailing addresses, email addresses, phone numbers, and Party contacts may change and it is the responsibility of the Parties to notify the County as specified in paragraph (P) within ten days of said change.

P Notices. Notices required under this agreement shall be emailed or delivered personally or by first-class, postage pre-paid mail as follows:

COUNTY OF MONTEREY
Director of Emergency Communications
1322 Natividad Road
Salinas, CA 93906
831.769.8880 ecdmgr@countyofmonterey.gov

IN WITNESS WHEREOF, the COUNTY and each of the Agencies have caused this agreement to be executed by their duly authorized representative as of the day and year written above.

COUNTY OF MONTEREY: Name (printed) _____ Signature: _____ Date: _____ Director of Emergency Communications
Address: _____ _____
APPROVED AS TO FORM: Name (printed) _____ Signature: _____ Date: _____ Deputy County Counsel
APPROVED AS TO FISCAL PROVISIONS: Name (printed) _____ Signature: _____ Date: _____ Auditor-Controller

Parties (one per page)

City of Carmel-by-the-Sea Duly Authorized Representative
Name (printed) _____ Signature: _____ Date: _____ Title _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

City of Del Rey Oaks Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

City of Gonzales Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

City of Greenfield Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

City of King Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

City of Marina Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

City of Monterey Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

City of Pacific Grove Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

City of Salinas Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

City of Sand City Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

City of Seaside Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

City of Soledad Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

Monterey County Regional Fire Protection District Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

Monterey Peninsula Airport District Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

North County Fire Protection District of Monterey County Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

Big Sur Volunteer Fire Brigade Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

Mid-Coast Fire Brigade Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____
Email: _____

Parties (one per page)

California State University, Monterey Bay Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

Parties (one per page)

Correctional Training/ Salinas Valley State Prison Duly Authorized Representative
Name (printed) _____ Title _____ Signature: _____ Date: _____
Mailing Address: _____ _____
Email: _____

CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Jayme Fields, Finance Manager

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: Resolution 2026-031 Approving Amendments to the FY 2025-2026 Adopted Budget

RECOMMENDATION:

Adopt Resolution 2026-031 Approving Amendments to the FY 2025-2026 Adopted Budget

BACKGROUND / SUMMARY:

The purpose of this agenda item is to adopt Resolution 2026-031 Approving Amendments to the FY 2025-2026 Adopted Budget (**Attachment 1 & 2**). At the May 4, 2026 City Council Special Meeting, an update on the Fiscal Year 2025-2026 budget reviewing the revenues received and expenses incurred through the first eight months of the fiscal year (July 1, 2025 – February 28, 2026) was received by Council. The budget amendments identified at the May 4, 2026 City Council Special Meeting are now being brought to Council for adoption.

Below is the Analysis of 2nd Triannual budget vs. actual provided at the May 4, 2026 City Council Special Meeting. Overall, the status of the City's budget is healthy and generally on track as anticipated. There are only five recommended budget adjustments needed after the first eight months of operation.

Revenue

The City’s three major sources of revenue are property taxes, sales and use taxes, and

transient occupancy taxes. The amounts reported here are based on cash collected in the months of July through February. The City received its first tranche of property taxes in December and will receive its second tranche in April. Sales and use taxes, which include the statewide sales tax and the local “Measure C” sales tax, are remitted by the State on a quarterly basis, with estimated progress payments received monthly. The sales taxes received to date include advances for January through March, as well as a true-up for the prior quarter. The $3.0 million received in state Sales Tax and $5.0 million received in Measure C local sales tax thus far, combined, are slightly ahead as a percentage of the budget compared to where they were at this time last year (79% and 76% in the current year, respectively, compared to 72% and 77% in the prior year). Transient occupancy tax (TOT) revenue of approximately $7.5 million is currently slightly more than was collected at this time last year but represents a decrease as a percentage of budget compared to the same time last year (82% of budget in the current year compared to 88% in the prior year). This decrease in Transient Occupancy Tax compared to the budget is due to a significantly increased budget for TOT as the City was more aggressive in its revenue budgeting than in prior years. The remainder of the variances at this time represent the cumulative effects of report timing, fluctuating tax receipt trends, and tighter underlying budget assumptions, and do not appear to represent a material change to the budget.

Revenue from Charges for Services totals approximately $1.7 million and is 57% of the budget compared to 75% of the budget at this time last year. The decrease is due to the timing of receipts and to a more aggressive revenue budget in the current year, including a budgeted $549 thousand annual increase in Ambulance revenues which has not been realized. Other Revenue (which includes Business License Renewals) totals approximately $4.1 million and is 126% of the budget compared to 113% of the budget at this time last year.

A summary of revenues to date is as follows:

Revenue Category	**Adopted Budget FY 25-26**	**Jul - Feb Receipts FY 25-26**	**Percent Received FY 25-26**	**Jul - Feb Receipts FY 24-25**	**Percent Received FY 24-25**
Property Taxes	9,198,405	5,460,059	59%	5,242,995	58%
State Sales & Use Tax	3,828,119	3,035,734	79%	2,695,415	72%
Local Sales Tax - Measure C	6,595,056	4,992,546	76%	4,632,010	77%
Transient Occupancy Taxes	9,109,116	7,501,368	82%	6,973,139	88%
Charge for Services	2,911,901	1,669,255	57%	1,682,715	75%
Other	3,272,484	4,109,368	126%	3,388,240	113%
Total	**34,915,081**	**26,768,330**	**77%**	**24,614,514**	**77%**

Expenditures

The City's largest expenditure category is salaries and benefits, which account for 44% of the revenues forecast to be received in the Fiscal Year 2025-2026 Adopted Budget. For the period of July through February, the salaries and benefits expenditures, inclusive of annual Worker's Compensation insurance premiums, total $9.4 million. These expenditures represent 62% of the total budgeted salaries and benefits expense and generally align with budget projections, which were more conservative than in prior years, resulting in a higher percentage of the budget compared to the prior year. Services and supplies expenditures total $7.1 million, or 60% of the amount budgeted for the year. The City Non-Departmental expenses include insurance premiums of approximately $1 million and the annual unfunded pension liability (UAL) payment of approximately $2.6 million paid in July. Debt service principal payments have all been executed for Fiscal Year 2025-2026.

Capital Outlays currently reflect spending on 17 active projects, including paving and drainage repairs, pathway reconstruction and essential Police/Public works building repairs. Total capital outlays to date represent a significant increase over similar expenditures in the prior year.

A summary of expenditures to date is as follows:

Expense Category	Adopted Budget FY 25-26	Jul - Feb Disbursements FY 25-26	Percent Disbursed FY 25-26	Jul - Feb Disbursements FY 24-25	Percent Disbursed FY 24-25
Salaries/Benefits	15,214,176	9,359,678	62%	8,621,046	53%
Services/Supplies	11,829,173	7,146,718	60%	5,605,579	53%
Non-Departmental *	4,747,943	4,079,618	86%	3,670,787	88%
Debt Service	509,100	459,895	90%	467,665	87%
Capital Outlay	8,405,191	2,722,978	32%	1,940,374	16%
Total	**40,697,491**	**23,768,887**	**58%**	**20,305,451**	**46%**

** Largely comprised of Insurance and Unfunded Pension Liability Payments*

Budget Adjustments

Based on analysis of the first eight months of operations, it is forecast that adjustments to the budget will be needed in order to reflect anticipated expenditures in the remaining four months of operations. These adjustments are based on forecasts, as the actual expenses throughout the rest of the fiscal year are not known yet. Of course, staff will continue to manage costs through the rest of the year in an effort to control costs.

Expenses
Fire ($305,000): Additional funds are needed for increased Vehicle Maintenance costs

associated with the City's outdated fleet, which is in the process of being replaced. This overage also includes reimbursements to the City of Monterey for overtime as Fire Department personnel filled-in on the short-staffed ambulance, as well as to capture incidental services not included in the adopted budget (i.e., laundry, dispatching).

City Attorney ($140,000): Additional funds are needed for attorney costs due to extra hours incurred addressing telecommunication issues as well as ballot measures and labor negotiations, all of which were unique to this Fiscal Year.

Revenue
Interest & Investment Earnings $445,000 : As City management has worked to maximize interest earnings, including the use of new interest-bearing accounts to earn interest on all its deposited funds, interest earnings have exceeded the budget. These unexpected revenues are sufficient to cover the increased costs associated with Fire and the City Attorney.

See details included in **Attachment 2**.

FISCAL IMPACT:

There is no net increase to the Fiscal Year 2025-2026 budget thanks to interest and investment earnings exceeding budget expectations.

PRIOR CITY COUNCIL ACTION:

Council adopted the Fiscal Year 2025-2026 Budget on June 3, 2025 (Resolution 2025-052).

ATTACHMENTS:

1. Resolution 2026-031
2. Exhibit A - Proposed Budget Adjustments

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

RESOLUTION NO. 2026-031

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA RECEIVING THE FISCAL YEAR 2025-2026 MID-YEAR BUDGET REPORT AND APPROVING BUDGET AMENDMENTS TO THE FISCAL YEAR 2025-2026 ADOPTED BUDGET

WHEREAS, the City Council adopted Resolution #2025-052 approving the Fiscal Year 2025-2026 annual operating and capital budget on June 3, 2025; and

WHEREAS, the Mid-Year Budget report provides an update regarding revenue and expenditure trends and whether fiscal performance to date aligns with budget assumption; and

WHEREAS, after review of expenditures and revenues as of February 28, 2026; and

WHEREAS, the City requires additional appropriations to increase the budget for the use of contracted services, and unanticipated revenue; and

WHEREAS, the Carmel Municipal Code Section 3.06.030 requires Council to approve all transfers of appropriations between departments.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:

Approve budget amendments to Fiscal Year 2025-2026 Budget as shown in the attached Exhibit A.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 1st day of June, 2026, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: ATTEST:

_____ _____
Dale Byrne, Mayor Nova Romero, MMC, City Clerk

ATTACHMENT – EXHIBIT A

Exhibit A

Proposed Budget Adjustments

General Ledger Account and Description	Purpose	FY 2025/26 Amended Budget	Adjustment Amount	FY 2025/26 Adjusted Budget
101-117-00-42001 Fire Contract Services	Increases in overtime, true-up and incidental costs.	$ 3,346,924.00	$ 225,000.00	$ 3,571,924.00
101-117-00-42203 Fire Vehicle Maintenance	Increased vehicle repair costs.	$ 40,000.00	$ 80,000.00	$ 120,000.00
101-112-00-42001 City Attorney Contract Services	Increase for extra time invested.	$ 442,000.00	$ 98,000.00	$ 540,000.00
101-112-00-42004 City Attorney Legal	Increased for extra time invested.	$ 75,000.00	$ 42,000.00	$ 117,000.00
101-000-00-37001 Interest & Investment Earnings	Adjustment to recognize increased earnings.	$ 358,883.00	$ 445,000.00	$ 803,883.00

CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Nova Romero, City Clerk

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: Resolution 2026-032 Approving Appointments to the Building Code Board of Appeals, Harrison Memorial Library Board of Trustees, Historic Resources Board, Forest and Beach Commission and the Planning Commission

RECOMMENDATION:

Adopt Resolution 2026-032 Approving Appointments to the Building Code Board of Appeals, Harrison Memorial Library Board of Trustees, Historic Resources Board, Forest and Beach Commission and the Planning Commission.

BACKGROUND / SUMMARY:

Executive Summary

The City Council is being asked to adopt a Resolution (**Attachment 1**) approving appointments to several City Boards and Commissions with vacant seats or terms which expired at the end of May 2026.

Each year, the City conducts a recruitment process for upcoming Board and Commission vacancies. Following the application period and applicant interviews, the Mayor and Mayor Pro Tem make recommendations for appointments to the Council. The recommended appointments are listed in this staff report and included in the proposed Resolution, which requires a majority vote of Council. Approval of the Resolution would appoint two members to each of the following bodies: the Building Code Board of Appeals, Harrison Memorial Library Board of Trustees, Historic Resources Board, Forest and Beach Commission, and Planning Commission.

Background

The City's Boards and Commissions play an important role in local government by advising the City Council on issues within their areas of focus. Members provide valuable community perspective, help evaluate policy questions, and support thoughtful decision-making on matters that affect Carmel-by-the-Sea. Serving on a Board or Commission is also a meaningful way for residents to participate in civic life, better understand City operations, and contribute directly to the community.

Application and Recruitment Process

In compliance with state law, the City publishes an annual list each December identifying Board and Commission terms that will expire the following year.

Between March 9 and April 10, 2026, the City advertised open seats on Boards and Commissions with current vacancies or terms expiring at the end of May 2026. The recruitment included the following openings:

- Building Code Board of Appeals: 2 seats, including one core member and one ADA access member
- Harrison Memorial Library Board of Trustees: 2 seats
- Historic Resources Board: 2 seats
- Forest and Beach Commission: 2 seats
- Planning Commission: 2 seats

Current members whose terms were expiring in May were invited to reapply by the deadline. The City received numerous qualified applications, and residency eligibility was verified using the City's GIS assessment database. Redacted copies of all applications received during the application period are included as **Attachment 2.**

An ad hoc committee consisting of Mayor Byrne and Mayor Pro Tem Delves interviewed all applicants in April and May. Each applicant demonstrated a strong interest in serving the community, and the ad hoc committee appreciates the high level of community participation in the recruitment process.

Term Lengths

Board and Commission members generally serve four-year terms. Exceptions include the Harrison Memorial Library Board of Trustees, whose members serve three-year terms, and the Building Code Board of Appeals, whose members serve continuously until resignation. Terms are staggered to support continuity and to ensure that no more than two seats on any one Board or Commission expire in the same year. When an unscheduled vacancy on a board is filled, the appointee serves for the remainder of the unexpired term.

Recommended Appointments

After reviewing applications and conducting interviews, the ad hoc committee recommends the following appointments:

Building Code Board of Appeals (No fixed term length)

- Nathan Smith, Core Member
- Gail Lehman, ADA Member

Harrison Memorial Library Board of Trustees

- Mary Jo Williams, term ending May 30, 2029
- Marguerite Blum, term ending May 30, 2028

Historic Resources Board

- Jordan Chroman, term ending May 30, 2030
- Thomas Reinstein, term ending May 30, 2030

Forest and Beach Commission

- Kelly Brezoczky, term ending May 30, 2030
- Tamara Michie, term ending May 30, 2030

Planning Commission

- Kevin Ruess, term ending May 30, 2030
- Michael LePage, term ending May 30, 2030

Next Steps

Board and Commission appointments must be formally approved by City Council resolution. The attached Resolution (**Attachment 1)**, contains the recommended appointments and requires a majority vote for approval.

Following Council approval, the City Clerk will administer the oath of office to each appointee and provide onboarding materials, including a Board and Commission handbook with key policies, procedures, and required training information. The City Clerk's Office will coordinate training over the coming weeks and months. Department Heads and staff liaisons will also connect with new appointees to provide additional

orientation specific to each Board or Commission.

FISCAL IMPACT:

None for this action.

PRIOR CITY COUNCIL ACTION:

The City Council annually ratifies appointments to vacancies occurring on the City's Boards and Commissions each year.

ATTACHMENTS:

1. Resolution 2026-032
2. Board and Commission Applications Received (Redacted)

CITY OF CARMEL-BY-THE-SEA

CITY COUNCIL

RESOLUTION NO. 2026-032

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA RATIFYING APPOINTMENTS TO THE BUILDING CODE BOARD OF APPEALS, HARRISON MEMORIAL LIBRARY BOARD OF TRUSTEES, HISTORIC RESOURCES BOARD, FOREST AND BEACH COMMISSION, AND PLANNING COMMISSION

WHEREAS, City Boards and Commissions perform a valuable service by providing means by which the City Council can obtain advice, opinions, and recommendations of City residents and other members of the community; and

WHEREAS, terms of Board and Commission members are staggered, with no more than 2 members per board or commission having terms expiring within the same year; and

WHEREAS, between the period of March 9, 2026, and April 10, 2026, the City advertised and invited applications from the public for various boards and commissions; and

WHEREAS, during the application period the City received several qualified applications; and

WHEREAS, the Ad Hoc Committee, consisting of Mayor Byrne and Mayor Pro Tempore Delves conducted interviews and considered all applications received in April and May; and

WHEREAS, the Ad Hoc Committee is appreciative of all individuals who filled out an application and participated in the interview process, and after careful deliberation, have determined the most qualified applicants for appointment.

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA DOES HEREBY:

Appoint the following individuals to serve on the following City Boards and Commissions with terms beginning June 2, 2026:

Building Code Board of Appeals (no term length)

Nathan Smith – Core Member

Gail Lehman – ADA Member

Harrison Memorial Library Board of Trustees:

Mary Jo Williams(term ending May 30, 2029)

Marguerite Blum (term ending May 30, 2028)

Historic Resources Board:

Jordan Chroman (term ending May 30, 2030)

Thomas Reinstein (term ending May 30, 2030)

Forest and Beach Commission:

Kelly Brezoczky (term ending May 30, 2030)

Tamara Michie (term ending May 30, 2030)

Planning Commission:

Kevin Ruess (term ending May 30, 2030)

Michael LePage (term ending May 30, 2030)

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 1st day of June, 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

Dale Byrne, Mayor

Nova Romero, MMC, City Clerk

lives in city HML

ATTACHMENT 2

City of Carmel-By-The-Sea

APR 10 2026

Office of the City Clerk

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

In accordance with the Public Records Act, submitted applications and attachments are considered public records and will be disclosed upon receipt of a public records request. Applications may also be published (with signatures and personal contact information redacted) in the agendas of relevant meetings of the City Council, boards and commissions.

Submit application to the City Clerk's Office via email at cityclerk@ci.carmel.ca.us. You may also drop it off at City Hall, located at East side of Monte Verde Street, between Ocean and Seventh Avenues or mail to PO Box CC, Carmel-by-the-Sea, 93921, attention: City Clerk's Office.

Full Name Marguerite Blum **Date** 4/10/2026

Residence Address [redacted] **City** Carmel **Zip** 93921

Mailing Address [redacted] **City** Carmel **Zip** 93922

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	
Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	X
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** 22 YEARS

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes X No_____

4) **Reason for Interest in the Position:**

I have been a card carrying member since i was in the 7th grade going to All Saints' Middle school. I want to preserve the beautiful astetic of the town. By being on the Harrison Memorial Library Board of Trustees, I believe this will start the beginning of a long relationship working with City Hall and the town to keep it the way I see it.

5) **Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:**

Harrison Memorial Library Board of Trustees is an important part of the legacy in Carmel. As a hard-working Cruise Leader and Research Oceanographer at the Monterey Bay Aquarium Reserach Institute with 23 years of experience on ships, in laboratories, and working with interns, I am confident that I will be about valuable asset to the team on the Harrison Memorial Library Board of Trustees. I am confident that my proven track record of excellent work ethic, unparalleled attention to detail, and a knack for encouraging commitments to oceanography and science will make me an immediate asset. I have many contacts with the varying types of businesses here in town. I believe we all need to work together to keep the Library functioning.

6) **Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:**

I am currently the President of the American Legion Auxiliary in Carmel, and as the fiscal year turns in June, I will also be fulfilling the role as the District President for the Monterey, Santa Cruz, and San Bonito County areas. This will not interfer with the Harrison Memorial Library Board of Trustees.

7) Education:

Institution	Course of Study	Degree Year(s)
UC Santa Barbara	Aquatic Biology	BS
UC Santa Barbara	Dance	BA

8) Employment Experience (start with most recent):

Organization: Monterey Bay Aquarium Research Instititute	
Position: Reseach Oceanographer	Year: 2014-current
Organization: UC Santa Cruz	
Position: Research Technician	Year: 2003-2014
Organization: Grasing's Resturant	
Position: Hostess	Year: 2014-current

9) Prior public service, civic or volunteer activities:

Organization: American Legion Auxiliary, Unit 512 Carmel	
Position: President	Year: 2018-current
Organization: Carmel High Booster Club	
Position: Volunteer	Year: current
Organization:	
Position:	Year:

[redacted]

Signature

4/10/2026

Date

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The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

City of Carmel-By-The-Sea

APR 01 2026

Office of the City Clerk

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

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Full Name Kelly Lewis Brezoczky **Date** March 31, 2026

Residence Address [redacted] **City** Carmel **Zip** 93921

Mailing Address [redacted] **City** Carmel **Zip** 93921

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	
Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	1
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	2

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** 4 years (and nearly 30 summers!)

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes X No_____

4) **Reason for Interest in the Position:**

I am interested in continuing to serve on the Forest & Beach Commission as preserving and maintaining Carmel's Forest and Beach assets are an important priority and essential to the city we know and love. In the time I have served on the Forest & Beach Commission, I am proud to have collaborated with Forestry and Public Works staff to: 1. Help develop a 'Three Year Catch Up Plan to address a significant backlog of deferred tree maintenance of nearly 300 dead/very poor trees. This plan was approved by City Council and Forestry has achieved its 3 year plan objectives; 2. Facilitate community workshops to increase community input into the Forest Master Plan update (still in development); 3. Advocate for bringing additional ecological resources, our consultant Nikki Nedeff, more formally into our Master Forest Plan update process; and 4 Help bring renewed focus to the importance of restoring the late summer beach pre-winter storm maintenance efforts that were stopped in 2015. Our Forest & Beach Commission plays an important role in ensuring we maintain Carmel's forest and

5) **Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:**

I have spent my career leading organizations to achieve goals based on strong strategic planning and process management. Clear objectives, defined problems and stakeholder alignment are essential to achieving results.

During my time on the Forest & Beach Commission, I have consistently tried to bring a strategic focus to our discussions and agenda planning. I have also leaned into the importance of data based decision making and looked to bring data from multiple sources into our discussions. I think it is also important to maintain an objective viewpoint and integrate the diverse perspectives of all residents. Especially when residents often feel strongly about Carmel's traditions and character, it is important to be a listener where opinions on both sides of the aisle feel heard.

As the Commission looks to complete important strategic updates related to the Forest and Beach in the years ahead, I believe I can contribute continued strategic leadership with a commitment to preserve Carmel's Forest and Beach for generations to come. On the Forest side, this includes ensuring we have a strategic and

6) **Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:**

Presently serving on Forest & Beach Commission (term expiring 5/26). Otherwise, no other local area associations, boards, commissions, foundations or companies with investment, officer, director roles.

7) Education:

Institution	Course of Study	Degree Year(s)
University of North Carolina Chapel HIll	International Studies	BA 1987

8) Employment Experience (start with most recent):

Organization: CognitivRx	
Position: Founder CEO	Year: 2025-Present
Organization: Testmate Health	
Position: Chief Operating Officer/Interim CEO	Year: 2022-2025
Organization: Lucira Health	
Position: Executive Vice President	Year: 2019-2021

9) Prior public service, civic or volunteer activities:

Organization: City of Carmel By The Sea	
Position: Forest & Beach Commissioner, Chair (2024-2025)	Year: 2022-2026
Organization: Los Gatos New Millennium Foundation	
Position: President of the Board of Directors	Year: 2015-2022
Organization: Stanford Byers Center for Biodesign	
Position: Start Up Mentor and Guest Lecturer	Year: 2015-2022

[redacted]

Signature

March 31, 2026

Date

Citizen knowledge, interest and participation are vital ingredients to the delivery of high-quality public services. The richness that comes from citizens serving in advisory roles to the City Council contributes to making Carmel by the Sea the special place it is.

The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

City of Carmel-By-The-Sea

MAR 09 2026

Office of the City Clerk

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

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Full Name Jordan Chroman **Date** 7 Mar 26

Residence Address [redacted] **City** Carmel-by-the-Sea **Zip** 93921

Mailing Address PO [redacted] **City** Carmel-by-the-Sea **Zip** 93921

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	
Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	X
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** Eight Years

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes X **No**_____

4) Reason for Interest in the Position:

Since moving to Carmel-by-the-Sea, eight years ago, I have consistently engaged in volunteer work because I believe it is important to contribute meaningfully to the community in which you live.

5) Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:

1. I have a strong interest in architecture and historic preservation. I value the board's role in ensuring that Carmel-by-the-Sea maintains its unique charm and character while continuing to be a desirable place to live and own a home.

2. I have served on the HRB for several years, much of that time as the Board Chair and have genuinely enjoyed the experience. My knowledge and understanding of the board's work have grown significantly, and I believe I have been a dedicated and effective member.

6) Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:

After completing 30 years of service in the Army, we chose to retire to Carmel-by-the-Sea. For five years I have owned and operated the county's only Chick-fil-A restaurant, with a second location opening soon. In this role, we place a strong emphasis on supporting our community. Our efforts include partnerships and assistance for a wide range of charities, schools, governmental organizations, and local businesses.

Additionally, I serve on the board of the Warrior Transition Network, an organization dedicated to supporting the needs of veterans. Through this work, we continue to advance charitable initiatives and community-focused programs throughout the region.

7) Education: ATTACHMENT 2

Institution	Course of Study	Degree Year(s)
CUSH/UCB	Communications	Bachelor of Arts
Florida Institute of Technology	Business Engineering	Master or of Science
National War College	Statregic Studies	Master of Science
USC	Organizational Change and Leadership	Doctoral Degree

8) Employment Experience (start with most recent):

Organization: Chicken 6 LLC dba Chick-fil-A North Salinas	
Position: Owner/Operator	Year: 2021 - Present
Organization: Naval Postgraduate School - Institute for Security Governance	
Position: Senior Lecturer	Year: 2018 - 2020
Organization: United States Army	
Position: Various - final rank = Colonel (O-6)	Year: 1988 - 2018

9) Prior public service, civic or volunteer activities:

Organization: Historic Resources Board - Carmel-by-the-Sea	
Position: Board Member, Chair	Year: 2019 - Present
Organization: Warrior Transition Network	
Position: Board Member	Year: 2016 - Present
Organization:	
Position:	Year:

[redacted]

Signature

7 Mar 26

Date

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The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

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Full Name James R. Janz **Date** 4/10/2026

Residence Address [redacted] **City** Carmel BTS **Zip** 93921

Mailing Address [redacted] **City** Carmel BTS **Zip** 93921

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	
Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	X

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** Part-time 5-1/2 yrs. Full time since 9/25

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes__X__ No_____

4) Reason for Interest in the Position:

I have been involved in urban planning and development for over 50 years. My background is in civil engineering and urban planning, and for the last 47 years, I have practiced land use and real estate law from offices in the SF Bay Area. I also have a record of public service, including service on a planning commission and a city council.

5) Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:

Civil Engineer, City of Los Angeles, 1970-71
VISTA Volunteer (commonly described as the domestic Peace Corps), Cincinnati, OH, 1971-72
Researcher, 0MB and Mayor's Office, City of New York, 1972-76
Atherton, CA Planning Commission, 1990 - 2000, serving as Chair for most of that time
Atherton, CA General Plan Committee, 1995 - 2000, serving as Chair
Atherton City Council, 2000 - 2008, Mayor in 2003 and 2008
Licensed Civil Engineer (New York; inactive)
American Institute of Certified Planners
Exec. Comm. Urban Planning & Development Section, American Society of Civil Engineers, 1980's

6) Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:

Co-Director, Carmel Mission Falge Farmworkers Ministry
President, Community Coalition on High-Speed Rail (San Mateo County non-profit)

7) Education:

Institution	Course of Study	Degree Year(s)
Purdue University	B.S. Civil Engineering	1970
Columbia University	M.S. Urban Planning	1974
University of Chicago	JD-MBA	1979

8) Employment Experience (start with most recent):

Organization: Law Office of James R. Janz	
Position: Principal	Year: 2015 - Current
Organization: Sideman & Bancroft LLP (San Francisco Legal Firm)	
Position: Partner	Year: 2007-2015
Organization: Tomlinson Zisko LLP (Palo Alto Legal Firm)	
Position: Partner; Managing Partner	Year: 1997-2007

9) Prior public service, civic or volunteer activities:

Organization: See attached	
Position:	Year:
Organization:	
Position:	Year:
~~Organization:~~	
~~Position:~~	~~Year:~~

[redacted]

Signature

4/9/26

Date

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The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

Organization: Disability Rights California	
Position: Board of Directors	Year: 2019-2025
Organization: Homeowners' Association of Lloyden Park (Atherton neighborhood non-profit)	
Position: Incorporator; Director	Year: 1992
Organization: AYSO	
Position: Soccer coach on son's team	Year: 1997-2000
Organization: SF Hearing & Speech Center	
Position: Board of Directors	1986-1989

lives in City

City of Carmel-By-The-Sea

APR 10 2026

Office of the City Clerk

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

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Full Name Gail Lehman **Date** 04.09.2026

Residence Address [redacted] **City** Carmel by the Sea **Zip** 93921

Mailing Address [redacted] **City** Carmel by the Sea . 93921

E-Mai [redacted] **Phone** 8[redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	X
Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	X

1) **Will you be available to attend board/commission meetings regularly? Yes** Y **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** 50 years

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes Y _____ **No**_____

4) **Reason for Interest in the Position:**

I would be grateful for the opportunity to serve my community again.

5) **Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:**

I previously served on the Architectural Review Committe of the City of Monterey and the Carmel by the Sea Planning Commission. In Carmel by the Sea's Planning Commission. I was a Commissioner and the Vice- Commissioner for about 6.5 years. I have 36 years experience as an Architectural Designer and Space Planner of high-rise commercial buildings and hospitals, completing 2.5 million square feet of space. Additionally, I completed 36 residences (most of which are in Carmel) serving as both designer and owner contractor.

The years served on the Planning Commission gave me great satisfaction of service and accomplishment for me and to my city.

As an alternative, I am applying for the Appeals Board, feeling that my experience in both commercial buildings and residential homes will enable me to be an asset to the Board.

6) **Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:**

Gail Lehman and Associates
The Golden Mean, LLC
O.S.B.T. Investments
Gail Lehman Fine Art

7) Education:

Institution	Course of Study	Degree Year(s)
Cornell University	Government	1957-60
Harvard University	Government	1959
New School for Social Research	Government	1960-61
New York School of Interior Design	Architecture and Design	1968

8) Employment Experience (start with most recent):

Organization: Gail Lehman Fine Art	
Position: Owner/Painter	Year: 2001-2026
Organization: The Golden Mean, LLC	
Position: Owner/Designer	Year: 2005-2026
Organization: Gail Lehman and Associates	
Position: Owner/Designer	Year: 1980-2026

9) Prior public service, civic or volunteer activities:

Organization: Carmel by the Sea Planning Commission	
Position: Vice-Chair/ Commissioner	Year: 2016-2022
Organization: Arts Council of Monterey County	
Position: Judge for Grants awards	Year: 2024-2025
Organization: U.S. Congressional Art Competition for High School Students	
Position: Judge	Year: 2017

[redacted]

Signature

04.09.2026

Date

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The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

GAIL LEHMAN
[redacted]
Carmel by the Sea, CA 93921
Mobile: [redacted]
e-mail: [redacted]

PROFILE

EDUCATION:
Cornell University 1957-1960
Harvard College 1959
New School for Social Research 1960-1961
New York School of Interior Design 1968

PROFESSIONAL AFFILIATIONS:
American Institute of Architects, (affiliate member)
Institute of Business Designers
Design International
Central Coast Art Association
National Society of Acrylic Painters
Women Artists of the West

SERVICE:
Interior Design Guild of Monterey Bay,1980-84, President, 1983-84
Soroptomist International
Chamber of Commerce, Santa Cruz, San Francisco, Monterey
City of Monterey, Architectural Review Board 1977-78
City of Carmel by the Sea,
Planning Commissioner, Vice-Chair 2016-2022
Arts Council of Monterey County, Grants evaluator

HONORS AND AWARDS:

Design International award winner, 1983,1984
"Excellence in the field of Interior Design and Space Planning."
Design projects included in the :
"Compendium of Women in Design International"
"Prix des Femmes International"
award for:
Excellence in commercial office design.

Certificate of Special Congressional Recognition for selection as the Judge in " An Artistic Discovery"
"The Congressional Art Competition for High School Students" 2017

EMPLOYMENT HISTORY:

1/2000-Present **GAIL LEHMAN FINE ART**
Carmel by The Sea, California

Abstract Artist
See : Artist Bio at: www.gaillehmanfineart.com

1/1988-Present **THE GOLDEN MEAN, LLC**
Carmel by the Sea, California

Position: Owner, Designer, Project Manager
Supervised the design and construction of thirty-six homes in Washington, New Jersey
The majority in Carmel by the Sea, California

2/1977 to 2005 **GAIL LEHMAN AND ASSOCIATES**
Carmel By The Sea, California

Position: Owner. Project Director/Designer
Responsibilities: Principal Designer, Long range feasibility planning, space evaluations for lease negotiations, project coordination, project design, marketing, coordination and direction of office personnel.

Major Clients:

American Tin Cannery
Bayou Cafe
Crocker National Bank Building
Dalgety Foods
Dominican Santa Cruz Hospital
Dominican Santa Cruz Rehabilitation Hospital
Fort Ord, Dining room, Disco, Modular units, Barracks)
Fortuna Communications
Hartnell College, Child Development
Hudson, Martin, Ferrante & Street
IBM Corporation, On call field consultant
Lakin-Spears, law office
Lavorato & House, Law building
Robert Louis Stevenson School
Salinas Public Library
University of California, San Francisco
UCSF/ Stanford Health Care
UCSF Long Hospital/Pediatric

(Floors six and seven)

5/76 to 2/77 **MILTON SWIMMER PLANNING AND DESIGN**
Beverly Hills, California

Position: Project Director, Senior Designer
Responsibilities: Coordinate and direct projects for major corporations. Supervise initial space planning, working drawings and construction in progress.

Major Clients:

Buckeye Realty & Construction
Columbia Savings & Loan
Freedman & Low
Korean Exchange Bank
National Distillers & Chemical Corporation

3/77-9/ **ENVIRONMENTAL RESEARCH AND DEVELOPMENT**
Beverly Hills, California

Position: Project Director/Designer
Responsibilities: Identical to previous position

Major Clients:

Ayre Jorgensen MacDonald
Billy Jack Productions
The Colwell Company
Ernst & Ernst (Salt Lake City)
Kellog & Andelson
National Medical Enterprises
Peat, Marwick, Mitchell (New Orleans)
Prudential Insurance Company
Rosenfeld, Horn, Denton & Harrell
Shapiro, Robin, Cohen & Powell

9/73. **SAPHIER LERNER SCHINDLER ENVIRONETICS**
West Los Angeles, California

Position: Project Director

Responsibilities: The same as above.

Major Clients:

Gate Realty, Inc.
Harbor Insurance Building
Johnson & Higgins
Monogram Industries
Tishman Reality & Construction
Unionamerica Insurance
(Los Angeles, San Francisco, Dallas, Houston and New York)
Urban Projects, Inc.

Position: Director of Technical Services
Responsibilities: Supervised production control operation. Duties included direct supervision of Draftsmen, Detailers and Tenant Development Project Directors. Responsible for job scheduling, determining building standards for construction, final approval of working drawings, building permits and computer operation. Acted as major contact between company, tenant and construction coordinators.

Major clients:

Avco Center
Charles Dunn Company
Dillingham Development Company
S. Jon Kreedman Company
Matlow-Kennedy Corporation
The Realty Group
The State of California
Shell Oil
Tishman Realty & Construction

9/70 to 9/73

COUNTY OF LOS ANGELES
Department of Health Services
LAC-USC Planning Division
Los Angeles, California

Position: Senior Project Planner
Responsibilities: Design, plan and execute schematics and working drawings for major county hospitals. Write service and facility programs for capital projects. Conduct feasibility studies to determine optimum utilization of facilities.

ATTACHMENT 2
City of Carmel-By-The-Sea

MAR 12 2026

Office of the City Clerk

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

In accordance with the Public Records Act, submitted applications and attachments are considered public records and will be disclosed upon receipt of a public records request. Applications may also be published (with signatures and personal contact information redacted) in the agendas of relevant meetings of the City Council, boards and commissions.

Submit application to the City Clerk's Office via email at cityclerk@ci.carmel.ca.us. You may also drop it off at City Hall, located at East side of Monte Verde Street, between Ocean and Seventh Avenues or mail to PO Box CC, Carmel-by-the-Sea, 93921, attention: City Clerk's Office.

Full Name Michael LePage **Date** 3-12-26

Residence Address [redacted] **City** Carmel **Zip** 93923

Mailing Address [redacted] **City** Carmel **Zip** 93921

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	
Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	X

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** 49 years

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes X No_____

4) **Reason for Interest in the Position:**

I am currently a planning commissioner and want to continue in that position of service to the community.

5) **Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:**

I have been involved in land use review work for Carmel since 2000. First as a member of the Design Review Board for 8 years and currently as member of the planning commission for 15 years. I am a licensed general contractor with over 40 years of experience. I have a full working knowledge of construction plans and documents. I have extensive experience in understanding, interpreting and applying municipal codes and land use guidelines. I also have extensive experience with permit procurement in many cities and counties throughout the Central Coast.

6) **Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:**

I have a long history of volunteer work in the city. I am a founding member of the group, Friends of the WWI Memorial Arch, that raised the funds and restored the WWI war memorial arch.
I was a board member of the Carmel Residents Association for several years and that organizations treasurer.

7) Education:

Institution	Course of Study	Degree Year(s)
CSUMB	Social Behavior Science and GIS	BA 2014 to 2016

8) Employment Experience (start with most recent):

Organization: LePage Construction	
Position: Owner	Year: 1978 to current year
Organization:	
Position:	Year:
Organization:	
Position:	Year:

9) Prior public service, civic or volunteer activities:

Organization: Carmel Residents Association	
Position: Board Member, treasurer	Year: 2012 to 2017
Organization: Friends of the WWI War Memorial Arch	
Position: board member	Year: 2001 to current
Organization:	
Position:	Year:

[redacted]

Signature

3-12-26

Date

Citizen knowledge, interest and participation are vital ingredients to the delivery of high-quality public services. The richness that comes from citizens serving in advisory roles to the City Council contributes to making Carmel by the Sea the special place it is.

The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

lives in City

ATTACHMENT 2

City of Carmel-By-The-Sea

APR 07 2026

Office of the City Clerk

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

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Full Name Don McDougall **Date** 4/7/26

Residence Address [redacted] **City** Carmel **Zip** 93921

Mailing Address [redacted] **City** Carmel **Zip** 93921

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	
Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	X
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	X
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** 10 years

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes X **No**_____

4) **Reason for Interest in the Position:**

My first interest is in the Forest and Beach committee. I am interested in nature in general and the health of nature in Carmel in particular. I am very climate change and nature interested and a big fan of Alexander Von Humboldt (1769-1859) who espossed how things in nature are connected and further believe we are also connected to nature and should work and do what we can to protect nature.
My second choice would be the Library Board, Simply, I am a book lover but also a beleiver that libraries and more than warehouses for books. They are important community nexus. Carmel is demonstrating that!

5) **Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:**

To my interest is in the Forest and Beach committee. I was previously chair of the Palo Alto Parks and Rec commission. During my time we opened Foothills park to the public (was a private Palo Alto park), implemented wetlands protection, maintenance and upgrade of local parks.
I am currently a docent at Point Lobos and a member of their Climate Change committee and have been the deputy docent adminsrator. I was also on the Board and chair of a Palo Alto school level educational organization called Environmental Volunteers and treasurer of the Santl Clara Valley Audubon.

My second choice would be the Library Board, I have previously been on the Carmel Library Board of Trustees and chair of the Palo Alto library commission at the time of building and opening the Mitchell Park library.

6) **Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:**

I have been on the board and board chair of the local Power Over Parkinson's non-profit.

7) Education:

Institution	Course of Study	Degree Year(s)
University of Alberta	Chemical Engineering	BSC

8) Employment Experience (start with most recent):

Organization: SpaceTime Research (Australia)	
Position: Presidnet	Year: 2007-2012
Organization: SAS (North Carolina)	
Position: Vice President Customer Solutions and Alliances	Year: 2002-2006
Organization: ABC Technologies (Poerland Oregon)	
Position: Preseident	Year: 2001-2002

9) Prior public service, civic or volunteer activities:

Organization: Power Over Parkinson's	
Position: Board Member/Chairman	Year: 2022-2026
Organization: Carmel Library Trustees	
Position: Member	Year: 2020-2024
Organization: Palo Alto Libary commission and Parks and Rec commission	
Position: member/chair	Year: 2015-2021

[redacted]

Signature

4/7/26

Date

Citizen knowledge, interest and participation are vital ingredients to the delivery of high-quality public services. The richness that comes from citizens serving in advisory roles to the City Council contributes to making Carmel by the Sea the special place it is.

The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

MAR 23 2026

Office of the City Clerk

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

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Full Name Tamara Michie **Date** March 22, 2026

Residence Address [redacted] **City** Carmel **Zip** 93921

Mailing Address [redacted] **City** Carmel **Zip** 93921

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	
Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	X
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** 15 years

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes X **No**_____

4) **Reason for Interest in the Position:**

Serving on the Carmel Forest and Beach Commission has allowed me to contribute meaningfully to protecting our urbanized forest and coastline while engaging with residents on issues that directly impact the character and sustainability of our community. My continued interest in this position stems from a desire to build on that work by applying my experience and ensuring that Carmel's natural assets are preserved.

5) **Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:**

I bring demonstrated leadership and a deep familiarity with the processes of the Carmel Forest and Beach Commission, along with hands-on experience addressing the complex environmental and policy issues that come before the Commission. Through my work in urbanized forest and wildfire management planning (Wildfire Preparedness Committee) and coastal and beach protection, I have developed a balanced, thoughtful approach to preserving Carmel's natural assets while carefully considering public safety, property rights, and long-term sustainability. I am experienced in chairing meetings, conducting public hearings, and navigating nuanced policy decisions, enabling me to contribute clear, consistent, and well-reasoned recommendations. I have experience interpreting municipal codes and have created a Commission Sub-committee to address tree fines and review relevant codes in order to make recommendations to City Council. I remain committed to fostering collaborative dialogue with fellow Commissioner's, City Council and City Staff, while maintaining public trust, and advancing the Commission's mission to protect and enhance Carmel's unique forest and coastal environment, for the benefit of our community.

6) **Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:**

Carmel-by-the-Sea Forest and Beach Commission Chair

Fire Safe Council of Monterey County (FSCMC) Director

7) Education: ATTACHMENT 2

Institution	Course of Study	Degree Year(s)
San Francisco State University	Business Communications	BA - 1995
Stanford University	Communications and Rhetoric	1995 - 1997

8) Employment Experience (start with most recent):

Organization: Self-employed	
Position: Financial and Property Investor	Year: 2000 - current
Organization: Chevron Corporation	
Position: Administrative Manager/Recruiter	Year: 1997 - 2000
Organization: Stanford University	
Position: Athletic Department Facilities and Sport Event Manager	Year: 1993 - 1997

9) Prior public service, civic or volunteer activities:

Organization: Carmel-by-the-Sea Forest and Beach Commission	
Position: Chair	Year: 2022 - 2026
Organization: Fire Safe Council of Monterey County (FSCMC)	
Position: Director	Year: 2025 - 2026
Organization: Carmel High School	
Position: PTO President and Site Council President	Year: 2020 - 2024

[redacted]

Signature

March 22, 2026

Date

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The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

lives in city

City of Carmel-By-The-Sea

APR 10 2026

Office of the City Clerk

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

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Full Name Stephen John Nelson **Date** 4/10/2026

Residence Address [redacted] **City** Carmel **Zip** 93921

Mailing Address [redacted] **City** Carmel **Zip** 93921

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

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Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	X
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	X

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** 4 years

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes X No_____

4) Reason for Interest in the Position:

My wife and I moved permanently to Carmel over 3 years ago. We are both retired and empty nesters. We have deep ties to the town as she is a third generation Carmelite.
Like my wife, I was also born and raised in a small town in Illinois (pop 1500) . My parents lived in the same house for over 50 years. I understand, love and appreciate that what makes a small town work is the residents that volunteer and work for their community. I am eager to be more engaged in this community. I have been following the City Council activities and attended the Carmel Priorities workshop. I have the time, understanding, and ability to be a contributing participant on either the Planning or Forest and Beach Commission. My background as an Attorney gives me additional perspective on legal matters and conflict resolution.

5) Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:

I was born and raised in a farming community where you have a close relationship to the land. My father was a school teacher but used all of his spare time to do landscaping for those in our town who needed help. I was drafted at a very young age to assist him with raking, mowing, trimming and anything else needed. In high school and college, I spent my summers working as a farm hand. As a homeowner since 1995, I have always done my own yard work and landscaping. Since moving to Carmel, I am at the beach at least 5 times a week with my dogs. I believe that I have special connection to both land and sea that would be beneficial to the Forest and Beach Commision.

As a trial lawyer for over 30 years, I developed exceptional skills in analyzing laws and regulations as applied to the facts. In my research of the planning commission duties, there is an exceptional amount of local and state regulations which must be applied to a project. Admittedly I have little experience in architecture, but this will bring a benefit to the planning commission as a fresh unbiased set of eyes.

6) Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:

none

7) Education:

Institution	Course of Study	Degree Year(s)
Ilinois Wesleyan University	History	BA--1989
McGoerge School of Law	law	JD--1992

8) Employment Experience (start with most recent):

Organization: Sacramento County Public Defender's Office	
Position: Trial Attorney	Year: 2005-2022
Organization: Stephen Nelson	
Position: Private Practice	Year: 2004
Organization: Dependency Associates of Sacramento	
Position: Managing Attorney of Sacramento	Year: 1997-2003

9) Prior public service, civic or volunteer activities:

Organization: Dependency Legal Services	
Position: Chairman of the Board	Year: 2011-present
Organization: Peninsula Sports Incorporated	
Position: Referee	Year: 2024-present
Organization:	
Position:	Year:

[redacted]

Signature

4/10/26

Date

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City of Carmel-By-The-Sea

MAR 20 2026

Office of the City Clerk

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Full Name Thomas C. Reinstein **Date** 3-19-26

Residence Address [redacted] **City** CBTS **Zip** 93921

Mailing Address [redacted] **City** [redacted] **Zip** 93929

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	
Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	X
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** P/T Since 2017 F/T since 2024

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

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Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes X No_____

4) Reason for Interest in the Position:

History enthusiast.

5) Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:

Author of CA history / nonfiction (fiction) book / Audible / Barnes & Noble etc.
Content creator on IG "charmed by the sea"

6) Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:

None / Retired

7) Education:

Institution	Course of Study	Degree Year(s)
Livermore HS		1978
Cal State Fullerton	Comm's	1982

8) Employment Experience (start with most recent):

Organization: Clear Channel Broadcasting / iHeart Radio	
Position: Various Exec.	Year: 80's - 90's
Organization: Historic Ranch Owner	
Position: reinsteinranch.com IG (same)	Year: 2003 - present
Organization:	
Position:	Year:

9) Prior public service, civic or volunteer activities:

Organization: Community Transitional Resources	
Position: Board	Year: Mid 80's
Organization: Stanislaus County Homeless Coalition	
Position: Chair	Year:
Organization:	
Position:	Year:

[redacted]

Signature

Mar 19, 26

Date

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lives in city

City of Carmel-By-The-Sea

APR 07 2026

Office of the City Clerk

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

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Full Name Kevin Ruess **Date** 4/7/2026

Residence Address [redacted] **City** Carmel **Zip** 93921

Mailing Address [redacted] **City** Carmel **Zi** 93921

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

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Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	X

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** Since 2017

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

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Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes X **No**_____

4) Reason for Interest in the Position:

I like Carmel the way it is, but I also recognize that the essence of Carmel's aesthetic is its history of innovative and traditional architecture and design existing side by side. I find this interplay, and resulting diversity of styles within our beautiful natural setting, what makes the city so visually interesting.

I believe that Carmel is really about the people that live here and that the city's biggest challenges have to do with navigating a path forward while dealing with our "empty houses" problem and making the city more accessible to and attractive for full-time residents. This has to be managed in concert with the realities of our tourism-dependent revenue streams and within the larger context of our neighboring jurisdictions and environmental considerations, both legal and aesthetic.

We are at a juncture where planning decisions made now will have tremendous long-term effect on our civic buildings and infrastructure, the look and feel of our commercial and residential areas, and remaking Carmel as a truly residential city. I can be a valuable part of the Planning Commissions mandate to both preserve what we have and forge the way ahead.

5) Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:

I am very familiar with every inch of Carmel, having walked and analyzed every street throughout my involvement in the address project. I have looked at every house, understand the interplay between residential and commercial and park areas, know all the streets, etc. This experience has informed and tempered my understanding of Carmel's essential character.

I have always been interested in planning and architecture and have personally been involved in designing a house from scratch, going through several renovation processes (including permitting, contracting, and oversight), including our present home in Carmel. I have the necessary familiarity to read architectural plans and elevations and consider materials lists, window schedules, etc. Over the last couple of years I have actively followed activities of the Planning Commission and City Council in relation to building, permitting, design guidelines, etc. I've engaged on both the ODDS and the design guidelines document and am currently involved with the Ad Hoc / Production Team for Residential Guidelines.

6) Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:

N/A

7) Education:

Institution	Course of Study	Degree Year(s)
Westmont College	BA English	1982
University of Notre Dame	MA English	1983
George Mason University	PhD Education	2000

8) Employment Experience (start with most recent):

Organization: Carmel by the Sea Library	
Position: Asst Librarian (laid off at beginning of COVID pandemic)	Year: 2020
Organization: Intelligent Automation, Inc.	
Position: Research Scientist	Year: 2003-2008
Organization: George Mason University	
Position: Asst. Professor, Graduate School of Education	Year: 2000-2003

9) Prior public service, civic or volunteer activities:

Organization: Carmel by the Sea Address Group	
Position: Designer address scheme, field research, verification, etc.	Year: 2025
Organization: Hands on Science (volunteer after-school science program)	
Position: Elementary School Science Teacher	Year: 1998-2007
Organization: US Peace Corps, Sri Lanka	
Position: Peace Corps Volunteer (ESL Teacher and Teacher Trainer)	Year: 1983-1985

[redacted]
Signature

4/7/2026
Date

Citizen knowledge, interest and participation are vital ingredients to the delivery of high-quality public services. The richness that comes from citizens serving in advisory roles to the City Council contributes to making Carmel by the Sea the special place it is.

The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

City of Carmel-By-The-Sea

MAR 26 2026

Office of the City Clerk

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

In accordance with the Public Records Act, submitted applications and attachments are considered public records and will be disclosed upon receipt of a public records request. Applications may also be published (with signatures and personal contact information redacted) in the agendas of relevant meetings of the City Council, boards and commissions.

Submit application to the City Clerk's Office via email at cityclerk@ci.carmel.ca.us. You may also drop it off at City Hall, located at East side of Monte Verde Street, between Ocean and Seventh Avenues or mail to PO Box CC, Carmel-by-the-Sea, 93921, attention: City Clerk's Office.

Full Name Nathan R. Smith **Date** 3/26/26

Residence Address [redacted] **City** Carmel **Zip** 93921

Mailing Address [redacted] **City** [redacted] **Zip** 94556

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	X
Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** 4 years

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes X_____ No_____

4) **Reason for Interest in the Position:**

I am interested in the position on the Building Code of Appeals because I value thoughtful, community focused decision-making that preserves the character, safety, and long-term sustainability of the city. As a professional Fire Captain and Paramedic with over 15 years experience, I have seen firsthand how planning, infrastructure, and environmental considerations directly impact public safety, emergency response, and community resilience; particularly in coastal and wildfire-prone areas like Carmel.

5) **Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:**

I bring a combination of public safety leadership and private sector strategic experience that aligns well with the mission of Carmel's boards and commissions. As a Firefighter/Paramedic, I have extensive experience in risk assessment, emergency operations, incident command and community prevention. My background includes wildfire mitigation, building and fire code familiarity, and how land use, access, and infrastructure design affect emergency response capabilities and community safety.

In addition, my prior experience as a marketing manager in the Silicon Valley semiconductor industry has given me a strong foundation in strategic planning, stakeholder communication, and balancing competing priorities. I am motivated to contribute these perspectives to help the City make informed, balanced decisions that support both preservation and responsible growth.

6) **Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:**

I am not currently affiliated with, nor do I serve as an officer or director of any local associations, boards, commissions, foundations, or companies with investments that would present a conflict of interest.

7) Education:

Institution	Course of Study	Degree Year(s)
University of Michigan	BA Economics	1996

8) Employment Experience (start with most recent):

Organization: San Ramon Valley Fire Protection District	
Position: Fire Captain/Paramedic	Year: 2011-Current
Organization: Bi-County Ambulance	
Position: EMT-Paramedic	Year: 2009-2011
Organization: Maxim Integrated Products	
Position: Marketing Manager	Year: 1996-2009

9) Prior public service, civic or volunteer activities:

Organization: LMYA	
Position: Youth Sport's Coach	Year: 2013-2016
Organization: JMPTA	
Position: Treasurer	Year: 2015-2016
Organization: IAFF Local 3546	
Position: Shift Representative	Year: 2022

[redacted]

Signature

3/26/26

Date

Citizen knowledge, interest and participation are vital ingredients to the delivery of high-quality public services. The richness that comes from citizens serving in advisory roles to the City Council contributes to making Carmel by the Sea the special place it is.

The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

lives in city

ATTACHMENT 2

City of Carmel-By-The-Sea

APR 07 2026

Office of the City Clerk

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

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Submit application to the City Clerk's Office via email at cityclerk@ci.carmel.ca.us. You may also drop it off at City Hall, located at East side of Monte Verde Street, between Ocean and Seventh Avenues or mail to PO Box CC, Carmel-by-the-Sea, 93921, attention: City Clerk's Office.

Full Name Orsolya Nora Teodorovic **Date** 04/06/2026

Residence Address [redacted] **City** Carmel by the Sea **Zip** 93921

Mailing Address [redacted] **City** Carmel by the Sea **Zip** 93921

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	
Community Activities Commission (meets second Tuesday of each month at 5:30 a.m.)	X
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m. Tour of inspection at 1:30 p.m.)	X
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	X
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** less than a year

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes x_____ No_____

4) Reason for Interest in the Position:

I am interested in applying for several Board and Commission positions because I have a genuine aporeciation for Carmel-by-the-Sea and a strong desire to give back to the community in a meaningful way. Carmel' s beauty, history, and sense of place make it truly unique, and I would welcome the opportunity to help protect and strengthen those qualities through public service.

I enjoy thoughtful collaboration and believe local boards and commissions play an important role in shaping the future of the city while honoring what makes it so special. I would be excited to contribute my time, energy, and experience in service to Carmel and its residents.

5) Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:

I offer over 25 years of professional experience in healthcare, where I built strong skills in communication, collaboration, strategic thinking, and responsible decision-making. My work required balancing different perspectives, maintaining professionalism, and staying focused on service and outcomes.

I have also volunteered for more than 15 years with a variety of nonprofit organizations, which has deepened my commitment to community service and given me experience supporting programs, events, and mission-driven initiatives.

These experiences would be especially relevant to my interest in the Community Activities Commission, as I value opportunities to strengthen community engagement and connection. They also support my interest in the Forest & Beach Commission, given my appreciation for preserving Carmel' s natural environment, and the Harrison Memorial Library Board of Trustees, given the library' s important educational and cultural role. I would be honored to contribute my time, experience, and perspective in service to the Carmel community.

6) Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:

I do not currently have any local area associations, boards, commissions, foundations, or companies in which I have an investment or serve as an officer or director.

7) Education

Institution	Course of Study	Degree Year(s)
Hofstra University	Healthcare Policy and Management	Master Degree
Hofstra University	Pshychology	Bachelors of Arts

8) **Employment Experience (start with most recent):**

Organization: WellDyneRx	
Position: VP of Sales	Year: 2012-2021
Organization: CatalystRx	
Position: Director of Sales	Year: 2009-2010
Organization: PerscriptionSolutions	
Position: Strategic Partnerships - Enterprise Sales	Year: 2006-2009

9) **Prior public service, civic or volunteer activities:**

Organization: Save The Redwood League	
Position: Development Committee	Year: 2024
Organization: Encinal Yacht Club	
Position: Board Member	Year: 2023-2025
Organization: Orina Juniors Womens Club	
Position: Various board positions	Year: 2017-2025

[redacted]

Signature

04/06/2026

Date

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The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

MAR 09 2026 PM01:58

APPLICATION TO SERVE ON A CARMEL-BY-THE-SEA CITY BOARD OR COMMISSION

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Submit application to the City Clerk's Office via email at cityclerk@ci.carmel.ca.us. You may also drop it off at City Hall, located at East side of Monte Verde Street, between Ocean and Seventh Avenues or mail to PO Box CC, Carmel-by-the-Sea, 93921, attention: City Clerk's Office.

Full Name MARY JO WILLIAMS **Date** MARCH 5, 2026

Residence Address [redacted] **City** CARMEL **Zip** 93921

Mailing Address [redacted] **City** CARMEL **Zip** 93921

E-Mail [redacted] **Phone** [redacted]

Board or Commission Selection:

You may apply for more than one Board or Commission. Please note, however, that members shall not serve simultaneously on more than one Council-appointed Board or Commission.

Building Code Board of Appeals (meets on an as-needed basis)	
Community Activities Commission (meets second Tuesday of each month at 9:30 a.m.)	
Forest & Beach Commission (meets second Thursday each month at 2:30 p.m., Tour of Inspection at 1:30 p.m.)	
Harrison Memorial Library Board of Trustees (meets fourth Wednesday of each month at 9:00 a.m.)	X
Historic Resources Board (meets third Wednesday of each month at 4:00 p.m.)	
Planning Commission (meets second Wednesday of each month at 4:00 p.m., Tour of Inspection at 2:00 p.m.)	

1) **Will you be available to attend board/commission meetings regularly? Yes** X **No** _____

2) **How long have you lived in Carmel-by-the-Sea?** 8 years full time
7 years part time

3) All members of boards and commissions are subject to the Conflict of Interest laws of the State of California and are required to submit a Form 700 Statement of Economic Interests, within 30 days of assuming office. Form 700 must be filed annually thereafter, and within 30 days of leaving office as well.

In accordance with Assembly Bill (AB) 1234 and AB 1661 appointed members are required to attend Public Service Ethics Training and Harassment Prevention Training upon appointment and every two years thereafter.

Do you agree to file all required statements and complete training in a timely manner as prescribed by law or the City's Conflict of Interest Code? Yes__X__ No_____

4) **Reason for Interest in the Position:**

I have been on the Library Board of Trustees for one term. I am currently serving as president of the board. I have enjoyed the work, and would like to continue as a trustee. I am involved in the renovation project working group, and would like to see this project to a successful conclusion.

5) **Please list any relevant qualifications or experience you possess that would enhance the mission and goals of the board(s) or commission(s) for which you are applying:**

My prior leadership roles required collaboration, innovation and establishing excellent working relations with many different groups - and often many different interests - to achieve successful outcomes. This experience has benefitted me in my role as trustee.
I am also a big fan of libraries and am a "super user." I have a high interest in keeping our library relevant and thriving.

6) **Please list any local area associations, boards, commissions, foundations, or companies in which you have an investment, or serve as an officer or director:**

none

7) Education:

Institution	Course of Study	Degree Year(s)
Santa Clara University	Spanish, minor Italian & English Literature	1973
City College of San Francisco	Nursing	AA 1976
Golden Gate University	Masters in Business Administration	1996

8) Employment Experience (start with most recent):

Organization: The Permanente Medical Group, Kaiser Permanente, Oakland, CA	
Position: Managing Director, Medical Group Support Services	Year: 2006 - 2018
Organization: The Permanente Medical Group, Kaiser Permanente, Oakland, CA	
Position: Regional Director of Nursing Practice	Year: 2004 - 2006
Organization: The Permanente Medical Group, Kaiser Permanente, Richmond, CA	
Position: Director of Nursing Practice & Assistant Medical Group Administrator	Year: 2000 - 2004

9) Prior public service, civic or volunteer activities:

Organization: Kaiser Permanente School of Allied Health Services	
Position: board member	Year: 2016 - 2018
Organization: Monterey County Dept. of Public Health	
Position: Volunteer Registered Nurse	Year: 2021 - 2022
Organization: Monterey County Public Library	
Position: adult literacy mentor	Year: 2023 - 2024

[redacted]
Signature

March 5, 2026
Date

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The City of Carmel-by-the Sea thanks you for your interest in serving on a City board or commission!

MARY JO WILLIAMS, RN, MBA

Mary Jo is the former Managing Director of Medical Group Support Services for The Permanente Medical Group (TPMG). In this capacity, Mary Jo was the outpatient Nursing Leader for the Northern California Region of Kaiser Permanente. She had accountability for the scope of nursing practice of the thousands of outpatient Registered Nurses, Nurse Practitioners, Certified Nurse Midwives, and Nurse Anesthetists working across multiple settings of Kaiser Permanente, including medical offices and the call centers, and a liaison role to the Physician Assistants working for the Physicians of TPMG. In addition, she had accountability for defining the appropriate roles for LVNs, Medical Assistants and other support staff employed by TPMG.

Mary Jo had a key leadership role in labor relations with the California Nurses' Association and other labor unions, representing TPMG leadership. With her physician partners, she led numerous clinical and nonclinical regional initiatives to improve performance and to address changes in legislation. She participated and helped lead responses to other issues affecting the region as a whole, such as disaster preparedness and response.

Mary Jo retired in 2018, and is enjoying her more relaxing life on the Central Coast.

Employment history

French Hospital and Health Plan, 1976 – 1989

Various roles – hospital staff RN, outpatient offices RN, primary care manager

The Permanente Medical Group, Kaiser Permanente

San Francisco Medical Center, 1989 – 2000

Unit Manager, then Service Director for the OBGYN Outpatient Department

Richmond Medical Center, 2000 – 2004

Director of Nursing Practice and Assistant Medical Group Administrator

Regional Offices, 2004 – 2018

Regional Director of Nursing Practice 2004 – 2006

Managing Director, Medical Group Support Services, 2006 – 2018

Salud Para La Gente, 2024

Nursing Practice Consultant

Education

Santa Clara University, 1973

Bachelor of Arts Degree, Spanish

Minor in Italian and English Literature

City College of San Francisco, 1976

Associate of Arts Degree, Nursing

Golden Gate University, 1996

Masters of Business Administration, emphasis in Health Care

Volunteer Work

Kaiser Permanente School of Allied Health

Board Member 2016-2018

Monterey County Public Health Department

Volunteer Registered Nurse, Covid Immunization Clinics , 2021-2022

Monterey County Public Library

Adult Literacy Tutor, 2022-2024

Carmel By the Sea

Harrison Memorial Library Board of Trustees member (currently President of the Board), 2023-present

CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
CONSENT AGENDA

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Mary Bilse, Environmental Programs Manager

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: Letter authorizing the County of Monterey to execute all documents necessary to continue implementing the annual Used Oil Payment Program on behalf of the City during Fiscal Year 2026/27

RECOMMENDATION:

Authorize the Acting City Administrator to send a letter authorizing the County of Monterey to execute all documents necessary to continue implementing the annual Used Oil Payment Program on behalf of the City during Fiscal Year 2026/27

BACKGROUND / SUMMARY:

For over 15 years, the Monterey County Environmental Health Bureau has successfully collaborated with the City and other local municipalities to implement a countywide Used Oil and Filter Recycling Program. This program is funded by an Oil Payment Program (OPP) grant from the California Department of Resources Recycling and Recovery (CalRecycle). The Monterey County Environmental Health Bureau has served as the administrator of the OPP on behalf of all cities and the unincorporated area of the County, resulting in the leveraging of resources and consistency in outreach efforts.

In FY 2024/25, the County collected 152,356 gallons of oil and 14,209 used oil filters for proper disposal. The County also ran 800 ads through various media outlets, including radio, newspaper and online. In addition, the filter exchange program paid for 142 filters for residents that were given vouchers when recycling used oil filters during Community Clean Up Days. Additional program highlights are included in the County's letter to the

City (**Attachment 1**). In order to continue this successful partnership, the City must provide a letter each year (**Attachment 2**) authorizing the Monterey County Environmental Health Bureau to act as the lead agency to administer the OPP 17 Program Cycle.

FISCAL IMPACT:

The program is funded by a CalRecycle grant and does not impact the City's budget.

PRIOR CITY COUNCIL ACTION:

Council authorized sending similar letters on July 6, 2021, June 6, 2022, July 11, 2023, July 9, 2024, and June 2, 2025 to continue the Used Oil Program.

ATTACHMENTS:

1. Letter from Monterey County Department of Health and Annual Report for FY 24/25
2. Draft Letter to Monterey County from City Adminitrator

Docusign Envelope ID: DD0E6CFD-B64A-80C8-83A6-740AEC33CE2D

County of Monterey
HEALTH DEPARTMENT
Elsa Mendoza Jimenez
Director of Health Services

1270 Natividad Road
Salinas, CA 93906
O: 831 755 4500
F: 831 755 4797

May 7, 2026

Brandon Swanson
City Administrator
City of Carmel-by-the-Sea
PO Box CC
Carmel-by-the-Sea, CA 93921

Dear Mr. Swanson:

Each year the Monterey County Environmental Health Bureau (EHB) requests a letter of authorization from the City Administrator or designee authorizing the County of Monterey to execute all documents necessary to continue to implement the annual Oil Payment Program Cycle 17 (OPP17) on your city's behalf. A sample letter is enclosed for your convenience. **We request that you return the signed authorization letter to our office by June 6, 2026,** to ensure timely submittal to CalRecycle.

For over 15 years, the EHB has administered a successful countywide Used Oil & Filter Recycling Program on behalf of all cities and the unincorporated area of Monterey County. The Program is funded by a grant from the California Department of Resources Recycling and Recovery (CalRecycle) and supports used oil and filter recycling activities throughout the County. Enclosed is the FY 2024-2025 Annual Report Summary detailing the activities, outreach events and volume collected as a result of this program. Below are a few highlights of program activities:

- Ran over 800 ads in English and Spanish through various media outlets.
- Filter exchange program paid for 142 filters for residents that were given vouchers when recycling used oil filters during Community Clean Up Days.
- Collected 152,356 gallons of used oil and 14,209 used oil filters.

Continuing to pool funds allows both the Cities and County to continue to achieve greater efficiencies by maximizing resources, allowing consistency in outreach efforts, and preventing duplication of labor. I look forward to continuing working with your city in providing used oil and filter recycling services to our community.

Please contact Recycling Services at (831) 755-8907 should you need further information regarding this program.

Sincerely,

DocuSigned by:
Ricardo Encarnacion
FA7D0801CF154E7...

Ric Encarnacion, REHS, MPH
Bureau Chief, Environmental Health Bureau

Enclosure: Sample authorization letter

Docusign Envelope ID: B326E22D-F4F7-4811-AECF-5BF48EC51B95

Annual Report Summary

Recipient/Jurisdiction: Monterey County
Status: Open
Fiscal Year: 2024-25
Program Advisor: Xiong, Jeremy

Oil Collection Type	Oil (Gallons)	Oil Filters
Certified Collection Centers	106,771	
PHHW and ABOPS	28,680	8,250
Residential Collection	16,905	5,959
Oil Collection Total:	**152,356**	**14,209**

Expenditures

PAYMENT NUMBER : OPP14-23-0251

	AVAILABLE BALANCE	79,155.87
Administration	Indirect / Overhead Cost	7,195.99
	Personnel	22,978.46
Collection	Curbside (allow resident	7,255.60
Education	Other	1,159.63
	Radio Ads	14,000.00
Materials/Construction	Oil Containers	24,249.59
	Oil Tanks	2,316.60
	REMAINING BALANCE	0.00

PAYMENT NUMBER : OPP15-25-0251

	AVAILABLE BALANCE	93,171.00
Administration	Indirect / Overhead Cost	1,430.90
	Personnel	7,566.39
Collection	Curbside (allow resident	2,868.16
Education	Other	599.65
	Radio Ads	1,000.00
Materials/Construction	Oil Funnels	2,274.80
	REMAINING BALANCE	77,431.10

Program Highlights

Theme: One of the main activities of the Used Oil Program is to promote/increase used oil filter collection. What activities did you conduct to increase used oil filter collection?

The County of Monterey Used Oil and Filter Recycling Program provides outreach and education to residents of Monterey County on how to recycle used oil and filters. Monterey County Environmental Health (MCEH) placed radio advertisements, conducted 29 site visits to local Certified Collection Centers (CCC's), hosted 7 filter exchange events, purchased DIY kits, and continued to cover the cost of used oil and filter curbside collection. The program also continues to cover the cost of maintenance and repairs of oil tanks at various oil collection sites.

• Paid for 811 – 15 second radio ads both in English and Spanish radio iHeart Radio on the Total Traffic & Weather Network focusing on the residential and curbside collection programs. Advertisements are played on KDON 102.5, KION 101.1FM, KOCN 105.1, KTOM 92.7 and La Preciosa KPRC.
• Paid for 152 oil filters for residents that received vouchers when they recycled used oil filters at filter exchange events.

Did you increase or decrease used oil and filter collection compared to last year? How much and why?

The total gallons of used oil collected in 2024: 152,356 gallons. This was an 8% decrease compared to 166,391 collected in 2023. The total number of used oil filters collected in 2024 was 14,209, representing an almost 50% decrease compared to the 28,153 collected in 2023. The decrease in used oil and filter collection data could be due to the following:

• Residents are encouraged to recycle used oil at the curbside; however, many residents recycle their used oil and filters at local CCCs, this method does not let us capture and report data for used oil filter collection
• As of July 2023, we are no longer collecting used oil and filters from the Ag industry and the marinas (Moss Landing Harbor and Monterey Bay Boat Works).

Oil Collection at CCCs increased by 3%, 106,771 collected in 2024 compared to 103,622 collected in 2023. Filter data is not reported by CCCs.

Collection at PHHW/ABOP's increased by 81% for used oil collection and increased 7% in filter collection. The increase in filters collected is mainly because information on HHW disposal is listed on Monterey County's website, as well as the HHW collection sites' webpages. Also, when staff tables at community clean-up events, direct outreach on HHW is provided to the public.

Used oil collection for the Curbside program decreased by 12% and decreased by almost 4% for filter collection. MCEH staff placed radio advertisements for the curbside program, and local waste haulers also include used oil curbside collection in their quarterly newsletters. The program provides containers and filter bags to haulers. Staff used the manifest data provided by Bayside Oil, our used oil hauler, and contacted local waste haulers directly to obtain used oil collection at the curbside.

Were there any program changes from this year to last year?

Compared to 2023, MCEH amended its contract with Bayside Oil so that we no longer pick up used oil and filters from the Ag Industry and the marinas (Moss Landing Harbor and Monterey Bay Boat Works). This decision was made due to the decrease in OPP program funding from CalRecycle. In 2024, MCEH decided to focus on funding curbside collection, providing used oil kits, education and outreach, as well as hosting filter exchange events for residents of Monterey County.

If you dropped a program or method, why do you think it didn't work?

MCEH did not drop a program or make changes to the program in 2024.

What program or method has worked best for you?

Hosting filter exchange events has worked best for providing direct education and outreach to residents who are do-it-yourselfers. During these events, residents have access to Monterey County staff and can ask questions or address concerns about the used oil and filter collection program.

Did you develop any best practices or techniques to share with other grantees?

Not at this time.

What can CalRecycle do to help you? Or what would you like to see modified to better assist you?

The County of Monterey would like to collaborate with Certified Collection Centers (CCC) more often to gather their oil filter collection with the help of CalRecycle.

Annual Report Certification

"I certify under penalty of perjury, under the laws of the State of California, that I have read the Oil Payment Program (OPP) Guidelines (Guidelines), that the submitted Annual Report and Expenditure information is correct, and that all funds received under the OPP have been expended in accordance with the Guidelines."

X DocuSigned by: C7A30BA59CA8423... 8/13/2025 | 10:35 AM PDT

Signature of Signature Authority (as authorized in Resolution) or Authorized Designee (as authorized in Letter of Designation) — Date

Elsa Jimenez

Print Name

IMPORTANT! Recipient must print out this page, obtain Signature of Signature Authority, upload signed document to the LoGOPP system, and retain the original document in Recipient's cycle file.

City of Carmel-by-the-Sea
DEPARTMENT OF PUBLIC WORKS
POST OFFICE BOX CC
CARMEL-BY-THE-SEA, CA 93921
(831) 620-2070

June 3, 2026

Mr. Ric Encarnacion, REHS, MPH
Bureau Chief of Environmental Health Bureau
County of Monterey
1270 Natividad Road
Salinas, CA 93906

Subject: Authorization Letter for the Used Oil Payment Program 17th Cycle, FY 2026/27

As the Acting City Administrator of the City of Carmel-by-the-Sea, I am authorized to contractually bind the City of Carmel-by-the-Sea. Pursuant to this authority, I hereby authorize the County of Monterey to submit a regional application and act as Lead Agency for the Used Oil Payment Program Cycle 17 for Fiscal Year 2026/27 on behalf of the City of Carmel-by-the-Sea.

The County of Monterey is hereby authorized to execute all documents necessary to implement the grant under the Used Oil Payment Program Cycle 17 (OPP 17).

For any questions, please contact Mary Bilse, Environmental Programs Manager, at 831-620-2078.

Sincerely,

Brandon Swanson
Acting City Administrator
P.O. Box CC
Carmel-by-the-Sea, CA 93921

Cc: Shari Carlet, Acting Director of Public Works
Mary Bilse, Environmental Programs Manager

DRAFT

CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
ORDERS OF BUSINESS

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Todd Trayer, Police Chief

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: Receive a Presentation regarding Parking Management through paid parking and provide direction to staff

RECOMMENDATION:

Receive a Presentation regarding Parking Management through paid parking and provide direction to staff

BACKGROUND / SUMMARY:

Executive Summary

The City of Carmel-by-the-Sea has periodically explored managed parking and paid parking concepts over the past several decades in response to ongoing concerns related to parking availability, congestion, visitor circulation, and traffic flow within the village. Multiple studies, pilot programs, and public outreach efforts have been conducted over the years, with varying levels of public support and implementation success.

This report provides a brief history of prior managed parking efforts, summarizes existing parking conditions within key areas of the City, and outlines potential benefits and challenges associated with a modern paid parking management program. The report also discusses current technology options, operational considerations, estimated implementation costs, potential program carve-outs, and additional potential program options that could be considered should the City Council wish to pursue additional analysis.

The intent of this discussion is to evaluate whether a managed parking approach could improve parking turnover, increase parking availability, reduce circling traffic, and enhance the overall visitor and resident experience while remaining consistent with the character of Carmel-by-the-Sea, not solely a conversation about revenue generation.

At this time, staff is seeking general direction from the City Council regarding whether further research and analysis related to a managed parking program should be pursued, and if so, provide staff with additional direction on specific geographic areas and operational approaches to focus on (e.g.: where, how many spaces, and why type of system).

Discussion

History:

In 1999, at the recommendation of a Parking Committee, the City of Carmel-by-the-Sea contracted with Walker Parking Consultants to conduct a parking study for the City (**Attachment 1**). The resulting study provided ways for the City to regulate parking and impact traffic in the city through a managed paid parking program.

The Walker studies found:

- Carmel-by-the-Sea parking was among the highest occupancy observed in all of California.
- There is sufficient parking, but an imbalance between on and off-street lots.
- Visitors were likely to have difficulty finding parking.
- Significant traffic for those who search for parking.
- Parking management would reduce visitor frustration and congestion.
- Spaces for visitors likely occupied by employees of businesses in Carmel-by-the-Sea.

In 2002, the Planning Commission unanimously approved the implementation of paid parking in the business district based on recommendations from the Walker study. The plan was to install meters on city streets and charge $0.50 cents per half hour with unlimited parking for residents who purchased a $60 residential sticker. This plan also allowed for employees to purchase a $5.00 permit to park in designated employee-only parking areas.

Greg D'Ambrosio - Assistant City Administrator, was quoted in the September 13-19 2002, Pine Cone as saying; *"It raises substantial money (as much as $1.5 million net for the City), and manages many of the historical problems with traffic congestion, noise and other things that have bothered the community and residents for years and years."* Although the City set up two streets with meters as a test program to demonstrate the effectiveness of paid parking, the City ended up removing them and not proceeding with permanent implementation after heavy criticism and opposition

from the community. There was considerable pushback due to the high costs for residents and the aesthetics of the “135 parking stations”. ~The Carmel Pine Cone, September 13, 2002, P.1 & 19.

In 2012, once again, the City Council began to take steps to try and improve downtown traffic and parking issues by approving a $233,000 Capital Improvement Plan to address congestion and parking in the village. In 2013, with those funds, the City again hired Walker Parking Consultants to assess the City’s current traffic and parking issues and provide analysis to the City. The 2013 Walker report (**Attachment 2**) offered recommendations to the City for addressing the traffic and parking concerns at the time, which were similar to those mentioned in the 1999 report. The recommendation by Walker was to remove the paid parking in the North Lot of Sunset Center and install paid parking downtown. The Council approved a pilot program to gauge the effectiveness of paid parking. The pilot program consisted of a single meter placed mid-block along each of the ten blocks lining Ocean Avenue. City staff and Council in anticipation of the pilot program conducted multiple public workshops on paid parking as well as stakeholder outreach with businesses through face to face communication and partnering with the Carmel Chamber of Commerce. To aid employees, business owners and visitors, all day free parking spaces were created in areas surrounding the business district. This included the removal of the paid parking in the Sunset Center North Lot.

Ultimately, in early 2014, the City Council granted final approval for moving forward with the parking pilot program to include 10 kiosks placed along Ocean Avenue. During the pilot program, the City contracted with concierge personnel to walk along Ocean Avenue and assist motorists with the use of the kiosks. During the pilot program, a significant amount of time was spent to educate users, employees, and business owners. It is important to note that the intent of the 2014 paid parking pilot program was to increase traffic flow, minimize traffic and reduce the number of parking citations being issued to visitors (Council had previously raised the issue about the number of visitors receiving a $25.00 citation for violating parking time limits in the village). Once again, public opposition was strong and was a significant factor in the removal of paid parking. In late 2014, the decision was made to eliminate parking meters from the business district and not complete the pilot program as a result of a number of business owners and residents who objected to the City installing paid parking. The parking meters in the Sunset Center North lot, which were removed as part of the pilot program to ensure adequate free parking, were never reinstalled. This resulted in an approximately $163,000 loss per year in revenue for the city. Council then adopted an increase in parking fines from $25.00 to $40.00 for overtime parking violations.

In 2024, the City of Carmel-by-the-Sea facilitated the (PACT) Parking and Congested Traffic Program in an effort to inform residents of a managed parking program and seek feedback through meetings, surveys, and presentations. https://ci.carmel.ca.us/pact-program

A brief of a business survey conducted by MRG Facilitator Brian Uhler and the

Chamber of Commerce Executive Director (**Attachment 3**) as part of the PACT Program found):

- 69% surveyed felt Carmel-by-the-Sea's 2 hours parking made customers feel rushed.
- 53% felt a $2 fee was reasonable at that time.
- 61% felt a 10 a.m. start time for enforcement was appropriate.
- The majority surveyed voted for 3 to 4 kiosks/pay stations

The Carmel Residents Association (**Attachment 4**) had a mixed response to a paid parking program survey they conducted in 2023. Then, 68% were not "OK" with the proposed parking management program.

The paid parking program that was discussed as part of the PACT Program never came to fruition.

Existing Conditions:

Currently, parking in the City of Carmel-by-the-Sea primarily operates under a traditional free-parking model with exceptions for tour bus parking on Junipero Avenue. Spaces are either all day, or time-limited (e.g.: " 2 hour or 30-minute zone"). Generally, the two areas of the city that see the most visitor use are the greater commercial area between 8th and 6th Avenues, and the areas which provide the best beach access. Given the transient nature of these two areas, they could be the most appropriate locations to consider additional parking regulations, including paid parking. The following is a breakdown of available parking in the currently proposed focus area. This does not represent all parking in Carmel-by-the-Sea.

Core Commercial Area (Generally Junipero St. to Monte Verde (East to West); 5th Ave to 8th Ave. (North to South) These numbers are approximate:

(701) Standard 2 hour parking limit
(68) - Vista Lobos parking lot
(135) - Sunset Center North parking lot (212 total spots at the overall Sunset Center)

Potential Benefits and Challenges:

It should be noted that the intent of a managed parking program is traffic flow management, turnover, space availability, and reducing circling traffic. This program is not centered solely on revenue generation.

Paid parking is a complex topic. The following is a summary of the most compelling potential benefits and challenges. If the City Council wishes to further pursue a paid parking program, staff will more deeply explore the areas discussed below, along with others that may arise during research and analysis.

Benefits - Depending on the scope and scale, implementation of a paid parking program could potentially supplement City revenues annually by over two-million dollars ($2M), contingent on pricing structure, occupancy rates, and enforcement models. This estimate is based on calculations from the previous Walker Parking reports and contemporary hourly charges. This additional revenue could be used by the City Council to improve services to residents, pay down the City's unfunded liability, maintain strategic reserves, fund deferred capital maintenance projects, or numerous other items to benefit the City of Carmel-by-the-Sea. In addition to fiscal benefits, the Walker studies point out that paid parking, as a parking management system, can also help to ease congestion and availability issues in high demand parking areas. Walker concludes that paid parking should not be viewed only as a generator of revenue, but should also be viewed as a way to ensure the availability of parking spaces when and where people need them. The report states that the biggest issue is typically not a lack of parking spaces but an uneven distribution of the demand for parking spaces, which in some cases can be resolved through a paid parking system.

Challenges - Enacting a paid parking program would not be without challenges. First, as evidenced by previous attempts to implement a program, community consensus has historically not existed regarding the best approach. To be successful, a paid parking program has required a great deal of stakeholder outreach and public hearings. Second, a paid parking program also poses regulatory challenges should the Council wish to expand the program to the Del Mar beach parking area (approximately 112 additional spots). The Coastal Access and Recreation Element of the City's General Plan (Sections G4-1, P4-1, P4-7, P4-44) and the Zoning Title (Section 17.20.180) contain language about retaining free parking and access to the beach.

In prior years, City staff reached out to Coastal Commission staff for some preliminary feedback on the concept of paid parking, particularly along the beach. In the past, when paid parking was being considered, the Coastal Commission staff felt that converting spaces near the beach to paid parking would be generally inconsistent with the City's Local Coastal Program (LCP), and would not be supportive of the concept without significant mitigations to offset the reduction in free coastal access. For example, Coastal Commission staff has previously stated that if 100% of the revenue generated by the paid parking went to improve the beach overlay area of the city it may be more supportable (e.g.: pathway maintenance, landscaping, restroom maintenance, construct boardwalk from Del Mar to 8th Avenue, etc.). Because of this, staff does not recommend starting a program at Del Mar or along Scenic if Council wishes to move forward with some kind of program. These areas could be assessed should the City Council wish to expand an established managed parking plan later in the future.

Finally, execution of the program itself could pose challenges from the perspective of how to actually charge people for parking. If not done properly, parking pay stations could be unsightly and inconsistent with the character of the village. Technology is available that allows transactions to take place completely via smart phones, which removes the need for excessive numbers of physical pay stations, but introduces challenges when members of the public may be unfamiliar with or not have access to

certain levels of technology.

Managed Parking Additional Costs

Current California accessibility and payment regulations generally require some form of physical payment option to accept payment. This means that solely smartphone-implemented systems will still require some option for a community member to pay at a pay station, especially to remain accessible for those without smartphones or who require accessibility, such as ADA compliant payment options. See **Attachment 5** - California Vehicle Code Section 22508 (e).

Initial costs generally run approximately $8,750 per pay station, which today includes a series of normal fees, taxes, and potential tariff charges. The footprint for a pay station is smaller than in years past and as technology advances, and is likely to become even smaller. After year 2 of a program, operating costs move to approximately $5,000 per year for the service of these pay stations. The other services offered by companies usually come out of a transaction fee that is paid by the user (not the City) which averages from 0.40 cents to 0.45 cents, depending on the vendor.

The main additional costs are the parking compliance functions. The presentation by staff will cover the current intake of parking citations over the past years. This report touches on the option for Carmel-by-the-Sea City Council to potentially evaluate the City's current $40 citation fee. For example, as of this report, the standard fee for a timed-spot violation in the City of Monterey is $48. These fees help capture the time, equipment, personnel expenses used in Carmel-by-the-Sea's attempt to keep parking transitions flowing.

Options:

As previously mentioned, staff is seeking a "yes" or "no" direction from the City Council at this point as to whether the merits of a parking management program through paid parking should be analyzed in detail and brought back to Council. There are options that the Council needs to consider and provide direction regarding the type of program the City may be interested in. These options will help to focus staff time if there is a desire to pursue a program. One goal, as we decipher a new managed parking plan, is to ensure there is no change in current parking for our Carmel-by-the-Sea residents. They currently have free 2 hour parking downtown and an additional hour of parking if they purchase a parking pass through the Police Department ($35) in this core parking zone.

1. Paid parking in the commercial area only – With two previously completed reports by Walker Parking Consultants, and subsequent pilot programs, parking in the commercial area of the City is by far the most well understood. This previous research would provide staff a solid foundation to begin working from. However, as with previous attempts, business owners and residents have not fully supported paid parking, stating publicly that it falls outside the unique character of Carmel. Based on the history of

those pilot programs, public support may continue to be a factor in the successful integration of paid parking in the commercial area. Recently, there has been renewed public interest in revisiting managed parking concepts from many residents and business owners. This presentation shows multiple options with one being approximately 701 spaces in the core downtown area.

2. This presentation also includes a smaller pilot program consisting of approximately 86 parking spaces. This pilot provides an additional perspective on the potential impacts of implementing a limited managed parking program, including considerations related to parking utilization, user experience, and the overall financial effects of the program.

3. Other – The City Council may wish to explore a differently focused paid parking program, geographic layout, or overall configuration. This could include exploring the Del Mar lot, and tackling the potential regulatory challenges associated with the Coastal Act.

4. Maintain the current approach and allow parking enforcement operations additional time to fully develop and stabilize before considering implementation of a managed parking program.

Direction

Staff is seeking the following direction:

- Is the City Council interested in staff moving forward with further research and analysis on the merits of a parking management through a paid parking program in the City of Carmel-by-the-sea?

FISCAL IMPACT:

Staff work associated with developing a program is included in the FY25-26 Operating Budget. Future costs of a parking management program are unknown, until the scope and scale of a program is defined by City Council.

PRIOR CITY COUNCIL ACTION:

ATTACHMENTS:

1. August 1999 Walker Parking Consultants - Multi-Space Meter Parking Study
2. 2013 Walker Parking Study
3. Carmel Chamber of Commerce business letter-survey
4. CRA Resident Poll August 2023 results
5. California Vehicle Code Section 22508
6. Parking Management Program Presentation Slides

WALKER
PARKING CONSULTANTS

MULTI-SPACE METER PARKING STUDY

CARMEL-BY-THE-SEA, CALIFORNIA

Prepared for:
SCHLUMBERGER
TEST & TRANSACTIONS
MUNICIPALITIES SOLUTIONS

DOWNTOWN CARMEL BY-THE-SEA
MULTI-SPACE METER PARKING STUDY

WALKER
PARKING CONSULTANTS

PROJECT #37-7106.00/AUGUST 12, 1999

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EXECUTIVE SUMMARY

- Walker Parking Consultants' field personnel conducted parking occupancy counts of all on-street parking spaces (Friday, May 22) and off-street spaces (Tuesday, June 22) in downtown Carmel-By-The-Sea. Peak occupancies reached 88% (on-street) and 70% (off-street).
- The occupancies recorded above would have been even higher on Saturdays or on summer weekdays.
- On-street parking is considered fully occupied when occupancies reach 90%, since it is harder to find the last spaces and motorists hunting for them can create traffic congestion.
- All of the parking in the downtown area (with the exception of the Sunset Center pay lot) is free and most of the spaces are limited to 90 minutes.
- Free parking encourages downtown employees to park in the close-in spaces and move their cars from space to space to avoid a parking citation. This prevents visitors to the downtown area from finding convenient parking.
- Many visitors (when they do find a convenient parking space) want to park longer than the 90 minute limit.
- We have recommended the installation of multi-space parking meters, which (in conjunction with providing permit parking areas for downtown employees) would accomplish the following goals:
    - Increase the availability of convenient downtown parking for visitors to the City;
    - Allow visitors to park for an unlimited time without the fear of receiving a costly parking citation;
    - Provide specific on-street and off-street parking spaces in less convenient areas of downtown for employees at a nominal fee ($5.00 per month);
    - Provide additional income that will allow the City to fund special programs for the benefit of the citizens of Carmel.
- We project that the net operating income from the multi-space meters will be approximately $1,692,000 per year.

DOWNTOWN CARMEL BY-THE-SEA

MULTI-SPACE METER PARKING STUDY

WALKER PARKING CONSULTANTS

PROJECT #37-7106.00/AUGUST 12, 1999

INTRODUCTION

With the authorization of the City of Carmel-By-The-Sea Parking 2000 Committee (Committee), Schlumberger, Test & Transactions, Municipalities Solutions, North America (Schlumberger) commissioned Walker Parking Consultants (Walker) to study the feasibility of installing multi-space meters in downtown Carmel.

Currently all on-street parking in the downtown area is free and most spaces are limited to 90 minutes from the hours of 10:00 a.m. to 6:00 p.m., seven days per week. Most of the on-street spaces are at or near capacity most of the time between the hours of 11:00 a.m. and 5:00 p.m. This problem is partially created by employees parking in the on-street spaces and moving their cars every 90 minutes (or whenever an enforcement officer is seen marking tires).

Walker reviewed previous parking studies completed for the City, reviewed citation history provided by the Police Department, reviewed sales tax information provided by the Chamber of Commerce, met with the Committee, conducted occupancy counts of the on-street and off-street parking, and surveyed comparable cities to determine how they regulated on-street parking.

STUDY AREA

The study area is bounded by 3rd Avenue on the north, Torres Street on the east, 10th Avenue on the South, and Camino Real on the west. A map of the area is provided in Figure 1 on the following page.

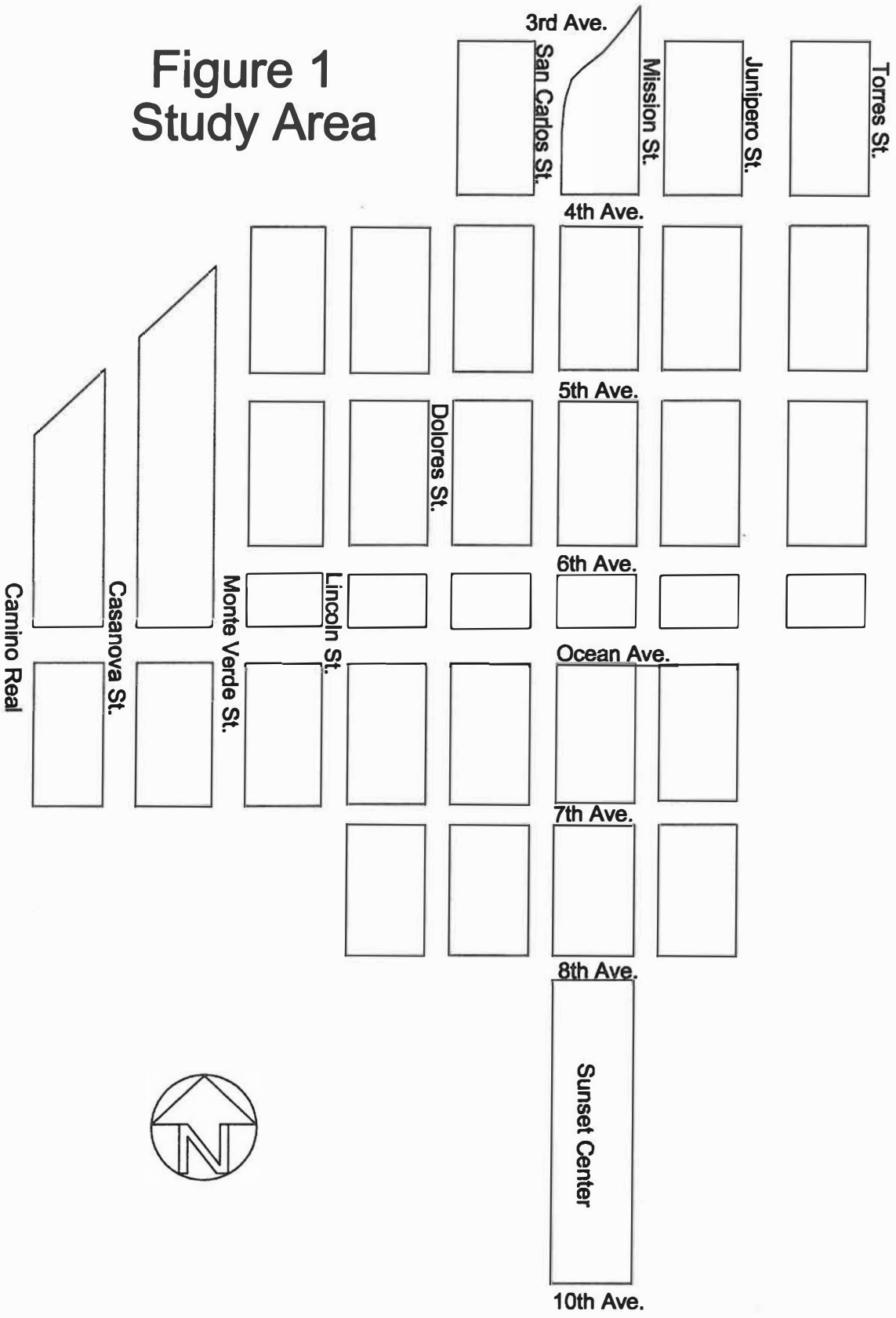
ON STREET PARKING OCCUPANCIES

On-street parking occupancy counts were conducted by Walker staff on Friday, May 21 at 11:00 a.m., 2:00 p.m. and 5:00 p.m. A spreadsheet showing the occupancy of each block face in the study area for the three counts is provided in Table A-1 of the Appendix. The following occupancies were recorded for the entire study area: 11:00 a.m. - 88%; 2:00 p.m. - 83%; and 5:00 p.m. - 77%. However, the central area of downtown bounded by 5th Avenue on the north, Mission Street on the east, 7th Avenue on the south, and Monte Verde Street on the west experienced even higher occupancies for the 2:00 p.m. and 5:00 p.m. counts. The following occupancies were recorded for this area: 11:00 a.m. - 85%; 2:00 p.m. - 85%; and 5:00 p.m. - 87%. (Please refer to Table A-2 of the Appendix for a breakdown by street.)

It should be noted that on-street parking is considered fully occupied when it reaches 90% occupancy. This is called the "effective supply" in traffic engineering terms. In other words, the patron may have to search for many minutes in order to find a vacant parking space.

Also, it should be noted that the occupancy counts were taken during a non-peak day and during the off-peak season.

Figure 1
Study Area



OFF STREET PARKING OCCUPANCIES

Occupancy counts were taken of all off-street parking facilities in the study area on Tuesday, June 22 between the hours of 12:30 p.m. and 3:00 p.m. In addition, three other off-street parking facilities outside the study area were counted. The off-street facilities and the number of spaces for each are provided on Figure 2 on the following page. The off-street parking facilities within the study area were 68% occupied. The three facilities counted that were not in the study area were 75% occupied. The total occupancy of the off-street parking facilities was 580 spaces or 70%. (Please refer to Table A-3 of the Appendix for a breakdown of occupancies by facility.)

TOUR BUS PARKING

Carmel has a total of 10 bus parking spaces located between Ocean Avenue and Seventh Avenue along Junipero Street that are used by tour buses. The spaces are free to the tour bus companies; however, the amount of time for which they may park is restricted to three hours.

SURVEY OF COMPARABLE CITIES

Walker conducted a telephone survey of comparable downtown areas to determine what their policies were regarding on-street, employee and tour bus parking. The complete results of the survey are provided in Table 1 on the following page.

REASONS FOR INSTALLING PARKING METERS

The major motivational factor for most cities that install metered parking is to free-up close-in parking spaces for visitors and shoppers. In order to accomplish this, area employees must be forced to park on the fringe of or outside the downtown area. Merely posting the streets with a one hour, ninety minute or two hour limit does little to keep employees from parking in front of their respective stores. If employees do not see an enforcement officer drive by marking tires, they can park for free and do not have to move their vehicles. If an enforcement officer does mark the vehicle tires on their street, they have from that time until the amount of time allowed (one hour, two hours, etc.) to move their vehicles to another on-street parking space.

The installation of meters deters employees in two ways. First, the cost (even though reasonable for short term stays) becomes expensive over an eight hour day. Second, the enforcement officer does not have to mark tires; therefore, employees have no warning and have to pay the meter each time they park to avoid a citation.

Figure 2
Off-street Parking Facilities

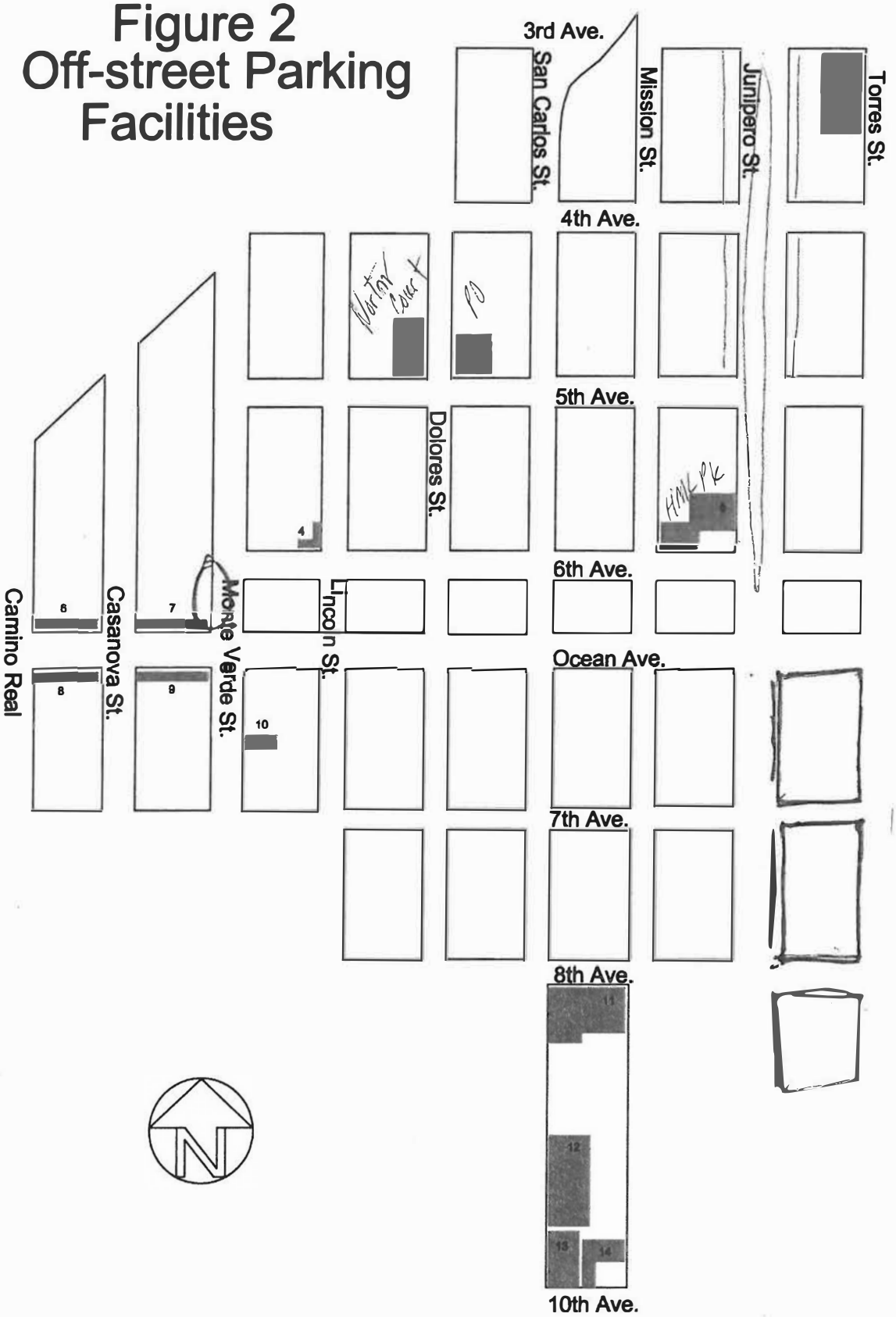


Table 1: Survey of Comparable Cities

City	On-Street Parking	Off-Street Employee Parking	Bus Parking
Santa Cruz	Meters - 1 hr, 2 hrs, 3 hrs, 4 hrs & 8 hrs - .15 + .75 per hour	$16 to $31 per month	Free
Monterey	Meters - 1 hr, 2 hrs, 12 hrs - .25 per hour	$32.50/month, $90/quarter, $324.60/year	Free
Solvang	Free - unlimited time	Free	Free
Pacific Grove	Free - 2 hrs	$65/six months; $120/year	None provided
Newport Beach	Free - 1 hr, 2 hr & 4 hr Meters - .25, .50 and $1.00/hr, various time limits	Free	$14/day
Laguna Beach	Meters - .25 ea. 15 minutes, various time limits	Free	$10/day
Capitola	Free - 2 hrs Meters - .25 ea 25 minutes, various time limits	None	$6/day
Sausalito	Meters - $1.00/hr various time limits	$216/Quarterly	$6/day
La Jolla	Free - 1 hr, 2 hrs, 4 hrs, unlimited	None	None provided

The installation of meters will not only open up additional parking spaces to area visitors, it will allow them to park for more than ninety minutes. The latter will be a tremendous aid to visitors who wish to spend an extended amount of time dining and shopping in the downtown area.

A secondary reason for installing parking meters is that the net income generated from the meters will allow the City to fund programs that will benefit the residents of Carmel. (Income, capital expense and operating expense projections are provided in a later section of this study.)

HOW DO MULTI-SPACE METERS WORK?

Multi-space meters work on basically the same theory as traditional parking meters. However, instead of installing one parking meter per parking space, it is only necessary to install one to three meters per block face. After parking their car, visitors proceed to the nearest multi-space meter. Directions on the rate card of each meter instruct the parkers that they may purchase time by increment by inserting coins, currency, debit card or credit card into the meter. Once the patrons have inserted the proper amount of money for the length of time they

wish to purchase, a time dated receipt is printed from the meter. Patrons return to their vehicles and place the receipt on the dashboard. The receipt includes the expiration time and date; therefore, an enforcement officer can tell if the time has expired. (A picture of the proposed meters and accompanying specifications are included in the Appendix.)

ADVANTAGES OF MULTI-SPACE METERS

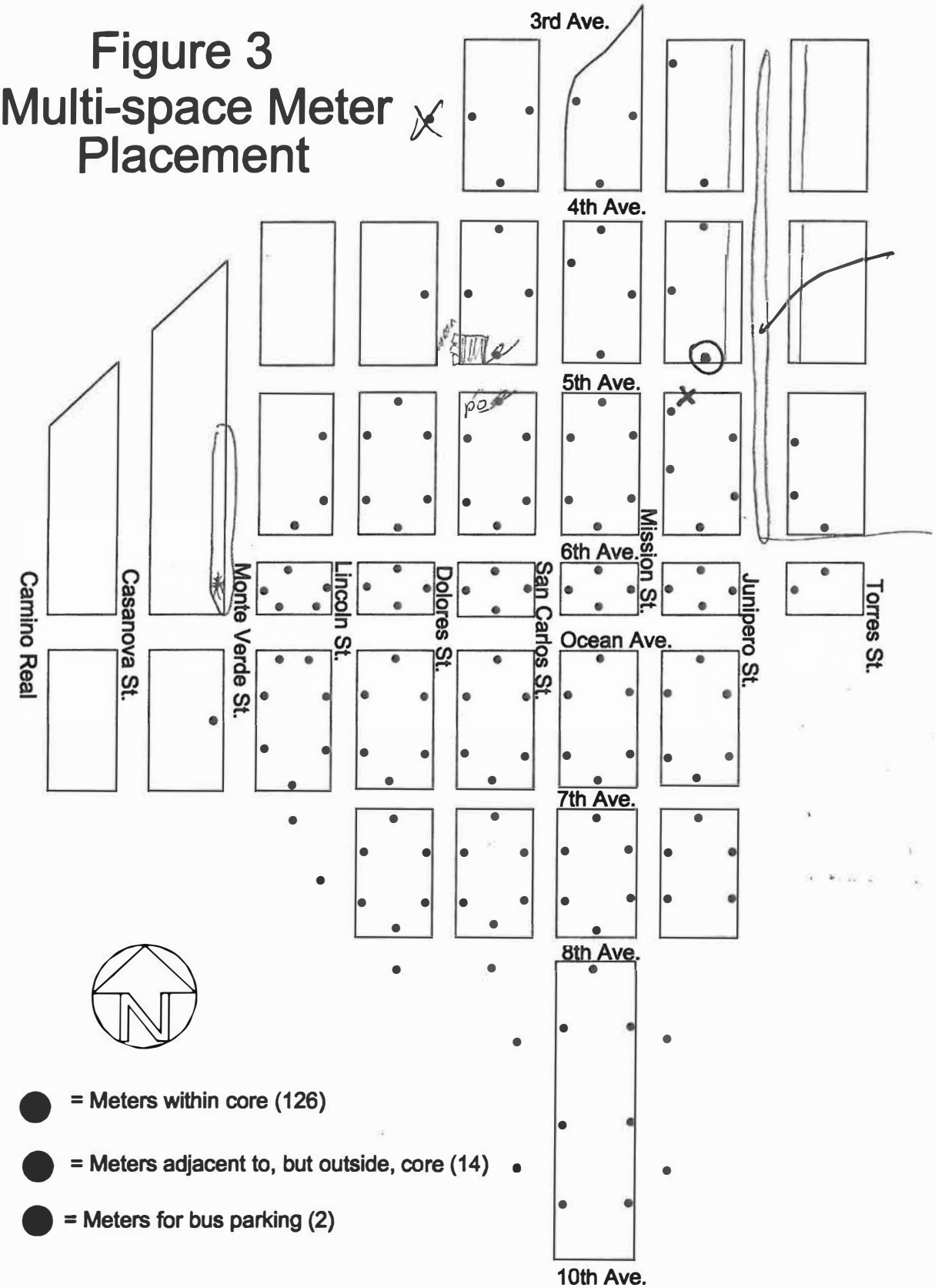
Multi-space meters have several advantages over the traditional parking meters for cities such as Carmel-By-The-Sea.

- The number of meters is greatly reduced, which in itself makes them more aesthetically pleasing than the large number of traditional meters that would be needed for the downtown area (140 multi-space meters vs. 1,049 single space meters).
- The multi-space meters can be painted or placed in aesthetically designed housings to blend with the overall architectural features of the city.
- Since fewer meters are required, maintenance and collection costs are less than the traditional meters.
- The multi-space meters allow for more payment options (coin, currency, debit cards and credit cards).
- The multi-space meters allow for more options in purchasing various time increments.
- Multi-space meters may be powered by solar energy, eliminating the installation and operating cost of electricity.
- Patrons can park more than once on the same payment as long as they have not exceeded the expiration time on the parking receipt.
- Income is not lost from patrons parking in a space that has unused time left on the meter, which often happens with traditional parking meters.

MULTI-SPACE METER LOCATIONS

Schlumberger staff surveyed the downtown area and determined the number of multi-space meters that would be needed in order to adequately cover the downtown area. Multi-space meter placements are provided on Figure 3 on the following page. They recommend 140 multi-space meters for the on-street spaces and two meters for the bus spaces. Some of these parking spaces, which will be controlled by the meters depicted by the green dots, are currently unrestricted parking spaces.

Figure 3
Multi-space Meter Placement



CAPITAL COSTS

Capital cost estimates for purchasing the required amount of multi-space meters for the downtown area are provided in Table 2 below.

Table 2: Capital Cost Estimate

Equipment	Unit Cost[1]	Total Cost
140 Multi-space meters	$8,000	$1,120,000
2 Bus Multi-space meters	10,750	21,500
Utility Van		18,000
Change Counting Equipment		5,000
TOTAL		$1,164,500

PARKING RATES RECOMMENDATION

We recommend the following parking rates:

- 50 cents per half hour, no time limit for regular parking spaces,
- $10.00 per hour, three hour time limit for bus parking spaces,
- Free parking for disabled accessible parking spaces and commercial and passenger loading zones.

PARKING INCOME PROJECTIONS

Parking income projections are provided in Table 3 below. The projections are based on the following data:

- Parking occupancy and vehicle turnover data from previous parking studies conducted for the city,
- Parking occupancy data from field work performed by Walker for this study,
- Quarterly sales tax information provided by the City,
- Parking citations provided by the Police Department,
- Data provided by the Carmel Business Association.

Our projections do not include additional income that could be generated by the elimination of pavement markings, which restrict the number of automobiles that can park on any block face. Our projections also assume that the loss of income for violators would be off-set by the increase in parking ticket income.

Table 3: Income Projections

Generator		Amount
Vehicles	1,049 spaces X 1.00 per hour per space X 8 hours X 365 days X .67 average occupancy	$2,052,000
Buses	10 spaces X $10 per hour per space X 8 hours X 365 days X .50 average occupancy	146,000
TOTAL		$2,198,000

DISPLACEMENT OF EMPLOYEE PARKERS

The average occupancy of the metered parking spaces (.67) is based on the expected displacement of the majority of employees who are now parking in these spaces and moving their vehicles to avoid parking citations. We expect that many employees will purchase time when they are parking for short periods.

A majority of the displaced employee parkers will be able to be accommodated in the following parking areas:

- North lot at Sunset Center – 137 spaces;
- Vista Lobos parking lot – 68 spaces;
- Junipero Street median, between 3rd & 6th – 87 spaces;
- Junipero Street, between 3rd & 5th – 48 spaces;
- Ocean Avenue, west of Monte Verde and East of Camino Real – 53 spaces.

The 393 spaces referred to above would be made available for employee permit parking only at a cost of $5.00 per month. These spaces will be able to accommodate up to 600 employees since employees work on different days of the week and different hours of the day. The income received from employee permit parking was not included in Table 3 since it would be off-set by the costs for administering the permit system.

OPERATING EXPENSE PROJECTIONS

Annual operating expense projections are provided in Table 4 below. The projections are based on data provided by the City regarding salary ranges and our experience with other cities regarding staffing levels. Projected staffing levels assumes that additional enforcement will be needed in the adjacent residential areas to protect that parking from being encroached upon by the downtown employees.

Table 4: Operating Expense Projections

	Annual Salary [1]	Total
One Parking Enforcement Supervisor	$45,000	$45,000
Five Community Service Officers [2]	39,520	198,000
Finance Specialist [3]		6,000
Parking Receipts		18,000
Multi-space Meter Repairs [4]		38,000
Amortization of Capital Costs [5]		201,000
TOTAL		$506,000

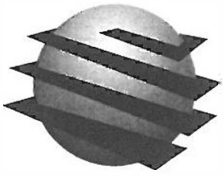
[1] Includes benefits

[2] In addition to the three officers who are currently working in this area.

[3] Additional salary and benefits to convert one Finance Specialist from part time to fulltime.

[4] 3% of purchase price

[5] $1,164,500 (total capital costs) amortized over a 7 year period; at 6% interest



APPENDIX

Table A-1
On-Street Parking Occupancy
Friday, May 21

Location	From	To	Side	Total Spaces	Occupied					
					11:00 a.m.	%	2:00 p.m.	%	5:00 p.m.	%
Torres St.	3rd	4th	East	6	2	33%	2	33%	1	17%
	3rd	4th	West	9	6	67%	6	67%	2	22%
	4th	5th	East	5	4	80%	5	100%	5	100%
	4th	5th	West	6	4	67%	5	83%	3	50%
	5th	6th	East	9	9	100%	7	78%	2	22%
	5th	6th	West	12	12	100%	12	100%	3	25%
	6th	Ocean	East	4	3	75%	2	50%	3	75%
	6th	Ocean	West	0	0	0%	0	0%	0	0%
Subtotal				51	40	78%	39	76%	19	37%
Junipero Ave.	3rd	4th	East	13	13	100%	10	77%	6	46%
	3rd	4th	West	9	4	44%	5	56%	2	22%
	Center Island		East	10	10	100%	9	90%	7	70%
	Center Island		West	12	12	100%	10	83%	7	58%
	4th	5th	East	16	5	31%	4	25%	4	25%
	4th	5th	West	10	8	80%	7	70%	3	30%
	Center Island		East	15	14	93%	13	87%	10	67%
	Center Island			16	16	100%	15	94%	14	88%
	5th	6th	East	12	11	92%	10	83%	7	58%
	5th	6th	West	12	10	83%	10	83%	9	75%
	Center Island		East	17	17	100%	17	100%	13	76%
	Center Island		West	17	16	94%	15	88%	12	71%
	6th	Ocean	East	5	5	100%	3	60%	3	60%
	6th	Ocean	West	6	5	83%	4	67%	4	67%
	Ocean	7th	East	12	12	100%	12	100%	11	92%
	Ocean	7th	West	2	1	50%	2	100%	0	0%
	7th	8th	East	12	12	100%	11	92%	8	67%

Location	From	To	Side	Total Spaces	Occupied					
					11:00 a.m.	%	2:00 p.m.	%	5:00 p.m.	%
Junipero Ave.	7th	8th	West	26	25	96%	26	100%	18	69%
Subtotal				222	196	88%	183	82%	138	62%
Mission St.	3rd	4th	East	14	13	93%	7	50%	8	57%
	3rd	4th	West	11	11	100%	8	73%	5	45%
	4th	5th	East	7	7	100%	6	86%	7	100%
	4th	5th	West	12	12	100%	10	83%	11	92%
	5th	6th	East	13	13	100%	13	100%	13	100%
	5th	6th	West	17	17	100%	15	88%	14	82%
	6th	Ocean	East	5	5	100%	4	80%	5	100%
	6th	Ocean	West	5	5	100%	5	100%	4	80%
	Ocean	7th	East	17	15	88%	13	76%	16	94%
Mission St.	Ocean	7th	West	17	16	94%	16	94%	17	100%
	7th	8th	East	14	12	86%	13	93%	13	93%
	7th	8th	West	15	13	87%	12	80%	15	100%
Subtotal				147	139	95%	122	83%	128	87%
San Carlos St.	3rd	4th	East	5	5	100%	3	60%	5	100%
	3rd	4th	West	13	13	100%	9	69%	7	54%
	4th	5th	East	13	13	100%	11	85%	12	92%
	4th	5th	West	13	13	100%	11	85%	11	85%
	5th	6th	East	15	15	100%	10	67%	14	93%
	5th	6th	West	17	17	100%	14	82%	16	94%
	6th	Ocean	East	4	2	50%	0	0%	4	100%
	6th	Ocean	West	5	4	80%	0	0%	5	100%
	Ocean	7th	East	10	6	60%	4	40%	5	50%
	Ocean	7th	West	16	15	94%	14	88%	14	88%
	7th	8th	East	17	17	100%	12	71%	16	94%
	7th	8th	West	13	12	92%	10	77%	13	100%
Subtotal				141	132	94%	98	70%	122	87%
Dolores St.	3rd	4th	East	0	0	0%	0	0%	0	0%
	3rd	4th	West	7	7	100%	7	100%	1	14%

Location	From	To	Side	Total Spaces	Occupied					
					11:00 a.m.	%	2:00 p.m.	%	5:00 p.m.	%
Dolores St.	4th	5th	East	11	10	91%	8	73%	6	55%
	4th	5th	West	15	13	87%	14	93%	12	80%
	5th	6th	East	16	16	100%	13	81%	15	94%
	5th	6th	West	18	18	100%	13	72%	14	78%
	6th	Ocean	East	4	4	100%	0	0%	4	100%
	6th	Ocean	West	4	4	100%	0	0%	4	100%
	Ocean	7th	East	17	13	76%	15	88%	14	82%
	Ocean	7th	West	15	14	93%	14	93%	14	93%
	7th	8th	East	15	15	100%	14	93%	15	100%
	7th	8th	West	16	15	94%	11	69%	14	88%
Subtotal				138	129	93%	109	79%	113	82%
Lincoln St.	5th	6th	East	11	10	91%	11	100%	11	100%
	5th	6th	West	3	2	67%	2	67%	1	33%
	6th	Ocean	East	6	3	50%	4	67%	5	83%
	6th	Ocean	West	3	3	100%	3	100%	3	100%
	Ocean	7th	East	18	17	94%	16	89%	17	94%
	Ocean	7th	West	18	18	100%	17	94%	18	100%
	7th	8th	East	16	15	94%	15	94%	15	94%
	7th	8th	West	14	14	100%	12	86%	14	100%
Subtotal				89	82	92%	80	90%	84	94%
Monte Verde	6th	Ocean	East	5	5	100%	5	100%	5	100%
	6th	Ocean	West	6	5	83%	5	83%	5	83%
	Ocean	7th	East	13	11	85%	12	92%	12	92%
	Ocean	7th	West	13	13	100%	11	85%	13	100%
	7th	8th	East	14	14	100%	14	100%	11	79%
	7th	8th	West	12	12	100%	10	83%	11	92%
Subtotal				63	60	95%	57	90%	57	90%
Third Ave.	Torres	Junipero	South	0	0	0%	0	0%	0	0%
	Junipero	Mission	South	7	7	100%	5	71%	6	86%
Subtotal				7	7	100%	5	71%	6	86%

Location	From	To	Side	Total Spaces	Occupied					
					11:00 a.m.	%	2:00 p.m.	%	5:00 p.m.	%
Fourth Ave.	Torres	Junipero	North	3	3	100%	3	100%	3	100%
	Torres	Junipero	South	8	7	88%	5	63%	3	38%
	Junipero	Mission	North	6	3	50%	2	33%	2	33%
	Junipero	Mission	South	7	7	100%	3	43%	2	29%
	Mission	San Carlos	North	7	4	57%	6	86%	2	29%
	Mission	San Carlos	South	5	5	100%	4	80%	3	60%
	San Carlos	Dolores	North	6	6	100%	6	100%	4	67%
	San Carlos	Dolores	South	6	6	100%	6	100%	3	50%
	Dolores	Lincoln	North	7	7	100%	7	100%	4	57%
	Dolores	Lincoln	South	2	2	100%	2	100%	0	0%
Subtotal				57	50	88%	44	77%	26	46%
Fifth Ave.	Torres	Junipero	North	5	5	100%	5	100%	4	80%
	Torres	Junipero	South	4	4	100%	4	100%	4	100%
	Junipero	Mission	North	3	2	67%	3	100%	4	133%
	Junipero	Mission	South	0	0	0%	0	0%	0	0%
	Mission	San Carlos	North	6	4	67%	6	100%	5	83%
	Mission	San Carlos	South	7	4	57%	7	100%	7	100%
	San Carlos	Dolores	North	4	4	100%	4	100%	2	50%
	San Carlos	Dolores	South	6	4	67%	5	83%	4	67%
	Dolores	Lincoln	North	3	3	100%	3	100%	3	100%
	Dolores	Lincoln	South	6	6	100%	5	83%	6	100%
	Lincoln	Monte Verde	North	7	7	100%	7	100%	5	71%
	Lincoln	Monte Verde	South	4	3	75%	4	100%	2	50%
Subtotal				55	46	84%	53	96%	46	84%
Sixth Ave.	Torres	Junipero	North	5	5	100%	5	100%	3	60%
	Torres	Junipero	South	9	3	33%	9	100%	3	33%
	Junipero	Mission	North	8	8	100%	8	100%	5	63%
	Junipero	Mission	South	7	7	100%	6	86%	6	86%
	Mission	San Carlos	North	0	0	0%	0	0%	0	0%
	Mission	San Carlos	South	6	3	50%	4	67%	3	50%
	San Carlos	Dolores	North	6	0	0%	6	100%	4	67%

Location	From	To	Side	Total Spaces	Occupied					
					11:00 a.m.	%	2:00 p.m.	%	5:00 p.m.	%
Sixth Ave.	San Carlos	Dolores	South	8	1	13%	8	100%	6	75%
	Dolores	Lincoln	North	9	9	100%	8	89%	8	89%
	Dolores	Lincoln	South	8	8	100%	7	88%	7	88%
	Lincoln	Monte Verde	North	9	9	100%	7	78%	7	78%
	Lincoln	Monte Verde	South	9	7	78%	8	89%	8	89%
Subtotal				84	60	71%	76	90%	60	71%
Ocean	Junipero	Mission	North	10	10	100%	10	100%	10	100%
	Junipero	Mission	South	10	9	90%	9	90%	10	100%
	Mission	San Carlos	North	10	10	100%	10	100%	10	100%
	Mission	San Carlos	South	10	7	70%	9	90%	10	100%
	San Carlos	Dolores	North	10	10	100%	9	90%	10	100%
	San Carlos	Dolores	South	9	9	100%	8	89%	3	33%
	Dolores	Lincoln	North	10	9	90%	10	100%	9	90%
	Dolores	Lincoln	South	9	7	78%	9	100%	3	33%
	Lincoln	Monte Verde	North	10	9	90%	8	80%	10	100%
	Lincoln	Monte Verde	South	10	9	90%	10	100%	9	90%
Subtotal				98	89	91%	92	94%	84	86%
Seventh Ave.	Junipero	Mission	North	7	4	57%	6	86%	7	100%
	Junipero	Mission	South	7	2	29%	5	71%	6	86%
	Mission	San Carlos	North	9	6	67%	7	78%	5	56%
	Mission	San Carlos	South	7	6	86%	5	71%	6	86%
	San Carlos	Dolores	North	8	7	88%	8	100%	8	100%
	San Carlos	Dolores	South	8	7	88%	7	88%	7	88%
	Dolores	Lincoln	North	9	6	67%	9	100%	9	100%
	Dolores	Lincoln	South	7	5	71%	7	100%	7	100%
	Lincoln	Monte Verde	North	7	4	57%	5	71%	6	86%
	Lincoln	Monte Verde	South	9	3	33%	7	78%	5	56%
Subtotal				78	50	64%	66	85%	66	85%
Eight Ave.	Junipero	Mission	North	0	0	0%	0	0%	0	0%
	Junipero	Mission	South	4	4	100%	4	100%	3	75%

Location	From	To	Side	Total Spaces	Occupied					
					11:00 a.m.	%	2:00 p.m.	%	5:00 p.m.	%
Eight Ave.	Mission	San Carlos	North	8	8	100%	6	75%	6	75%
	Mission	San Carlos	South	7	6	86%	7	100%	6	86%
	San Carlos	Dolores	North	8	8	100%	4	50%	3	38%
	San Carlos	Dolores	South	7	7	100%	7	100%	6	86%
	Dolores	Lincoln	North	5	2	40%	5	100%	6	120%
	Dolores	Lincoln	South	7	7	100%	7	100%	6	86%
	Lincoln	Monte Verde	North	8	6	75%	8	100%	5	63%
Subtotal				54	48	89%	48	89%	41	76%
Grand Total				1284	1128	88%	1072	83%	990	77%

Table A-2
On-Street Parking Occupancy
Friday, May 21

Location	From	To	Side	Total Spaces	Occupied					
					11:00 a.m.	%	2:00 p.m.	%	5:00 p.m.	%
Mission St.	5th	6th	East	13	13	100%	13	100%	13	100%
	5th	6th	West	17	17	100%	15	88%	14	82%
	6th	Ocean	East	5	5	100%	4	80%	5	100%
	6th	Ocean	West	5	5	100%	5	100%	4	80%
	Ocean	7th	West	17	16	94%	16	94%	17	100%
Subtotal				57	56	98%	53	93%	53	93%
San Carlos St.	5th	6th	East	15	15	100%	10	67%	14	93%
	5th	6th	West	17	17	100%	14	82%	16	94%
	6th	Ocean	East	4	2	50%	0	0%	4	100%
	6th	Ocean	West	5	4	80%	0	0%	5	100%
	Ocean	7th	East	10	6	60%	4	40%	5	50%
	Ocean	7th	West	16	15	94%	14	88%	14	88%
Subtotal				67	59	88%	42	63%	58	87%
Dolores St.	5th	6th	East	16	16	100%	13	81%	15	94%
	5th	6th	West	18	18	100%	13	72%	14	78%
	6th	Ocean	East	4	4	100%	0	0%	4	100%
	6th	Ocean	West	4	4	100%	0	0%	4	100%
	Ocean	7th	East	17	13	76%	15	88%	14	82%
	Ocean	7th	West	15	14	93%	14	93%	14	93%
Subtotal				74	69	93%	55	74%	65	88%
Lincoln St.	5th	6th	East	11	10	91%	11	100%	11	100%
	5th	6th	West	3	2	67%	2	67%	1	33%
	6th	Ocean	East	6	3	50%	4	67%	5	83%
	6th	Ocean	West	3	3	100%	3	100%	3	100%

Location	From	To	Side	Total Spaces	Occupied					
					11:00 a.m.	%	2:00 p.m.	%	5:00 p.m.	%
Lincoln St.	Ocean	7th	East	18	17	94%	16	89%	17	94%
	Ocean	7th	West	18	18	100%	17	94%	18	100%
Subtotal				59	53	90%	53	90%	55	93%
Monte Verde	6th	Ocean	East	5	5	100%	5	100%	5	100%
	6th	Ocean	West	6	5	83%	5	83%	5	83%
	Ocean	7th	East	13	11	85%	12	92%	12	92%
	Ocean	7th	West	13	13	100%	11	85%	13	100%
Subtotal				37	34	92%	33	89%	35	95%
Fifth Ave.	Mission	San Carlos	North	6	4	67%	6	100%	5	83%
	Mission	San Carlos	South	7	4	57%	7	100%	7	100%
	San Carlos	Dolores	North	4	4	100%	4	100%	2	50%
	San Carlos	Dolores	South	6	4	67%	5	83%	4	67%
	Dolores	Lincoln	North	3	3	100%	3	100%	3	100%
	Dolores	Lincoln	South	6	6	100%	5	83%	6	100%
	Lincoln	Monte Verd	North	7	7	100%	7	100%	5	71%
	Lincoln	Monte Verd	South	4	3	75%	4	100%	2	50%
Subtotal				43	35	81%	41	95%	34	79%
Sixth Ave.	Mission	San Carlos	North	0	0	0%	0	0%	0	0%
	Mission	San Carlos	South	6	3	50%	4	67%	3	50%
	San Carlos	Dolores	North	6	0	0%	6	100%	4	67%
	San Carlos	Dolores	South	8	1	13%	8	100%	6	75%
	Lincoln	Monte Verd	North	9	9	100%	7	78%	7	78%
	Lincoln	Monte Verd	South	9	7	78%	8	89%	8	89%
Subtotal				38	20	53%	33	87%	28	74%
Ocean	Mission	San Carlos	North	10	10	100%	10	100%	10	100%
	Mission	San Carlos	South	10	7	70%	9	90%	10	100%
	San Carlos	Dolores	North	10	10	100%	9	90%	10	100%
	San Carlos	Dolores	South	9	9	100%	8	89%	3	33%
	Dolores	Lincoln	North	10	9	90%	10	100%	9	90%

Location	From	To	Side	Total Spaces	Occupied					
					11:00 a.m.	%	2:00 p.m.	%	5:00 p.m.	%
Ocean	Dolores	Lincoln	South	9	7	78%	9	100%	3	33%
	Lincoln	Monte Verd	North	10	9	90%	8	80%	10	100%
	Lincoln	Monte Verd	South	10	9	90%	10	100%	9	90%
Subtotal				78	70	90%	73	94%	64	82%
Seventh St.	Mission	San Carlos	South	7	6	86%	5	71%	6	86%
	San Carlos	Dolores	North	8	7	88%	8	100%	8	100%
	San Carlos	Dolores	South	8	7	88%	7	88%	7	88%
	Dolores	Lincoln	North	9	6	67%	9	100%	9	100%
	Dolores	Lincoln	South	7	5	71%	7	100%	7	100%
	Lincoln	Monte Verd	North	7	4	57%	5	71%	6	86%
	Lincoln	Monte Verd	South	9	3	33%	7	78%	5	56%
Subtotal				55	38	69%	48	87%	48	87%
Grand Total				508	434	85%	431	85%	440	87%

Table A-3
Off-Street Parking Facilities
Parking Occupancy Counts
(Tuesday June 22)

Map No.	Lot Name	Total Spaces	Occupied Spaces	% Occupied	Time
1	Vista Lobos	68	45	66.2%	3:00 PM
5	Harrison	19	15	78.9%	1:23 PM
11	Sunset Center	137	65	47.4%	12:55 PM
12	Sunset Center	34	30	88.2%	1:12 PM
14	Sunset Center	30	12	40.0%	1:05 PM
13	Sunset Center	18	6	33.3%	1:10 PM
13 [1]	Sunset Center	129	112	86.8%	2:05 PM
3	Post Office	18	12	66.7%	1:30 PM
2	Norton Court	37	19	51.4%	1:40 PM
4	Harrison Library	5	4	80.0%	1:50 PM
10	City Hall	9	8	88.9%	1:54 PM
7	Ocean Ave.	17	17	100.0%	12:30 PM
9	Ocean Ave.	12	12	100.0%	12:32 PM
6	Ocean Ave.	10	10	100.0%	12:35 PM
8	Ocean Ave.	14	12	85.7%	12:38 PM
Subtotal		557	379	68.0%	
a	Beach & Ocean Ave	122	112	91.8%	2:30 PM
b	Scenic Road (Ocean to City Limits)	127	87	68.5%	2:35 PM
c	Forest Theater	18	2	11.1%	2:55 PM
Subtotal [2]		267	201	75.3%	
Grand Total		824	580	70.4%	

[1] Streets surrounding Sunset Center; no time restrictions

[2] Lots a, b and c are outside the study area and not on the Area Map.

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October 28, 2013

Police Chief and Public Safety Director Michael Calhoun
City of Carmel-by-the-Sea Police Department
P.O. Box 600 (Southeast Junipero and Fourth Avenue)
Carmel-by-the-Sea, California 93921

Re: Downtown Parking Analysis and Parking Recommendations - Draft
Carmel-by-the-Sea, California

Dear Chief Calhoun:

Thank you very much for the opportunity to perform this study for you and the City of Carmel-by-the-Sea. Please find attached our draft findings and analysis of parking conditions in Carmel-by-the-Sea's downtown commercial district along with recommendations for managing the busy parking system.

This report contains a significant amount of data that we collected (which we detail in the appendices to the report) along with summaries and recommendations. We look forward to discussing the report with you and receiving your feedback at your earliest convenience.

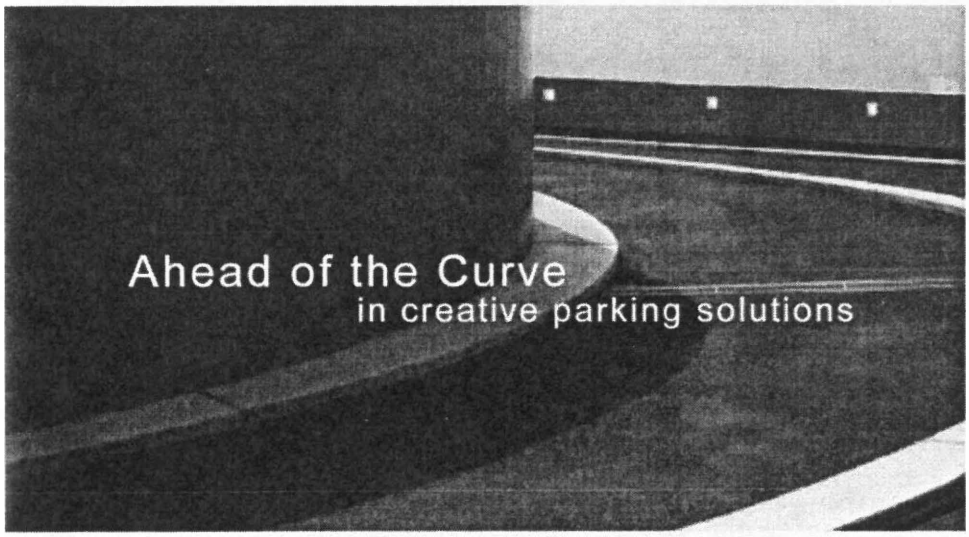
Thank you very much again.

Sincerely,

WALKER PARKING CONSULTANTS

Steffen Turoff
Project Manager

ST:dpa



DRAFT

PARKING ANALYSIS AND RECOMMENDATIONS

CARMEL-BY-THE-SEA, CALIFORNIA

Prepared for:
CITY OF CARMEL-BY-THE-SEA

OCTOBER 28, 2013

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DRAFT PARKING ANALYSIS AND RECOMMENDATIONS

CARMEL-BY-THE-SEA

WALKER PARKING CONSULTANTS

OCTOBER 28, 2013 33-1758.00

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EXECUTIVE SUMMARY

Walker Parking Consultants (Walker) conducted a quantitative analysis of parking demand and supply in the downtown district of Carmel-by-the-Sea. Among our quantitative findings were the following:

- Peak parking demand was observed on a weekend (Saturday) afternoon during which time the occupancy rate for the combined on- and off-street parking system was 87%.
- The on-street parking occupancy during the (Saturday afternoon) peak was 90% but approximately two-thirds of the blocks in the area studied exceeded 90% occupancy during the peak, effectively resulting in a lack of available on-street parking along most streets in the commercial core. Peak occupancy conditions during the weekday count were essentially the same for on-street parking though lower for off-street parking.
- The on-street parking supply of two-hour and unrestricted parking spaces was found to have a deficit of 70± spaces during the peak.
- During the lunch time peak, 39 of 92 parking spaces surveyed hourly along Ocean Avenue and Dolores Street were occupied by cars staying 3+ hours, this despite time limits ranging from 30 minutes to two hours. 24 of these spaces were occupied by cars staying 4+ hours; we conclude from this data that, despite a diligent enforcement effort, long-term parkers are occupying a significant number of spaces designated for visitors and customers.
- Even during the periods of the highest parking occupancy rates, parking spaces were found to be available in City-owned off-street parking facilities and on-street parking spaces not in the immediate center of the commercial district.
- Carmel-by-the-Sea's parking challenges are more an issue of an imbalance of parking demand rather than a shortage of spaces; available spaces exist but proper policies are needed to redistribute parking demand and increase the availability of parking spaces in the busiest locations.

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The overall, peak occupancy rate of the parking system in Downtown Carmel is among the highest we have observed among the dozens of parking demand studies that Walker has performed in commercial districts throughout California. Recent improvements in parking enforcement technology would provide the City with a greater ability to enforce existing parking restrictions, however paid parking, even if implemented only in those spaces experiencing the highest demand, would result in better management of the parking system overall (and could lower "ticket anxiety" for Carmel-by-the-Sea visitors). All of the comparable California coastal cities Walker surveyed for this assignment have implemented paid parking to better manage their parking systems.

While the aesthetic requirements of the City may make the implementation of paid parking more challenging than in other cities, new technologies could help mitigate the impact of paid parking on the streetscape.

The current parking occupancy conditions suggest that during busy periods, visitors are likely to have difficulty in finding an available parking space when visiting Carmel-by-the-Sea, resulting in a significant amount of traffic generated by visitors not driving to their destination

CURRENT PARKING CONDITIONS ANALYSIS

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Table 1: Parking Space Inventory by Type

Spaces by Location and Control	Spaces	% Total
On-street	1,511	78%
Off-street City controlled[A]	312	16%
Off-street privately controlled, publicly available[B]	106	5%
Total Study Area Parking Supply	1,929	100%

[A]Includes the Vista Lobos, Sunset Center, City Hall, Harrison Park Branch Library and Post Office parking lots.

[B]Carmel Plaza.

Source: Walker Parking Consultants, 2013

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Table 2: Summary of On-Street Parking Space Inventory

	On Street Parking Spaces by Type						
	2 hr	30 min	10 min	Loading	Other*	No Time Restriction**	Total
Study Area Total	794	128	18	26	39	506	1,511

* Other includes, spaces reserved for police vehicles, spaces reserved for buses, ADA spaces, library patron spaces, and spaces timed for 60 and 90 minutes.

**Including spaces subject to residential parking permit requirements.

Source: *Walker Parking Consultants, 2013*

Table 3: Summary of Off-Street Parking Space Inventory

Number of Spaces by Type			
Reserved	ADA	Unreserved	Total
16	16	386	418

Source: Walker Parking Consultants, 2013

OCCUPANCY COUNTS

Field staff performed occupancy counts in the study area on Thursday, July 11, 2013 and on Saturday, July 13, 2013 in order to identify peak weekday and weekend parking conditions. The counts began at 11:30 AM, 2:30 PM, and 5:30 PM in order to capture parking demand during lunch time, midafternoon and the dinner hour. Based on our experience, at least one of these times would reflect peak parking conditions in a commercial district with Carmel-by-the-Sea's characteristics. A space was marked as occupied if a vehicle were parked in it or if the space was otherwise unavailable.

Table 4: Summary of District-wide Parking Demand

Space Type		On Street		Off Street		Study Area Total	
Number of Spaces		1,511 spaces		418 spaces		1,929 spaces	
Date of Count	Time of Count	Number of Cars	Occupancy Percentage	Number of Cars	Occupancy Percentage	Number of Cars	Occupancy Percentage
Thursday July 11, 2013	11:00 AM	1,347	89%	208	50%	1,555	81%
	2:00 PM	1,260	83%	229	55%	1,489	77%
	5:00 PM	1,148	76%	245	59%	1,393	72%
Saturday July 13, 2013	11:00 AM	1,214	80%	177	42%	1,391	72%
	2:00 PM	**1,365**	**90%**	**305**	**73%**	**1,670**	**87%**
	5:00 PM	1,313	87%	240	57%	1,553	81%

Source: *Walker Parking Consultants, 2013*

The overall peak parking demand for the study area occurred during the 2:30 PM count on Saturday. During that interval, 87% of the available parking spaces were occupied, including 90% of on-street and 73% of the off-street spaces surveyed. While 2:30 PM on Saturday represented the time of peak parking demand we note the demand for on-street spaces varied little from the peak observed on the weekday or on Saturday afternoon. However, the demand for off-street spaces varied considerably more.

Table 4 suggests that the parking system overall has enough parking spaces to accommodate peak demand, not to mention more typical demand.[1] However, further analysis of the data suggests widespread areas of on-street parking were effectively not available. Meanwhile, at least 100 off-street parking spaces were observed to be available during the peak. The lack of availability of some spaces occurring at the same time that availability is observed in other spaces, particularly off-street spaces, suggests an imbalance of parking and not necessarily a shortage of parking spaces that could be remedied with the creation of more supply.

[1] It is worth noting that within the Goals and Objectives of the City's General Plan, it is stated "avoid overbuilding parking capacity by using average demand factors instead of peak demand when establishing parking requirements." (O2-5 P2-27). We note that this pragmatic approach should be considered when managing parking demand in the City's commercial district as a whole as well.

EFFECTIVE SUPPLY

It is unrealistic to expect parkers to search for and find the last available parking spaces without experiencing significant frustration and perceiving that parking is inadequate. A margin of extra spaces in the supply minimizes circulation problems so that drivers can find spaces in a reasonable amount of time.

At the same time, an evaluation of a parking system needs to account for factors that can reduce the number of spaces available to the parking public. In an imperfect world, drivers sometimes "mispark," taking up more than one space when they park. Some vehicles are so large that they do not fit into one stall. Workers performing routine work or maintenance on the street, in a parking lot or a nearby facility may need additional spaces for their equipment and their safety.

To account for these factors, Walker Parking Consultants assesses the adequacy of a parking system by incorporating a "cushion" into the parking supply. This cushion, or effective supply factor, lowers the calculated number of available parking spaces.

Draft

Visitors in particular, who by definition are less familiar with the area in which they are parking, need to be able to find spaces in a conveniently located, well-marked area. The effective parking supply factor thus allows for a more efficient use of a parking facility. The calculation of the effective supply factor for the study area requires careful consideration of several factors.

These factors include the size of the parking system, the type of spaces, the users' familiarity with the system, and the level of turnover. Typically parking spaces purposed primarily for employees need a smaller effective supply factor than spaces intended for visitors. Visitors are less familiar with the parking system tend to have higher turnover rates over the course of a day. They are more likely to park in different places and on different days.

Conversely, drivers familiar with the area tend to park more efficiently. This tendency is because members of these groups park in the location on a daily basis, are more familiar with the parking system, typically use the same parking areas each day, and frequently park in one place all day. As a result, on the one hand, they create less congestion. On the other hand, when they occupy a parking space, one long-term parker parked all day can prevent many short-term parkers from finding a space.

The effective supply factor applied to parking spaces can also be a function of the expectations of drivers and the desirability of the destination. In a high-demand location, the historic standard of 0.85 for on-street spaces we suggest would be too low. Recently in the parking industry we discuss a standard of one to two available parking spaces per block. We believe this standard to be appropriate for Carmel given the high demand for spaces and block faces that may contain 17± parking spaces.

Consequently, in our analysis of the effective parking supply, we apply an effective supply factor of 0.90 for time-restricted and unrestricted on-street spaces, as well as publicly available

Table 7: Summary of Effective Supply on Survey Days

Space Type		On Street		Off Street		Study Area Total	
Effective Supply		1,340 spaces		377 spaces		1,717 spaces	
Date of Count	Time of Count	Number of Cars	Adequacy/ (Deficit)	Number of Cars	Adequacy/ (Deficit)	Number of Cars	Adequacy/ (Deficit)
Thursday July 11, 2013	11:00 AM	1,347	(7)	208	169	1,555	162
	2:00 PM	1,260	80	229	148	1,489	228
	5:00 PM	1,148	192	245	132	1,393	324
Saturday July 13, 2013	11:00 AM	1,214	126	177	200	1,391	326
	2:00 PM	1,365	(25)	305	72	1,670	47
	5:00 PM	1,313	27	240	137	1,553	164

Source: *Walker Parking Consultants, 2013*

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During the interval of peak demand, our overall analysis of the parking supply within our study area shows an overall surplus of 47± spaces (Table 7). The surpluses are many times higher during other periods when counts were performed. However, this surplus should not distract one's attention away from the 25± space deficit of on-street parking spaces. Table 8, below, provides a summary of the on-street parking adequacy and deficits by street for the interval of peak parking demand. Table 8 shows an actual deficit of 63± two-hour on-street parking spaces and seven unrestricted spaces.

We note that the spaces inventoried consisted of time restricted spaces. During our field work, parking enforcement was observed to be very active, chalking tires and issuing citations. However, in our experience enforcing time limits is an extremely time consuming and labor intensive effort. Drivers who regularly stay parked for more than the posted time limit (typically employees) become adept at determining the timing and pattern of enforcement, moving their vehicles (and alerting others to do so), and wiping off chalk marks applied for enforcement purposes. These efforts are made in order to avoid receiving a parking citation.

Figure 3: Map of LPI Area



For the LPI, field staff for Walker Parking Consultants recorded identifying license plate information from each car parked in the two LPI areas on an hourly basis with the first inventory starting at 10:00 AM and the last inventory starting at 8:00 PM. The LPI was performed on a weekday in July 2013.

The collected data were then analyzed to determine how long each vehicle was parked in the LPI area. Cars parked for three hours or longer were assumed to belong to area employees. Cars parked for less than three hours were assumed to belong to visitors [tourists or residents]. Based upon our assumptions, we drew the following conclusions.

Overall, Walker Parking Consultants counted separate 534 vehicles occupying the 92 parking spaces surveyed during the LPI. Table 9, below, summarizes the lengths of stay of the 534 vehicles inventoried during the LPI.

COMPARABLE MUNICIPALITIES

Per the scope of services for this assignment, Walker was requested to perform a survey of parking policies in three comparable municipalities in order to determine how cities similar to Carmel manage their parking systems. In determining the comparable cities, Walker used criteria provided by the staff of the City-of-Carmel-by-the Sea. Table 10, below, summarizes the criteria.

Table 10: Criteria for Selecting Comparable Municipalities

Population between 3,500 and 25,000
Located in a coastal county of California
Tourism is an important part of economy
Strong "sense of place/quality of life" community
Similar scope of services ("hybrid delivery:" provides safety and posterity services but does not provide enterprise services like water, sewer, transit, harbors or airports)
Management/governance reputation
Slow growth

Source: City of Carmel-by-the-Sea, 2013

Based upon these criteria Walker understood that Carmel-by-the-Sea has identified the following cities as comparable:

- Capitola
- Carpinteria
- Laguna Beach
- Pismo Beach
- Sausalito
- Scotts Valley

From this list, Walker determined the following cities in California as the most appropriate for parking policy research: Capitola, Laguna Beach, Pismo Beach, and Sausalito. In surveying each of these municipalities, Walker sought information on how each cities' parking policies addressed on- and off-street parking demand and supply in core commercial areas. Table 11, below, summarizes the findings of the survey.

FINDINGS

Carmel-by-the-Sea experiences a high demand for on-street parking spaces in its commercial core. While a preliminary review of data provided by City staff and observations of the enforcement operation suggest a diligent effort at enforcement, our findings indicate that the operation of a parking management system in the study area suffers from structural challenges:

- Policies are inadequate to address and manage the high demand for parking in the district;
- Outdated and inefficient technology; and
- An insufficient number of enforcement staff, particularly given the large area that is enforced, the type of technology and the policies in place.

Walker reviewed a number of parking system policies, practices, procedures and technologies for the purpose of addressing the challenges and needs of the parking system in Carmel-by-the-Sea's commercial core. Notable among these considerations, City staff instructed Walker that any new parking policies should minimally impact the streetscape in terms of the infrastructure needed to implement the new policies.

We have determined that options for improving management of the parking system and parking space availability include improving the enforcement technology and related procedures, establishing some measure of paid parking, or a combination of these two measures.

We believe that the goals and recommendations contained in this section are consistent with the City's Circulation Element based on its policies related to parking's impacts on overall land use goals and, by extension, the efficiencies gained through shared parking. The goal of these recommendations is to maximize the efficiency of the parking system in order to improve the customer service experience of drivers to Carmel's commercial district while minimizing the need for parking spaces that may sit empty for significant periods of time, thus harming the special nature of the district.

PAID PARKING AS A PARKING MANAGEMENT TOOL

Without paid parking, popular commercial districts suffer from the same challenge. Business owners and employees arrive at the destination first and park in the most convenient and visible spaces. Visitors and customers who arrive later, and are less familiar with the area, then face challenges in finding parking as the best spaces are taking up by long-term parkers. By charging an hourly rate for spaces, long-term parkers park in less expensive locations and make way for later arriving short-term parkers.

Despite frequent perceptions to the contrary, paid parking should be viewed as the most efficient way, and usually the only efficient, way to manage and allocate parking demand. It should not be viewed primarily as a generator of revenue. Paid parking should be viewed as a way to ensure the availability of parking spaces when and where people need them. Parking availability is typically the most important criteria of the parking system.

area *could* improve availability for the general public, typically improved parking management measures are more effective in improving parking availability than is simply creating more spaces because the biggest issue is not a lack of parking spaces but an uneven distribution of the demand for parking spaces between on-street spaces (for which there is high demand) and off-street spaces (for which there is lower demand).

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METHODS OF IMPLEMENTING PAID PARKING

RECOMMENDED: PAY-BY-CELL

A credit card and a cellular (not necessarily a smart) phone is all the motorist needs to use this system:

- The cell-by-phone vendor sets up an account with/for the City;
- Signage advises motorists to call a designated phone number to pay for parking;
- Upon parking, the motorist calls the pay-by-cell vendor's automated payment line;
- First time users register their license plate and provide credit card payment information;
- The motorist is prompted to select the desired parking time;
- The pay-by-cell vendor charges the motorist or the City a convenience fee, typically $0.35 per transaction; and
- The pay-by-cell vendor deposits the parking fees into the City's established bank account, keeping the convenience fees.

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PbC systems can send a text message to the cell phone to advise of time expiration and can offer the option to add time if within the City's time limits.

While PbC systems are currently being implemented throughout the country only in rare (though an increasing number of) cases has PbC been implemented by itself, without an additional method by which to pay at a parking meter. The PbC option would provide Carmel-by-the-Sea with the attractive option of paid parking with no parking meters. However, challenges with a PbC only system in Carmel would consist primarily of the need to inform the public of the existence of the system as well as how to use it. Signage on the sidewalk in some form would likely be necessary to communicate this information to the public; something that we understand should be avoided or minimized.



Figure 4: Sample PbC Screen

We have analyzed the use of PbC as a *standalone* payment system *without* additional payment options and rejected this option. However we believe that it is likely a component of a larger payment solution.

RECOMMENDED: MULTI-SPACE METERS (MSMS)

MSMs, which accept credit cards and may also accept paper currency, have been implemented by cities specifically to reduce or eliminate the sidewalk clutter of a single space

To minimize the impact on the streetscape, Walker considered the installation of MSMs at one or several strategic locations around but not in the commercial district, such as the Vista Lobos and Sunset (Center) lots for those parkers who chose not to pay for parking with their cell phones. Drivers could be directed to these lots using signage and either A) pay for parking in the peripheral location and drive to their destination, parking on street or B) choose to park free in these lots, thereby furthering the goal of redistributing parking demand away from the busy core of the commercial district. A pay-by-plate (PbP) MSM system could be integrated with a PbC system. However, Walker rejected the employment of PbP MSMs in these peripheral locations. We recommend PbP only if the MSMs are located in close proximity to where paid on-street parking is being implemented, basically on the street.



Figure 5: Sample Multispace Meter (MSM)

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RECOMMENDED: RESIDENTIAL PARKING PERMITS[4]

We note the use of residential parking permits at meters in a number of coastal cities including several of the comparable cities noted earlier. To implement this policy, City residents would register their license plates as special parking permits, entitling them to park in paid parking spaces without needing to purchase time. In other words, such a policy would likely fit with the parking enforcement regimen of pay-by-plate MSMs and pay-by-cell.

To the extent that the California Coastal Commission (CCC) must approve new parking policies in the City, the creation of this policy of preferential parking permits could be subject to scrutiny or challenge. However, as noted, there are other California coastal cities that allow residents to purchase parking permits for use at parking metered spaces.

ENFORCEMENT

The proposed system would be enforced via mobile license plate recognition (LPR) with fully integrated multi-space meter, pay-by-cell, permit and mobile LPR software systems. Walker typically recommends system capabilities and performance based specifications, not system providers; however, a T2-based system brought to market in the last two years is one of very few installed systems that incorporates all these capabilities has been beta tested.

With virtually all parking payments utilizing license plates and being enforced via mobile LPR, the T2 based system is a cutting edge solution. Walker has identified only a handful of installations that have fully integrated permit, multi-space meter, and pay-by-cell and mobile LPR software systems. Most of these systems were implemented on college campuses but can serve municipalities as well. Loyola Marymount University (LMU) in Southern California

[4] We note that residential permits do not help and may hinder the turnover of metered spaces. However, they should be considered, if necessary, to get residents comfortable with the idea of paid parking.

- Improved signage directing the public to use the Sunset and Vista Lobos parking lots, which are underutilized;

- Use proceeds from the City's parking in lieu fee program to provide more parking spaces within the district;

- The leasing of a limited number of available parking spaces from the owners of private off-street parking lots for use by employees or visitors. Leasing existing available spaces is far more cost effective than building new parking;

- Incenting the use of alternative modes by employees to access the district. These incentives could include bicycle parking facilities in existing off-street parking facilities, subsidized transit passes for employees, or potentially a shuttle to serve employees and visitors to the area;

- Eliminating paid parking for the general public in the Sunset Lot in order to encourage greater use of this parking facility;

- In an effort to provide balance to a more efficient parking citation issuance process, implement an ambassador-style approach to enforcement that emphasizes compliance over issuance of citations and takes into account the experience of visitors to Carmel.

- As part of the ambassador approach to parking enforcement, and in an effort to be more fair and customer focused, establish a system of graduated or tiered parking citation fines whereby first time offenders pay a fraction of the current citation rate and second offenders pay more per citation than for a first-time parking violation. Habitual offenders, who typically represent the bulk of the parking management challenges, would then pay several times the current citation rate.

- The creation of a Parking Benefit District (PBD) for the commercial core which would receive and allocate a portion of the parking revenue generated in the area for public improvements. Members of the PBD would also advise the City regarding the comprehensive management of on-street and off-street parking supplies to ensure that policies be maintained to distribute parking demand evenly throughout the parking system to maximize parking availability for the public. If parking spaces are going to generate revenue, on many levels it makes sense to return at least a portion of that revenue to the area from which it is generated.

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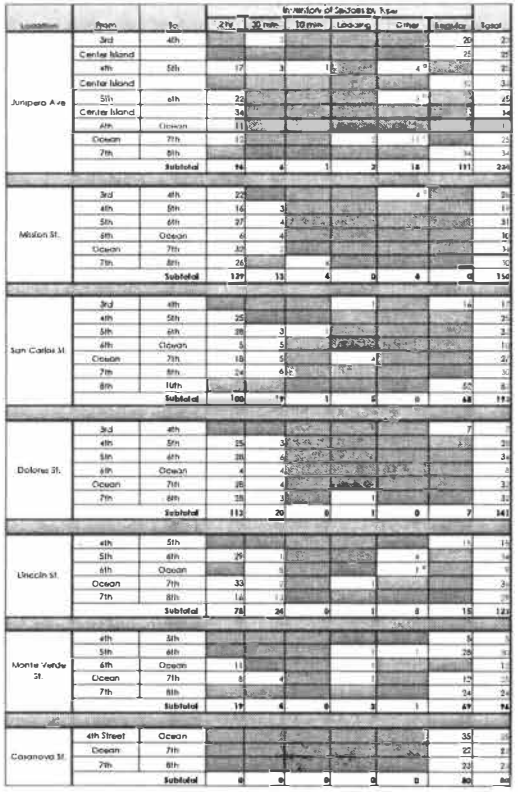
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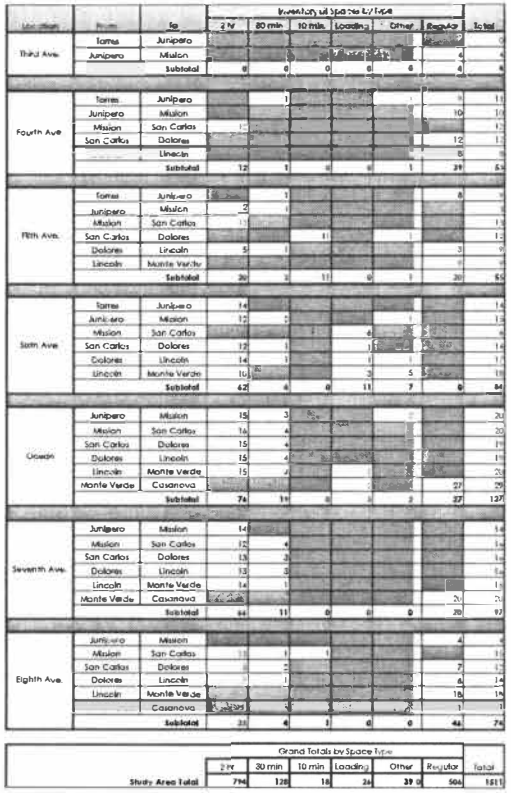
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PROJECT NUMBER 33-1758.00

OCTOBER 28, 2013

Table A- 1: On-Street and Off-Street Parking Inventories





Selected Off-Street Parking Spaces		Number of Spaces by Type			
Lot	Facility Name	Reserved	ADA	Unreserved	Lot Total
A	Vista Lobos		2	58	60
B	Post Office			18	18
C	Harrison Library Park Branch	4	2	16	22
D	City Hall	3	1	4	8
E	Carmel Plaza		4	102	106
F	Sunset Center (North) Market		2	118	120
G	Sunset Center (San Carlos / Middle)	2	3	26	31
H	Sunset Center (Southwest)	3		17	20
I	Sunset Center (Southeast)	4	2	27	33
	Totals	**16**	**16**	**386**	**418**

Source: *Walker Parking Consultants, 2013*

DRAFT PARKING ANALYSIS AND RECOMMENDATIONS
CARMEL-BY-THE-SEA

WALKER PARKING CONSULTANTS

PROJECT NUMBER 33-1758.00

OCTOBER 28, 2013

Table A- 3: Parking Occupancy Counts Weekend

SATURDAY, 11 July 2013 11:00 AM

STREET	FROM	TO	NUMBER OF SPACES OCCUPIED							OCCUPANCY PERCENTAGE							SUPPLY ADEQUACY (DEFICIT)						
			2 hr	30 min	10 min	Loading	Other	Regular	Total	2 hr	30 min	10 min	Loading	Other	Regular	Total	2 hr	30 min	10 min	Loading	Other	Regular	Total
Torres St.	3rd Avenue	Ocean								–	–	–	–	–	–	–	0	0	0	0	0	0	0
Dunsmuir Ave.	3rd Avenue	8th Avenue	70	2	0	0	3	109	184	73%	33%	0%	0%	17%	98%	79%	16	3	0	2	14	[1]	25
Mission St.	3rd Avenue	8th Avenue	106	6	2	0	1	0	115	82%	46%	50%	–	25%	–	77%	10	5	1	0	2	0	18
San Carlos St.	3rd Avenue	10th Avenue	79	13	0	4	0	68	164	79%	68%	0%	80%	–	100%	85%	11	4	0	1	0	[1]	9
Dolores St.	3rd Avenue	8th Avenue	98	13	0	0	0	4	115	87%	65%	–	0%	–	57%	82%	3	5	0	1	0	2	11
Lincoln St.	4th Avenue	8th Avenue	70	15	0	0	0	13	98	90%	63%	–	0%	0%	87%	80%	0	6	0	1	4	0	11
Monte Verde	4th Avenue	8th Avenue	19	2	0	0	0	60	81	100%	50%	–	0%	0%	87%	84%	[2]	1	0	3	0	2	4
Casanova St.	4th Avenue	8th Avenue	0	0	0	0	0	45	45	–	–	–	–	–	56%	56%	0	0	0	0	0	27	27
Third Avenue	Torres	Mission	0	0	0	0	0	2	2	–	–	–	–	–	50%	50%	0	0	0	0	0	1	1
Fourth Avenue	Torres	Lincoln	9	1	0	0	0	35	45	75%	100%	–	–	0%	90%	85%	1	[1]	0	0	0	0	0
Fifth Avenue	Torres	Monte Verde	16	2	6	0	0	21	45	80%	67%	55%	–	0%	105%	82%	2	0	3	0	0	[5]	2
Sixth Avenue	Torres	Monte Verde	58	3	0	8	4	0	73	94%	75%	–	73%	57%	–	87%	[3]	0	0	3	2	0	2
Ocean	Junipero	Casanova	76	11	0	1	1	26	115	100%	58%	–	33%	50%	96%	91%	[5]	4	0	2	0	[2]	[2]
Seventh Avenue	Junipero	Casanova	55	4	0	0	0	16	75	83%	36%	–	–	–	80%	77%	4	5	0	0	0	2	11
Eighth Avenue	Junipero	Casanova	17	2	0	0	0	38	57	74%	50%	0%	–	–	83%	77%	3	1	0	0	0	3	7
		Totals	673	74	8	13	9	437	1,214	85%	58%	44%	50%	23%	86%	80%	37	35	4	13	22	15	126

SATURDAY, 11 July 2013 2:30 PM

STREET	FROM	TO	NUMBER OF SPACES OCCUPIED							OCCUPANCY PERCENTAGE							SUPPLY ADEQUACY (DEFICIT)						
			2 hr	30 min	10 min	Loading	Other	Regular	Total	2 hr	30 min	10 min	Loading	Other	Regular	Total	2 hr	30 min	10 min	Loading	Other	Regular	Total
Junipero Ave.	3rd Avenue	8th Avenue	86	1	0	0	7	106	200	98%	17%	–	–	39%	95%	85%	0	4	0	2	10	[5]	9
Mission St.	3rd Avenue	8th Avenue	123	10	1	0	2	0	136	95%	77%	25%	–	50%	–	91%	[7]	1	2	0	1	0	[3]
San Carlos St.	3rd Avenue	10th Avenue	100	14	0	0	0	64	178	100%	74%	–	–	–	94%	92%	[1]	3	0	5	0	[12]	[5]
Dolores St.	3rd Avenue	8th Avenue	113	12	0	0	0	7	132	100%	60%	–	–	–	100%	94%	[12]	6	0	1	0	[1]	[6]
Lincoln St.	4th Avenue	8th Avenue	78	22	0	0	4	14	118	100%	92%	–	–	80%	93%	96%	[1]	[1]	0	1	0	[1]	[1]
Monte Verde	4th Avenue	8th Avenue	17	4	0	2	0	66	89	89%	100%	–	67%	–	96%	93%	0	[1]	0	1	0	[6]	[4]
Casanova St.	4th Avenue	8th Avenue	0	0	0	0	0	62	62	–	–	–	–	–	78%	78%	0	0	0	0	0	10	10
Third Avenue	Torres	Mission	0	0	0	0	0	1	1	–	–	–	–	–	25%	25%	0	0	0	0	0	2	2
Fourth Avenue	Torres	Lincoln	12	1	0	0	0	36	49	100%	100%	–	–	–	92%	92%	[3]	[1]	0	0	0	[1]	[4]
Fifth Avenue	Torres	Monte Verde	19	2	3	0	1	20	45	95%	67%	27%	–	100%	100%	82%	[1]	0	6	0	[1]	[7]	2
Sixth Avenue	Torres	Monte Verde	61	4	0	10	6	0	81	98%	100%	–	91%	86%	–	96%	[6]	[1]	0	1	0	0	[1]
Ocean	Junipero	Casanova	76	13	0	2	1	26	118	100%	68%	–	67%	50%	96%	93%	[5]	4	0	1	0	[2]	[5]
Seventh Avenue	Junipero	Casanova	64	7	0	0	0	16	87	97%	64%	–	–	–	80%	90%	[5]	2	0	0	0	2	[1]
Eighth Avenue	Junipero	Casanova	24	3	1	0	0	41	69	104%	75%	100%	–	–	89%	93%	[1]	0		0	0	0	[5]
		Totals	773	93	5	14	21	459	1,365	97%	73%	28%	54%	54%	91%	90%	[13]	16	7	12	10	[2]	[1]

SATURDAY, 11 July 2013 5:00 PM

STREET	FROM	TO	NUMBER OF SPACES OCCUPIED							OCCUPANCY PERCENTAGE							SUPPLY ADEQUACY (DEFICIT)						
			2 hr	30 min	10 min	Loading	Other	Regular	Total	2 hr	30 min	10 min	Loading	Other	Regular	Total	2 hr	30 min	10 min	Loading	Other	Regular	Total
Torres St.	3rd Avenue	Ocean	0	0	0	0	0	0	0	–	–	–	–	–	–	–	0	0	0	0	0	0	0
Dunsmuir Ave.	3rd Avenue	8th Avenue	86	1	1	0	6	104	198	90%	17%	16%	–	33%	94%	85%	0	4	[1]	2	[1]	[5]	[1]
Mission St.	3rd Avenue	8th Avenue	125	11	2	0	0	0	138	97%	85%	50%	–	–	–	92%	[4]	0	1	0	1	0	[1]
San Carlos St.	3rd Avenue	10th Avenue	97	16	1	4	0	61	179	97%	84%	100%	80%	–	90%	93%	[2]	1	[1]	1	0	0	[6]
Dolores St.	3rd Avenue	8th Avenue	110	14	0	0	0	7	131	97%	70%	–	–	–	100%	93%	[3]	4	0	1	0	[1]	[5]
Lincoln St.	4th Avenue	8th Avenue	74	22	0	1	2	7	106	95%	92%	–	100%	40%	47%	86%	[5]	[1]	0	0	2	6	3
Monte Verde	4th Avenue	8th Avenue	19	3	0	1	0	59	82	100%	75%	–	33%	–	86%	85%	[2]	0	0	2	0	3	3
Casanova St.	4th Avenue	8th Avenue	0	0	0	0	0	59	59	–	–	–	–	–	74%	74%	0	0	0	0	0	13	13
Third Avenue	Torres	Mission	0	0	0	0	0	4	4	–	–	–	–	–	100%	100%	0	0	0	0	0	–	[1]
Fourth Avenue	Torres	Lincoln	12	1	0	0	0	30	43	100%	100%	–	–	–	77%	81%	[3]	[1]	0	0	0	5	2
Fifth Avenue	Torres	Monte Verde	20	3	5	0	1	17	46	100%	100%	45%	–	100%	85%	84%	[4]	[1]	4	0	[1]	1	1
Sixth Avenue	Torres	Monte Verde	62	4	0	10	6	0	82	100%	100%	–	91%	86%	–	98%	[1]	[1]	0	1	0	0	[1]
Ocean	Junipero	Casanova	69	11	0	0	0	23	103	91%	58%	–	–	–	85%	81%	[2]	6	0	3	1	1	10
Seventh Avenue	Junipero	Casanova	62	7	0	0	0	9	78	94%	64%	–	–	–	45%	80%	[2]	2	0	0	0	9	8
Eighth Avenue	Junipero	Casanova	22	4	0	0	0	38	64	96%	100%	–	–	–	83%	86%	[1]		0	0	0	3	0
		Totals	758	97	9	16	15	418	1,313	95%	76%	50%	62%	38%	83%	87%	[38]	12	3	10	16	34	27

Source: Walker Parking Consultants, 2013.

Chamber logo here

Carmel-by-the-Sea
Business Community Information and Survey

To:	**Carmel Business Leaders**	**June ##, 2023**
From:	Lance Wills, Chamber of Commerce Executive Director Brian Uhler, MRG Facilitator (on behalf of the City)	
RE:	Parking and Congested Traffic (PACT) Program	

Dear Business Owners and Managers,

We write to update you on the PACT program and ask for your input. The City Council is considering significant changes in the business district to include adding *paid parking*.

The contemplated program's overview, goals, FAQs, maps, data, financial projections and resources such as historical information and previous studies can be found at: https://ci.carmel.ca.us/pact-program.

We understand and share the concerns raised by business leaders, some of which include: (1) aesthetics, (2) adequacy of parking for employees, and (3) the availability of parking for patrons.

We know adding paid parking will displace employees who park in the business district. Here's some good news: ***44% those attending public PACT meetings, support allowing employees to have permits for nearby "permit parking" areas*** (compared to 36% wanting to restrict these areas to residents only). This possibility helps address the looming concern about adequate parking for our area employees.

Key considerations of contemplated PACT program:

- Current license plate-based parking infrastructure allows for payment by phone
- Consideration for only a few or even zero pay stations (for aesthetics)
- Signs may indicate something like "pay for parking by texting Carmel to 12345"
- Current 2-hour signage would be swapped out for payment signs (minimal added signs)
- Phone technology to patrons: "parking is about to expire; would you like to add time?"

Further, to help visitors who may be unfamiliar with the technology or to provide added convenience, the system would allow for participating businesses to enter their patron's information as a service.

Request:

We ask for you to complete the attached survey which should take less than 10 minutes. Your input will be tallied and provided to the City Council so they can make informed decisions.

Thank you,

Lance and Brian

Carmel-by-the-Sea
Survey of Businesses

Hard Copy: Mail or Drop off: City Hall, Attn: City Clerk, PO Box 800, Carmel-by-the-Sea, CA 93921
Electronic: (add web address-google forms or survey monkey?)

Business name: _____

Name of Manager or Owner completing survey: _____

Contact email address _____ Contact phone _____

1. Rank from highest (#1) to lowest (#5) your concerns with adding paid parking (use each number only once):

___ Adequate parking for employees

___ Adequate parking for patrons

___ Inconvenience to customers/visitors

___ Negative impact on "bottom line"

___ Other (write in) _____

2. Employees of nearby businesses use on-street parking and negatively affect my business (circle one)

Agree Disagree Not sure

3. The current 2-hour parking limitation causes customers to feel rushed (circle one)

Agree Disagree Not sure

4. If paid parking is established in the business district, do you believe the current regional rate of $2/hour is right for Carmel (circle one)

a. Yes
b. No, it should be lower
c. No, it should be higher
d. Not sure/no opinion

5. If paid parking is established, what time should enforcement start and end (circle answer)

Start time:	9 a.m.	10 a.m.	11 a.m.	Other _____	Not sure _____
End time	6 p.m.	7 p.m.	8 p.m.	Other _____	Not sure _____

6. How many pay stations/kiosks should be in the business district (circle answer)

Zero 1 or 2 3 or 4 5 or more Not sure/no opinion

7. To help incentivize local's use of Carmel businesses, offering free parking for residents inside the paid parking areas should be supported (circle answer)

Yes No Not sure/no opinion

8. If "free for resident parking is approved in the paid parking areas, eligibility should include (circle answer)

a. Only those who reside and pay property tax in Carmel-by-the-Sea
b. Carmel plus 4 neighborhoods immediately adjacent (such as Carmel point)
c. All neighborhoods calling themselves "Carmel" (like Carmel Valley)
d. Not sure/no opinion

9. For visitors who cannot or do not want to use smart phones, you would offer taking payment for parking (e.g. you would post "pay for your parking here" signs)

Yes No Not sure/no opinion

NOTE: If you answer "yes" to this question, if a paid parking program is later established, the City will contact to you to set-up an account.



Survey Approach

- 18.6% of CRA Membership participation *(132 of 710 email contacts responded).*
- Emailed to membership July 29th & Survey closed August 20th.
  Multiple reminders provided in follow-up emails.
- Neutral introduction provided to each of the 16 topics, with most topic introductions included links for more background.
- Each topic followed by directional statements requesting views be expressed as "Agree, Disagree" or No Response.
  - No Response can infer: no interest, no time, no viewpoint, or not informed enough to reply.
- Bar graph per topic shows each statement with % of Agree, Disagree or No Response
- All comments provided per topic follow each graph.

16 Current Hot Topics Surveyed

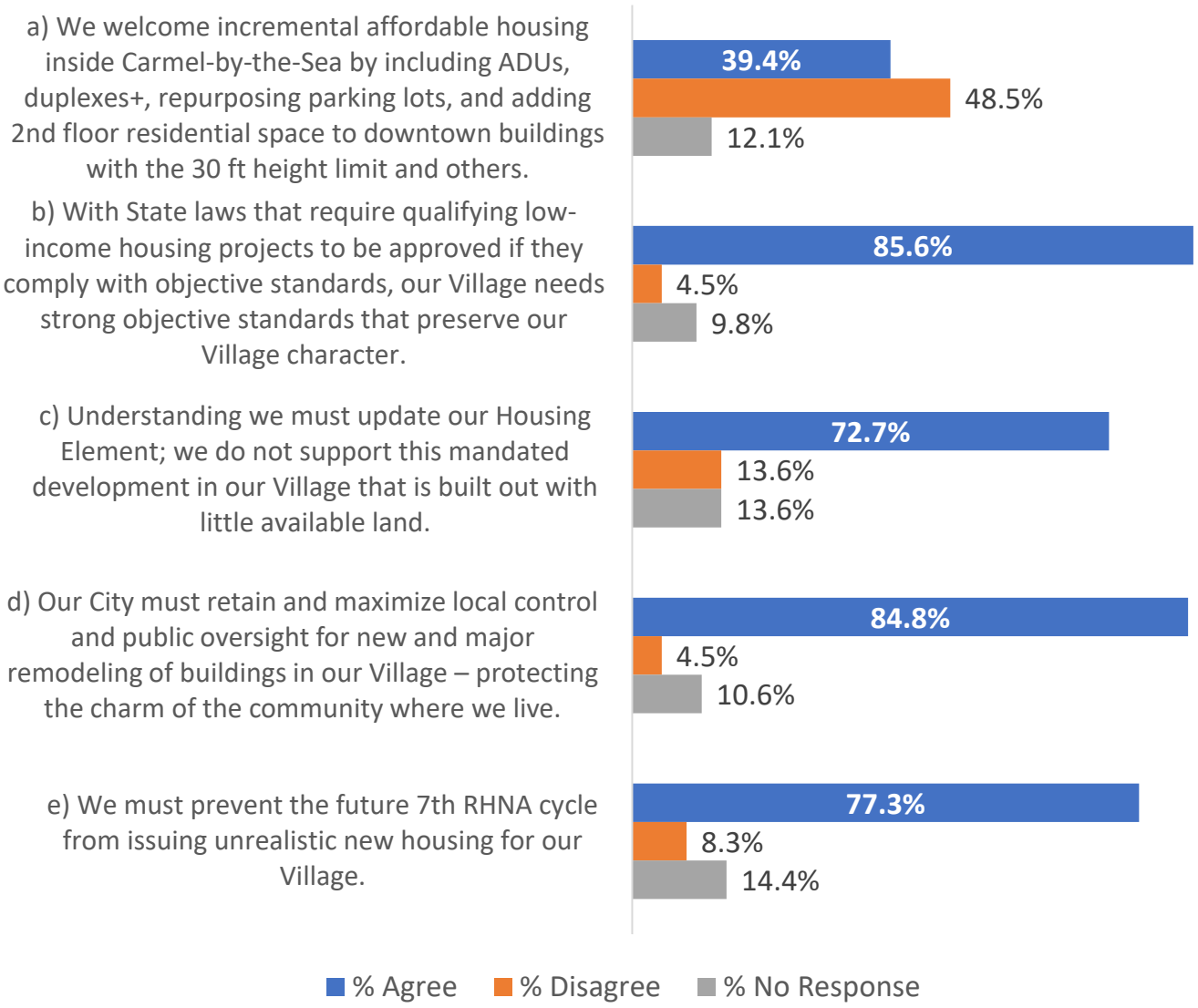
1. Revised Housing Element
2. Design Traditions Revisions
3. Reinstating Design Review Board
4. ADU's Ordinance Update
5. Police Station+ Rebuild
6. Parking & Traffic Management
7. Revised Telecom Ordinance
8. Addresses & Post Office
9. Trees in Carmel
10. Village Parks Maintenance
11. Beautification of Public Spaces
12. Capital Improvement Projects
13. Climate Action Planning
14. Fire & Ambulance Services
15. Police Protection Services
16. Scout House & Flanders Mansion
17. General Comments – No Topic

APPENDIX Includes

- Email sent to members welcoming their survey participation
- All introductions provided to each topic in the original survey

Topic #1 Housing Element – Findings

1. Updating Housing Element (RHNA) with plans for 349 new housing units for 6th Cycle over 2024 -2032



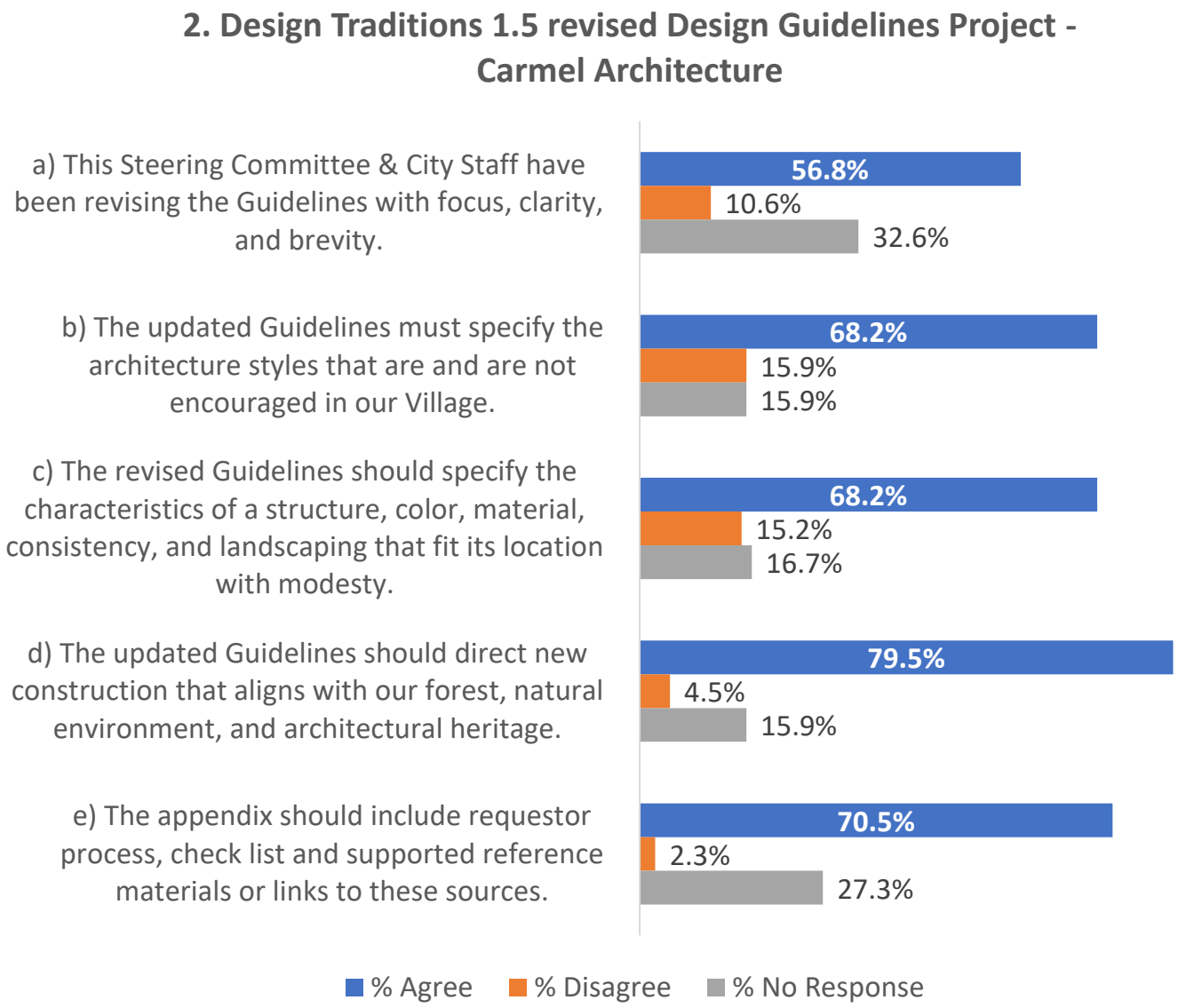
Open Comments

- *Unrealistic and overreaching state laws need to be fought.*
- *We must fight for local control. I am very concerned about the visual impact of increased density, especially in the downtown areas.*
- *Our City is unique and should be considered that way by the state. We do have some responsibility to increase housing. It should be on an individual basis.*
- *This mandate is extremely unrealistic given the property values within our Village. Lack of Parking, traffic, and overcrowding are key problems related to this mandate.*
- *The Village is built up. The mandate is firm. The City must insist that we can meet only minimal additional housing.*

- *I could consider squeezing in another 50 to 100 units, but not more than that. We need to fight more for local control, pushback vs. state, raise awareness of Our Neighborhood Voices.*
- *A cohesive community exploration of the viable options is always bes.t*
- *What about water?*
- *Find the water before mandating anything.*
- *Units above commercial buildings OK. Not sure where other units might be located.*
- *Would have been so much better if this were a county instead of City mandate. I am very against adding housing in parking lot areas in Carmel. I feel that it should be preserved with a Village feel!!!*
- *Our small town cannot and should not accept 349 new homes just because the current politicians think I good idea.*
- *State mandates for housing in a community like Carmel are ridiculous. This is just one more example of big government mandating our lives!*
- *Somehow encourage owners of vacant properties to put them into rental stock, perhaps with subsidies.*
- *This "one size fits all" approach by the state is outrageous!*
- *Our Village is too small to add 349 more homes. There's a lot of room in California eastbound.*
- *We must retain local control of our housing needs.*
- *We must take back local control as is explicitly stated in our State constitution.*
- *Our downtown area cannot support any more housing, due to the automobile parking issues, and traffic.*
- *We MUST retain LOCAL Control.*
- *The States approach does not make sense for cities that are basically built out.*
- *We cannot lose local control of our one hundred seven-year-old planning standards.*
- *Affordable housing, yes. Mandated state allocations, no. Keep it local and true to our design standards. Protect the charm of our Village!*
- *Stop fighting the mandate itself-we do need housing for our service workers, elders, and locals downsizing. Put effort into making sure denser development meets City charm & light footprint.*
- *We must preserve the unique town character.*
- *Yes, in my backyard has my support.*
- *We should not be relinquishing strict control of zoning and building permits to state mandates.*
- *It is critical that the City adopt strong guidelines to protect the character of the Village. The City needs to be proactive. At present, it seems to be barely reactive.*
- *Mr. Newsome's won't be governor for long. So, citizens of Carmel must unite to keep what little Village we have left.*

- *I deplore the transformation of Carmel into a wealthy enclave, and I welcome a plan to bring more economic diversity back to this remarkable Village.*
- *This proposal would effectively remove parking availability within Carmel exacerbating the lack of parking and would further increase density without available land.*
- *Disagree to take over current parking. Plenty of opportunity with in the existing one square mile to add ADU's; create bungalow courts or duplexes.*
- *Very opposed to encouraging this, and that incudes use of parking areas such as the north side of the Sunset Center.*
- *We also need to use the utmost Common Sense when evaluating remodels and design. Not everyone will agree on different designs but let's use some common sense.*
- *Strongly opposed to further densification and subdivision of lots.*
- *State wants to take over all our local zoning and building standards and should be prevented from doing so.*
- *Carmel by the Sea is a unique and very small Village and should not have change its character to house low-income people!*
- *Second homeowners and real estate speculators should be required to help pay for affordable housing. They both have contributed mightily to the problem.*
- *Carmel By The Sea should not add 349 new housing units. Has the City challenged how this number was determined? This exercise is a total waste of time and money given our lack of water to service even 10% of this number of additional units.*
- *Affordable housing should be subsidized by speculators in real estate.*
- *Don't let a ridiculous state mandate ruin one of the few fine and functional California towns. (originally provided in #17 Summary)*
- *Having Flanders and Scout House lie idle is not acceptable when we are in need of housing. (originally provided on #10 Parks)*
- *There must be allowances for affordable housing to be available - it is not just the wealthy elite who live here. (originally provided in #12 Capital Improvements)*
- *Discourage proposals to tax/penalize part time homeowners. They pay full taxes and only use facilities when here. (originally provided in #17 Summary)*

Topic #2 Design Traditions (Architecture) – Findings



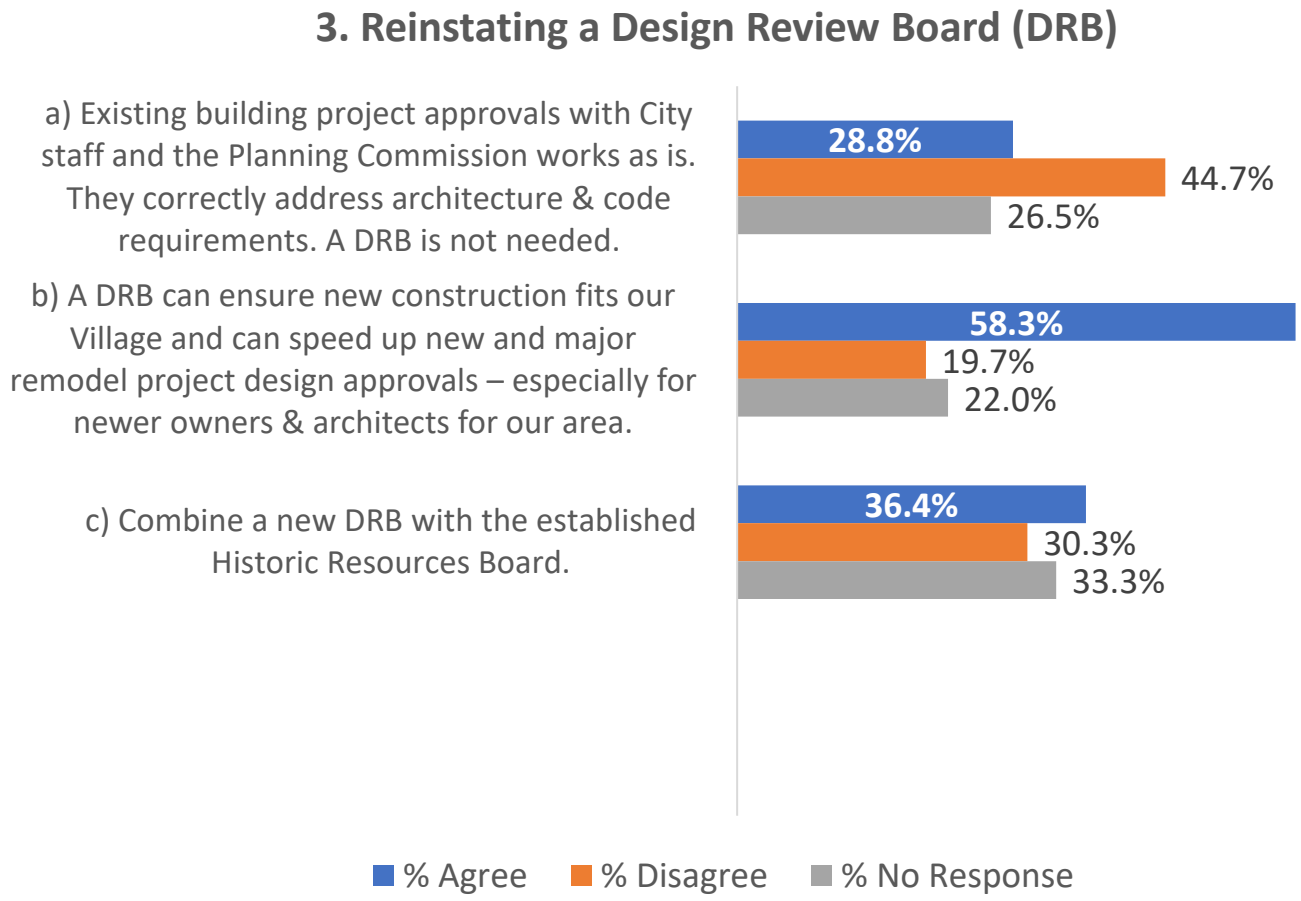
Open Comments

- *Must keep local control.*
- *Characteristics outweigh style. If style doesn't conform to require design characteristics to support charm and character of our Village, then it will be architecture that doesn't fit regardless of style.*
- *Make written guidelines clear. Provide (documents) ongoing feedback & guidance to proposed plans to avoid entitled-rich-people-who-do-what-they-want-anyway lawsuits; enforce standards.*
- *Too much emphasis is put on FOREST. Getting home insurance is a problem now because of fire hazards!!! Some trees and enhanced views should take priority now.*

- *Let's not be over restrictive. Creativity is always good. Think outside the box. We don't all need storybook cottages!*
- *Metal roofs should not be allowed.*
- *For Pete's sake on "A", I hope so!*
- *Different styles of homes should be allowed; there shouldn't be a prohibition against contemporary or any other style of home. The focus should be on attractive homes that fit within the scale of the neighborhood and the community.*
- *And respect current owners' privacy and views.*
- *City should welcome new residents, make building process easier, not a nightmare.*
- *Very opposed to the new historical proposal - it looks more like personal taste and puts a financial burden (lower property value)on owners that should never be supported.*
- *This survey is very narrow. Our City should have standards but not restrict design to outdated old fashioned preferences or be unimaginative.*
- *Somehow encourage owners of vacant properties to put them into rental stock, perhaps with subsidies.*
- *This "one size fits all" approach by the state is outrageous!*
- *Our Village is too small to add 349 more homes. There's a lot of room in California eastbound.*
- *We must retain local control of our housing needs.*
- *We must take back local control as is explicitly stated in our State constitution.*
- *Our downtown area cannot support any more housing, due to the automobile parking issues, and traffic.*
- *We MUST retain LOCAL Control.*
- *The States approach does not make sense for cities that are basically built out.*
- *We cannot lose local control of our one hundred seven-year-old planning standards.*
- *Affordable housing, yes. Mandated state allocations, no. Keep it local and true to our design standards. Protect the charm of our Village!*
- *Stop fighting the mandate itself-we do need housing for our service workers, elders, and locals downsizing. Put effort into making sure denser development meets City charm & light footprint.*
- *We must preserve the unique town character.*
- *Yes, in my backyard has my support.*
- *We should not be relinquishing strict control of zoning and building permits to state mandates.*
- *It is critical that the City adopt strong guidelines to protect the character of the Village. The City needs to be proactive. At present, it seems to be barely reactive.*
- *Mr. Newsome's won't be governor for long. So, citizens of Carmel must unite to keep what little Village we have left.*
- *I deplore the transformation of Carmel into a wealthy enclave, and I welcome a plan to bring more economic diversity back to this remarkable Village.*

- *Remember we don't want to look like a box of crackers - all the same so let's use common sense that not everybody's likes should be cookie cutter!*
- *Document to be user friendly for staff, architects & residents. The document must emphasize retention of Carmel's Village Character.*
- *New buildings should be in keeping with the character of the residential environment that gives Carmel its much-loved appearance.*
- *The Design guidelines must reduce the time and expense for applicants to get final approval or rejection of their plans.*

Topic #3 Design Review Board – Findings



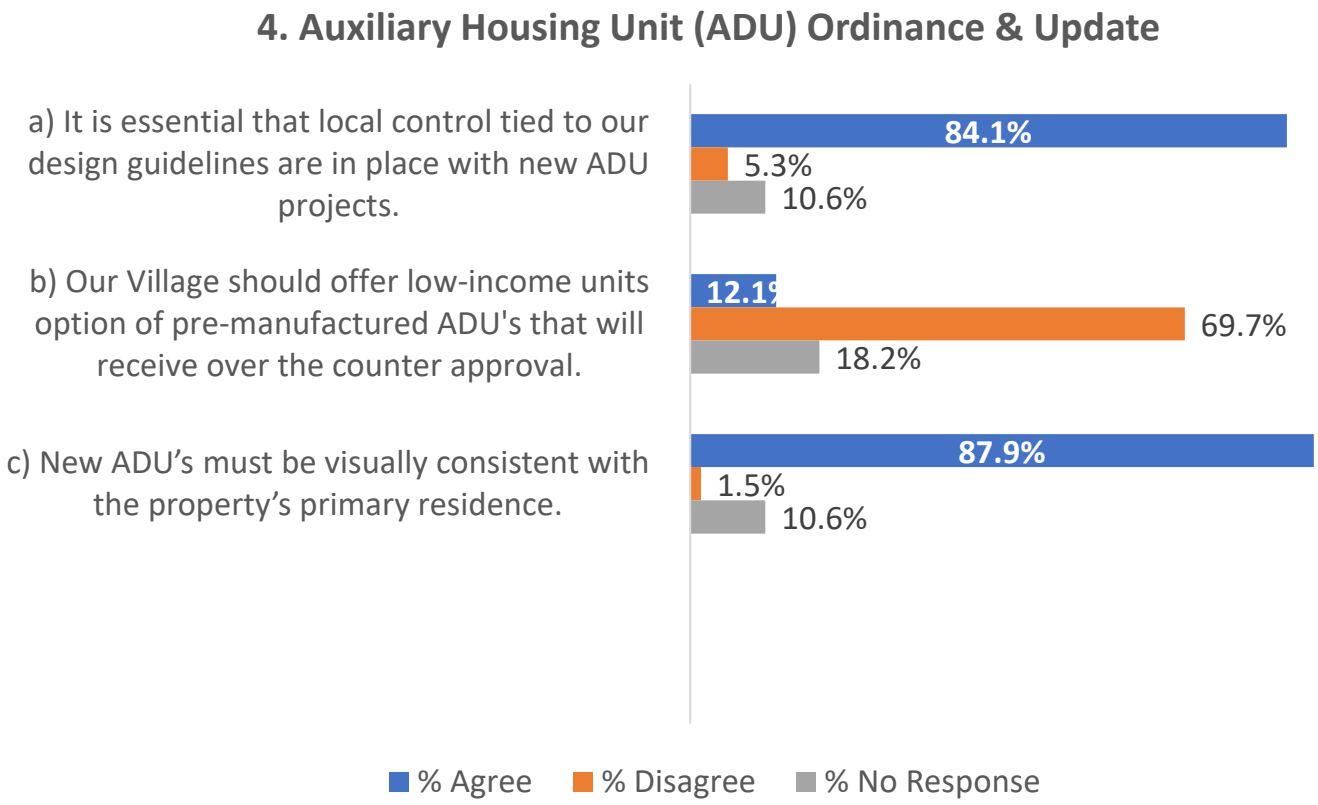
Open Comments

- *Support Carmel's entire architectural history and not just English Revival.*
- *Our update should not specify specific building styles....only characteristics, quality, fit, etc.*
- *Too many restrictions will have our town looking like tract housing that all looks alike. Each design should be considered on its own merits in style.*
- *Not sure about the brevity part of #1. But clarity - yes!*
- *Carmel is not fairyland. Architecture is art and it takes many forms.*

- *Nore Winter's 200 pages are bloated, not user friendly & need to be streamlined*
- *I do not think that large glass windows, concrete and square boxed houses or building complement Carmel by the sea.*
- *Just keep it simple and clear with an emphasis on a quick uncomplicated approval process.*
- *There should be a couple photos that show examples of acceptable modern architectural styles.*
- *We must assure that the new guidelines maintain the old-world charm of CBTS.*
- *Contemporary architecture, as we have seen of late, is not representative of quaint Carmel by the sea.*
- *Recommend allowing metal shingle roofs which are 100% fireproof, and are the lightest roof material, therefore substantially reduces risk of earthquake damage.*
- *I feel like the focus is not about clarity and brevity, but about control. I'm not sure I agree that all the control desired by all the people is in our best interests. Some of the statements above are extremely vague.*
- *Modern design should be excluded from Carmel by the Sea. That is not what brings most people here and it detracts from the charm of the Village.*
- *We must keep Carmel unique with its charming architecture, and not allow modern styles, people come to Carmel to visit the charm.*
- *Awkward questions.*
- *Must keep local control.*
- *Characteristics outweigh style. If style doesn't conform to require design characteristics to support charm and character of our Village, then it will be architecture that doesn't fit regardless of style.*
- *Make written guidelines clear. Provide (documents) ongoing feedback & guidance to proposed plans to avoid entitled-rich-people-who-do-what-they-want-anyway lawsuits; enforce standards.*
- *Too much emphasis is put on FOREST. Getting home insurance is a problem now because of fire hazards!!! Some trees and enhanced views should take priority now.*
- *Let's not be over restrictive. Creativity is always good. Think outside the box. We don't all need storybook cottages!*
- *Metal roofs should not be allowed.*
- *For Pete's sake on "A", I hope so!*
- *Different styles of homes should be allowed; there shouldn't be a prohibition against contemporary or any other style of home. The focus should be on attractive homes that fit within the scale of the neighborhood and the community.*
- *And respect current owners' privacy and views.*
- *City should welcome new residents, make building process easier, not a nightmare.*
- *Very opposed to the new historical proposal - it looks more like personal taste and puts a financial burden (lower property value)on owners that should never be supported.*

- *This survey is very narrow. Our City should have standards but not restrict design to outdated old fashioned preferences or be unimaginative.*
- *Remember we don't want to look like a box of crackers - all the same so let's use common sense that not everybody's likes should be cookie cutter!*
- *Document to be user friendly for staff, architects & residents. The document must emphasize retention of Carmel's Village Character.*
- *New buildings should be in keeping with the character of the residential environment that gives Carmel its much-loved appearance.*
- *The Design guidelines must reduce the time and expense for applicants to get final approval or rejection of their plans.*

Topic #4 ADU – Findings

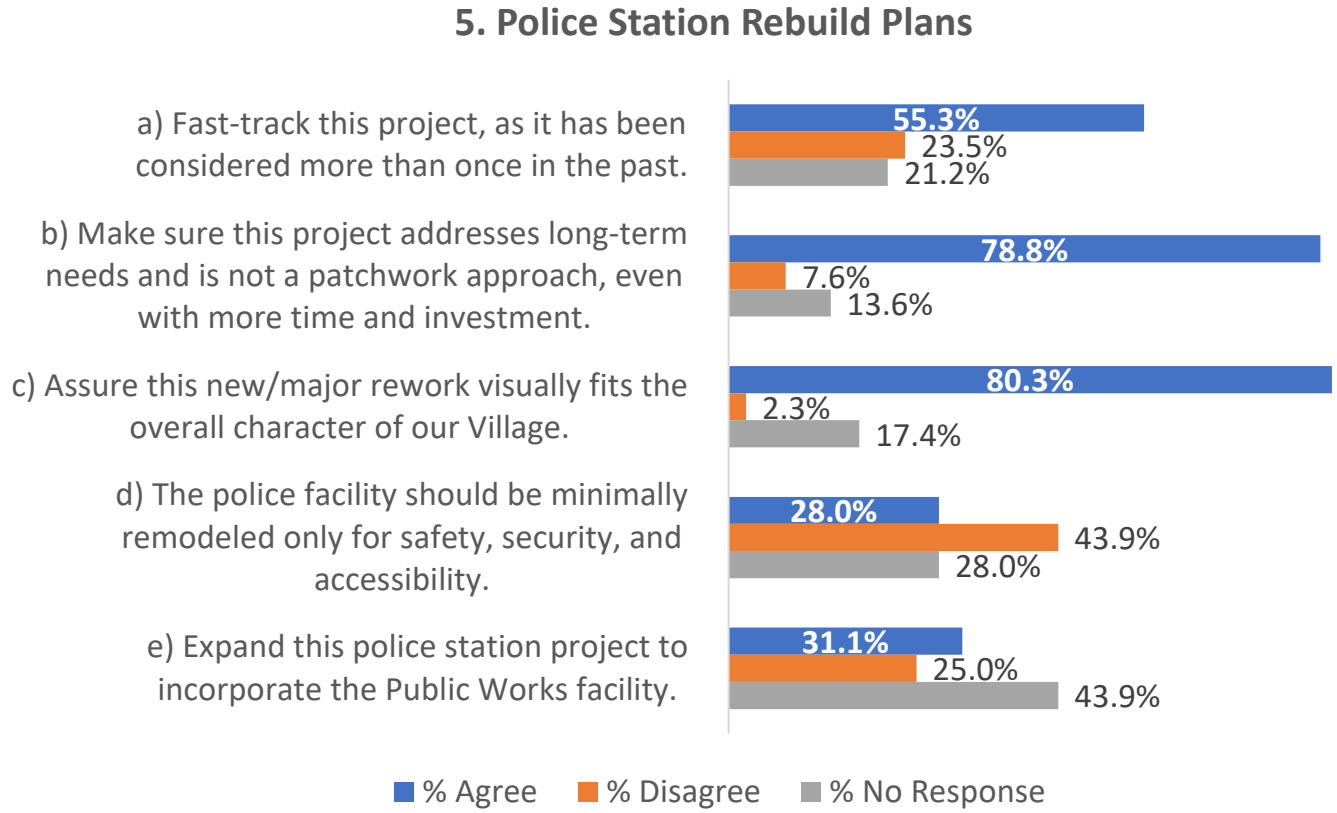


Open Comments

- *A Design Review Board can meet more frequently to help builders and clients design homes they like within the character of the Village that brought most of them here in the first place.*
- *DRB is a must for our Village, residents need to be on this board, people that live in our Village only.*
- *Pacific Grove has a DRB that provides important input*
- *Right on!*

- *If design guidelines are clear the planning commission should be able to handle this. HRB has different charter and expertise.*
- *Don't know enough about the powers of this board, but if it facilitates maintaining original character of Village construction, yes please. The IKEA-box style fill-all-available-square-footage-for-maximum-investment $ styles are a blight.*
- *Uninformed members inevitably dictate their own uneducated architectural taste*
- *Current system is working fine. Contemporary houses that fit design standards should be welcome. Character and progress can go hand in hand.*
- *The Design Review Board should never have been disbanded.*
- *A DRB is an unnecessary additional layer of bureaucracy. Whether the current planning process works is another question.*
- *Just be fair concerning each project.*
- *Unfortunate we are unable to duplicate Comstock type houses due to design restrictions.it is what we love the most about our community.*
- *Good in my view except involving Historical Resources Board.*
- *They are overly restrictive.*
- *This survey does not capture the complexity of this issue and the heritage can be maintained while honoring and respecting newer designs.*
- *Planning Commission is too bogged down with design ad has little time for long range planning etc.*
- *We need a design review board that helps everyone to focus on the character of the Town.*
- *The Historic Resources board has treated the "Man from Monte Carlo" and others very shabbily. It should not further muddy an applicant's process with the DRB.*

Topic #5 Police Station Rebuild - Findings

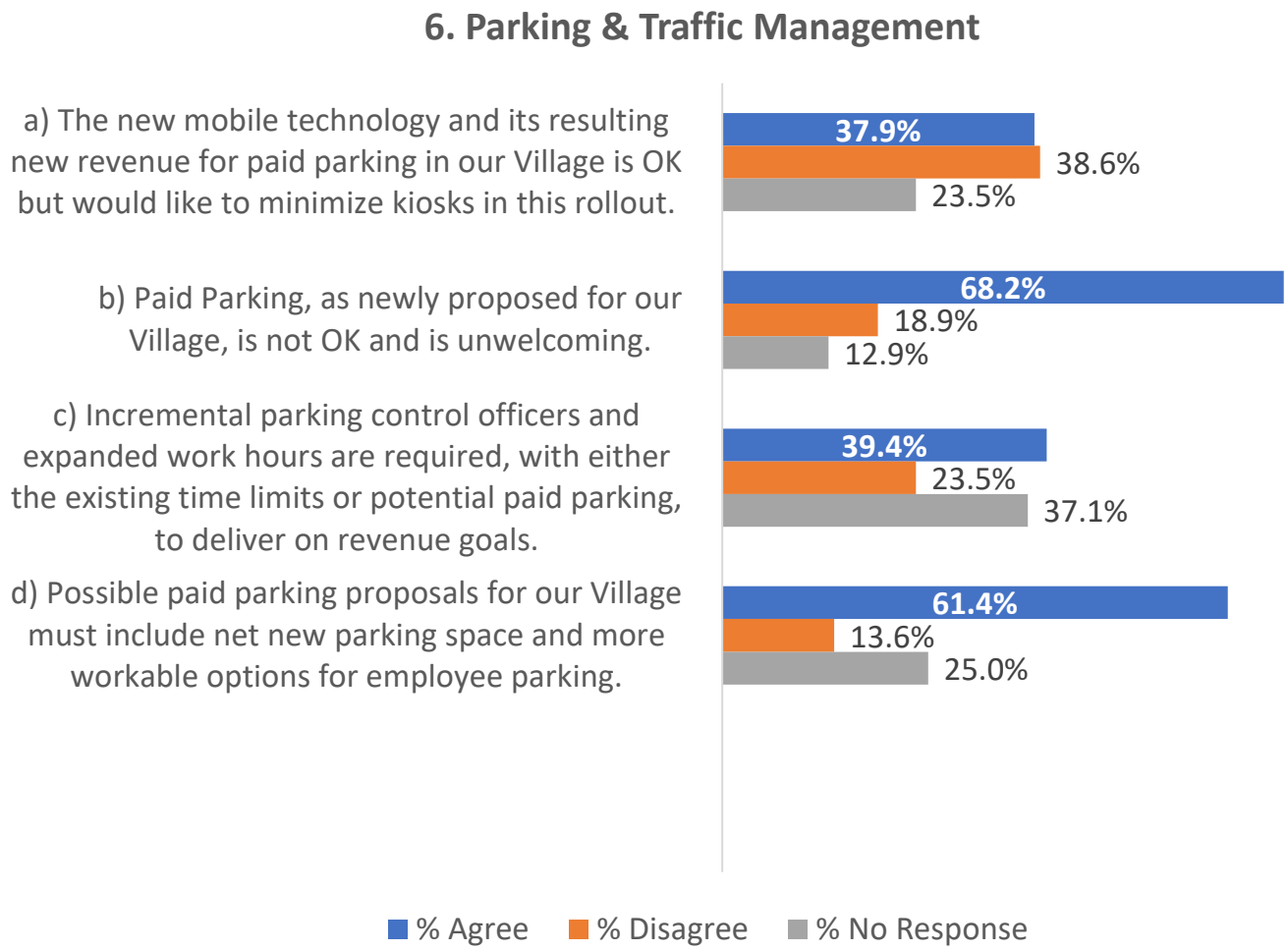


Open Comments

- *Don't make it too big.*
- *Do we really need it? Let's concentrate on the housing mandate.*
- *We as a community need to find a way to fund this multi-million-dollar project. Top priority!*
- *Let's at least have a private room where the police may interview individuals as opposed to standing in the public police lobby.*
- *The inside should be done first. The outside may just need painting, landscape. It looks pretty good.*
- *Too much money that could be spent on other enhancements to our City.*
- *Get an architect that understands the character of Carmel, not someone who throws up modern boxes!*
- *Difficult to answer without the details. Do the inside first. Paint and landscape the outside is fine.*
- *Needs to be high-security so that if a flash mob coordinated with social media were to attack the station, it would be secure. Not a pleasant thought, but given the relative proximity to the Bay Area, it is within the realm of possibility.*
- *Spend 5 minutes in the Police Station. It needs to comply with the law (ironically) and our employees in there deserve to work in a safe place. We dishonor our Force by not supporting forward movement on this, SOON.*

- *We have little crime and working here should be considered a privilege. It is important to have a comfortable working environment, but spending millions is completely unnecessary.*
- *With the size of force and the low crime, Carmel does not need gyms, locker rooms, holding cells, etc. etc. just make it safe and clean, and function.*
- *It's way past time to get this done. The police station is in very poor shape.*
- *Sooner rather than later, please.*
- *Both facilities are old and in need of major upgrades.*
- *Police station should be prioritized for safety and accessibility (walkable from Village). Public Works doesn't need to be in prime access location?*
- *Let's make a decision now and move forward.*
- *A budget should be developed up-front so we don't design a project we can't afford to build. The plan should be practical.*
- *Get it done.*
- *They need to make this building look like Carmel. The current building doesn't fit the Village. I think one at a time when it comes to public works unless they are in the same building.*
- *The remodel must include needed functional improvements to better improve the work and public service environment.*
- *Do what is necessary to provide full service.*

Topic #6 Parking & Traffic Management – Findings



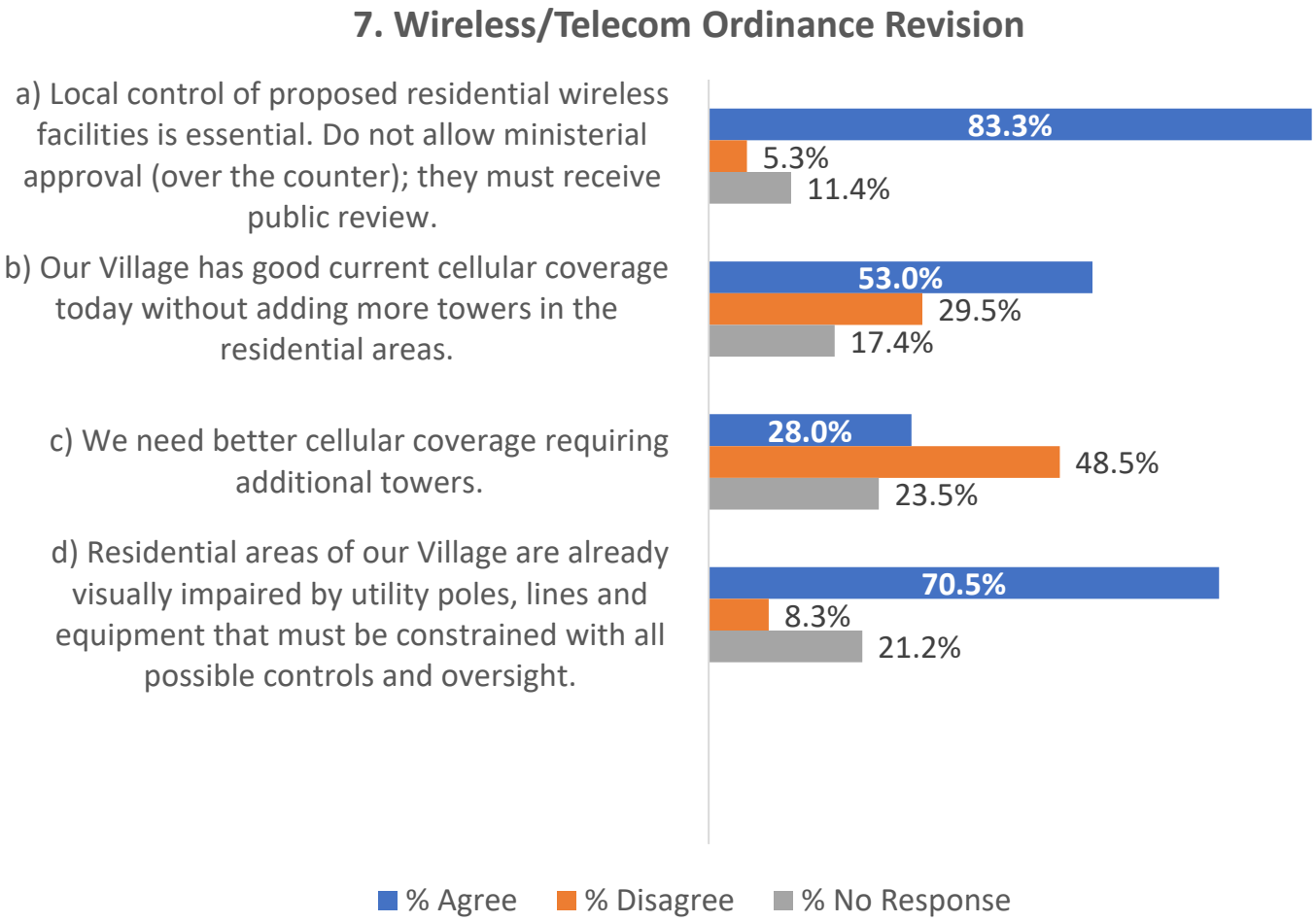
Open Comments

- *I am opposed to paid parking on the streets of Carmel. I am supportive of finding ways to make employee parking easier and more affordable for employees. I am supportive of creating more parking possibilities.*
- *We need more parking spaces in a facility that could be paid parking funded by a bond. We need more spaces, not just more money while we annoy residents and tourists alike.*
- *Paid parking has never worked in the past, the two-hour limit is fine, meters are slightly, let's help make our visitors feel welcome.*
- *No paid parking. We require more enforcement.*
- *The plan includes only 4 kiosks in the whole downtown district. Technology has changed drastically since 2014. There is no comparison.*
- *I fully support the proposal of downtown paid parking. It will reduce congestion and useless circling of cars. Although there will be no more cars and no fewer spaces, they will be utilized for shopping more efficiently.*
- *Paid Parking does not belong in Carmel.*
- *No paid parking.*

- *Definitely need viable options for employee parking. Vista Lobos, Sunset Center north and south lots could be workable solutions.*
- *Don't like idea of paid parking at all. I will not patronize businesses if paid parking area. Paid parking brings higher level of confusion and stress for visitors, encourages economic divide & discriminates against those who can and cannot pay to be in our town.*
- *Employee parking is a priority.*
- *It will discourage people to come to our town and shop and dine.*
- *Enough kiosk would be needed so people can easily identify and use and not have to walk blocks to find.*
- *Residents should pay less/nothing for parking - special resident's sticker.*
- *Proposal for car free zone in downtown each Saturday and Sunday. Reference Back Bay Boston's car free zone on Newbury Street every weekend during summer months. It's a roaring success, especially for the retail businesses.*
- *I think there should be a few blocks in downtown which are pedestrian only. It is just not OK to have delivery trucks, bicycles, pedestrians, motorcycles, and motorized wheelchairs, and parking on all those narrow streets.*
- *Eliminate paid parking; add 4-5 parking officers & staff with Veterans and Handicapped Personnel. Cost less also.*
- *I would be happy to pay for parking if there is a yearly fee and automated enforcement. If I have to pay at a kiosk every time, I will drastically curtail my trips to downtown.*
- *The City needs paid parking. Tourists don't care whether parking is free. Residents should be able to get a sticker every year that allows them to park for free (like Laguna Beach does).*
- *No new parking STRUCTURES to be built in Carmel proper.*
- *Not sure what 6c, above, means, so I didn't answer.*
- *If the City has decided to do this don't waste $100k+ on useless studies and public sessions. Paso Robles has been a failure and they are now discussing removing it after a couple of years. The revenue didn't happen as expected and EVERYONE hates it.*
- *I would rather pay for parking then drive around looking for a parking space*
- *Do not need paid parking. We visited Paso Robles. Their system is fraught with problems and has not benefited the City financially.*
- *Exempt City residents so long as their vehicle(s) have a valid residential sticker*
- *Oppose it and will avoid going downtown if it is implemented as most of my neighbors agree.*
- *I believe this is necessary because businesses have not taken responsibility to have their employees park outside the business district.*
- *No paid parking. No loss of parking lots currently in existence. No parking proposals that push more tourists and workers into residential neighborhoods.*
- *No paid parking as neighborhoods will suffer from many visitors flooding neighborhoods.*

- *More meter gals or guys are needed. That would be an easier and cheaper and more Carmel solution, especially if we hired retired individuals.*

Topic # 7 Cell Towers – Findings

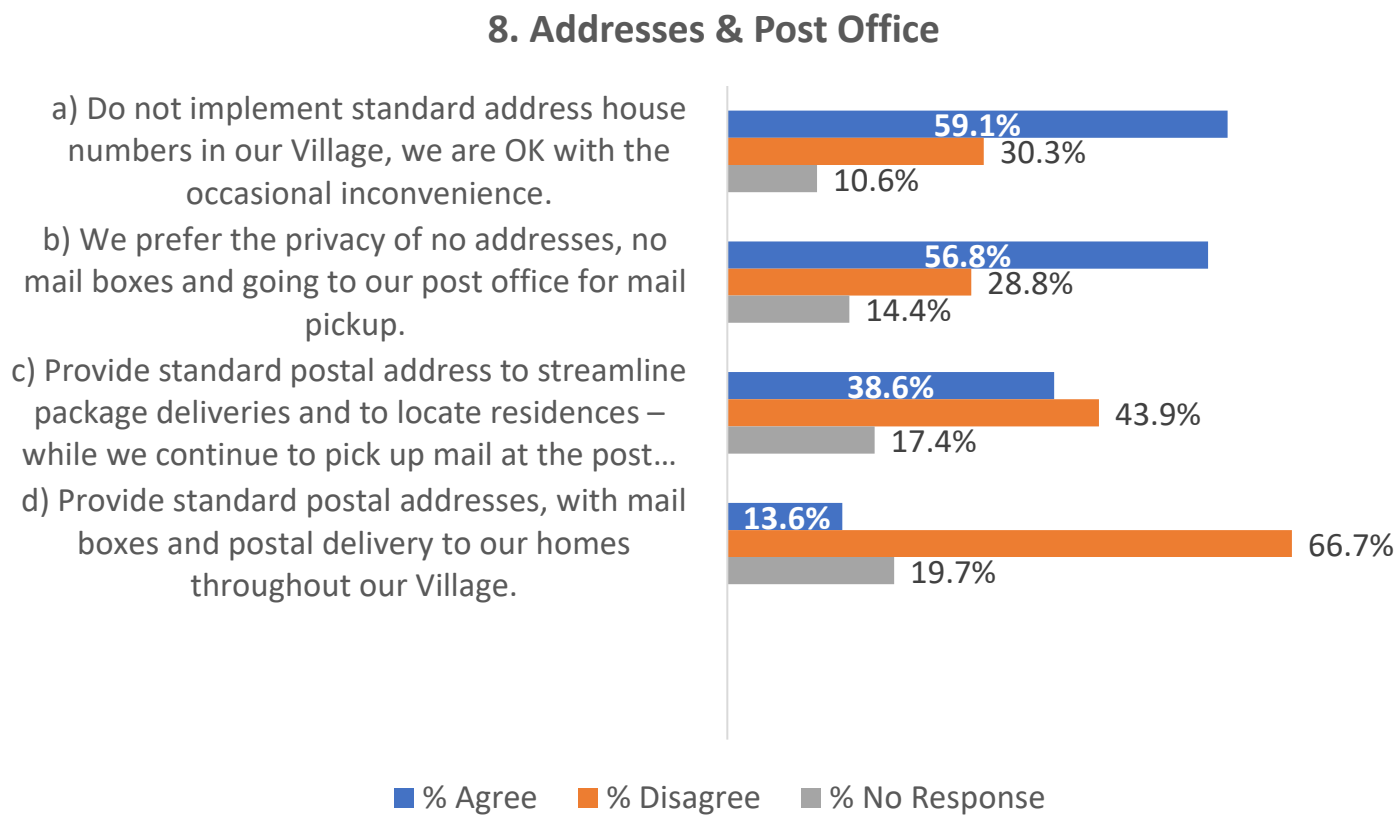


Open Comments

- *We need to reduce visual clutter. Have the cell companies put wires underground if they want poles everywhere.*
- *Let's get the power lines underground where they belong. Then the cell issues will make better sense to be careful.*
- *Don't lose sight of underground utilities to reduce visual clutter. Might help keep the power on, too!*
- *Once one cell tower is allowed, we cannot stop additional towers.*
- *We cannot lose local control in our Village.*
- *We need to get serious about under grounding utility lines.*
- *Verizon reception at Monte Verde and 10th is poor.*
- *Our poor cellular coverage is a public safety problem. Calling for emergency services is inhibited in several areas of our community and even within my home.*

- *Remove the intrusive traffic cams in residential areas (e.g., Santa Lucia Ave). Clutter, impedes pedestrian walkway, and invasion of privacy.*
- *Keep towers and poles away from our tiny town.*
- *My ATT is fine. Can't speak for other carriers.*
- *We need better cellular coverage WITHOUT additional towers.*
- *Future advancements will address coverage issues. Let the industry solve this, Carmel shouldn't have to.*
- *This is a number one safety issue.*
- *The City has wasted a lot of money on this. Let's learn from this and not let it happen again with another project. This was saved only by diligent public involvement.*
- *Bury the poles.*
- *Time to underground power.*
- *Approve more smaller boosters among existing buildings. The county needs to work on black out areas in Carmel Woods. Carpenter street & west towards the police station needs addressing.*
- *Requiring additional towers or whatever equipment it takes to get service.*
- *Question 7c misleads the public that if you want better wireless telephone service, you need more towers. More towers in closer proximity are for video service.*
- *Need to underground utilities!*

Topic # 8 Addresses & Post Office – Findings

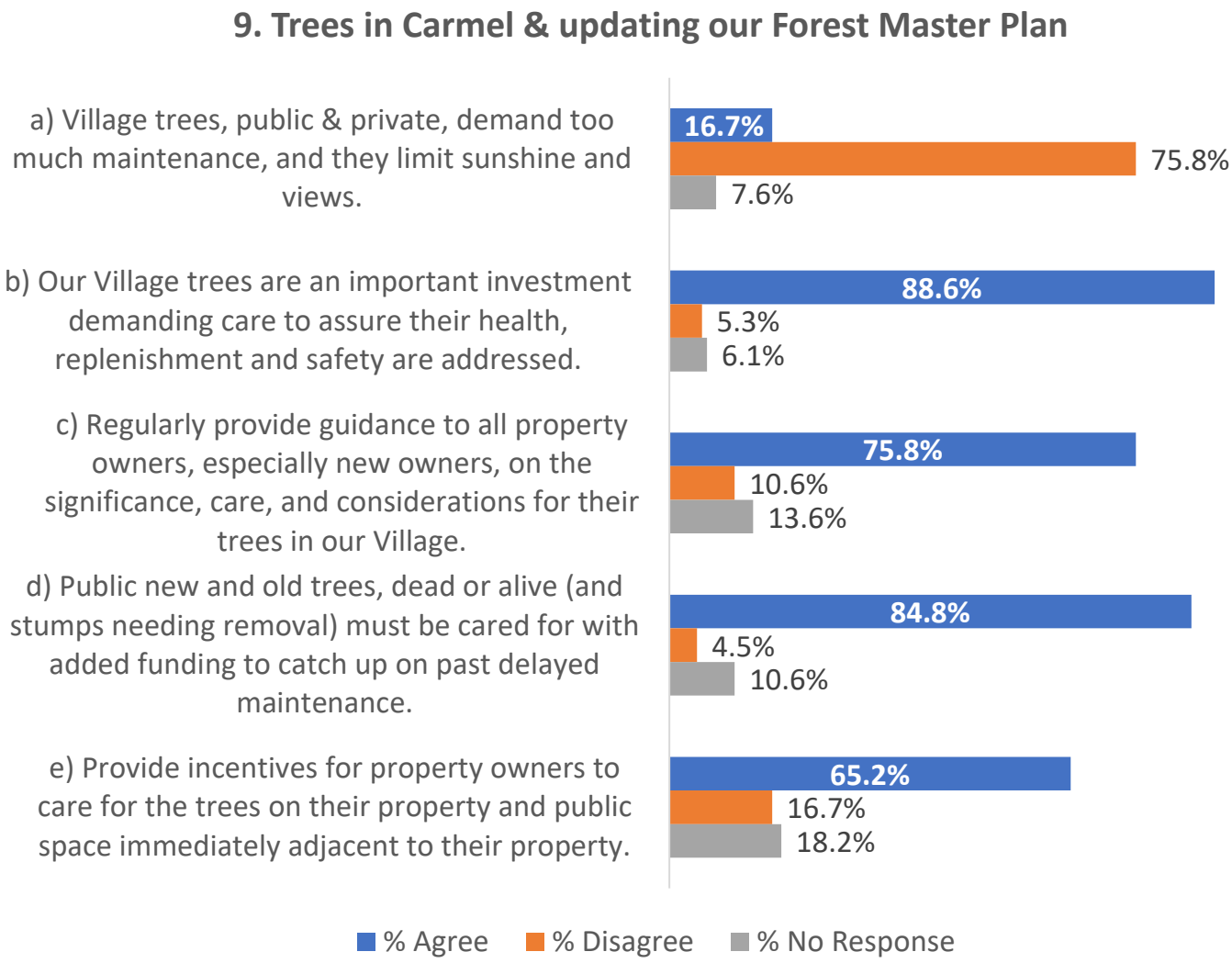


Open Comments

- *I love not having addresses in our Village...even without occasional inconveniences.*
- *The main problem is the US Postal Service does not recognize Carmel by the sea as a City who has no physical addresses. This impacts financial institutional approvals.*
- *I am okay with having an address and still going to the post office for mail. But I would also be fine with mail delivery.*
- *No address on houses; no postal delivery. Why? Our PO will disappear. Our closest PO will be at the mouth of the Valley.*
- *Once we move to addresses then it leads to solicitation then leads to more trucks then drones etc.*
- *Some homes already have addresses. Should be optional. Name of house combined with address OK.*
- *Once homes are given addresses it will inevitably lead to the eventual closure of the downtown post office.*
- *If you place a house locator e.g., 7NW visible from the street, packages can be delivered easily. 19 out of 20 homes (during my informal walk on every street of CBTS) do NOT have house locator signs. No wonder packages can't be delivered successfully.*
- *Go back to where you came from.*
- *Leave as is!!*
- *Just give us an address so we can be found by delivery drivers, friends, etc.*
- *Let's get going on standard addresses ASAP.*
- *Keep Carmel Carmel.*
- *No to numbers. residents to make a Village looking sign with address for their home or fence.*
- *The post office seems curiously uninterested in making sure we get mail that comes to the post office. I cannot imagine that they will be able to competently deliver mail at all.*
- *It is ridiculous to insist on not having a way to clearly identify the location of a home. It is not quaint; it is a malfunction. I moved here knowing it was this way, but that doesn't make it right.*
- *Our address system has worked for over 100 years, it's good for all to walk to the post office.*
- *No addresses are an integral part of the charm and uniqueness of Carmel by the Sea. Inconvenience is minimal.*
- *I strongly support addresses. Getting credit cards, Real ID and services like AAA are very difficult for the past 6 years. And I can still chase the tow truck when he can't find my house. That won't last forever.*
- *Inconvenient but part of our Village.*
- *Most companies have GPS to locate physical addresses.*
- *We are okay with system as it is.*

- *If you buy into the town, you get the standards and character of the town. There is already a program in place to deliver to those who are unable to get to the post office. It is handled and works fine. Don't change it.*
- *This is one of our unique features--keep the charm as is.*
- *PLEASE PLEASE PLEASE implement standard address house numbers for houses in the Village!!! It's long overdue.*
- *No on addresses. Our City was founded on the post office concept.*
- *Monterey EMTs don't know how to find addresses - this is a serious emergency issue! It's happened 2x this yr.*
- *Leave system as is; house numbers will lead to merger of "93921" with 93922&93923. Feds control this decision.*
- *Either option c or d would be a vast improvement over the current headache, e.g., it is now virtually impossible to get a new Comcast setup since they closed their office that had the physical map.*
- *We need street addresses. It is too difficult to arrange utility services, deliveries, etc. No postal delivery is fine, but it's time to join the 20th century, if not the 21st.*
- *Have a way for homeowners to select from a variety of signs with the current XYZ 3 NE zzz type of addresses on so they will be standardized and have every house have them.*
- *Lack of address is so much more than an occasional inconvenience. It is insane and unsafe.*
- *Keep Carmel unique and a Village. No need for postal addresses.*
- *It needs to be done. Utility bills addresses all make up a different system. It's only a matter of time before the City is sued. Why waste money fighting it? Get the addresses done and get it done it twelve months not twelve years of debate.*
- *I strongly oppose standard addresses requiring large banks of boxes at street corners. This would chip away at our community character and small Village social fabric. Do not be fooled, our Post Office will not survive in spite of promises!!!*
- *Need the safety and reliability of post office. Who is crazy enough to think the post office will stay open if there is local delivery? Get ready to go to the crossroads so the post office can save money.*
- *We like Carmel's traditional arrangement. The Post Office is about the only place we can meet other residents these days!*

Topic #9 Trees in Carmel – Findings



Open Comments

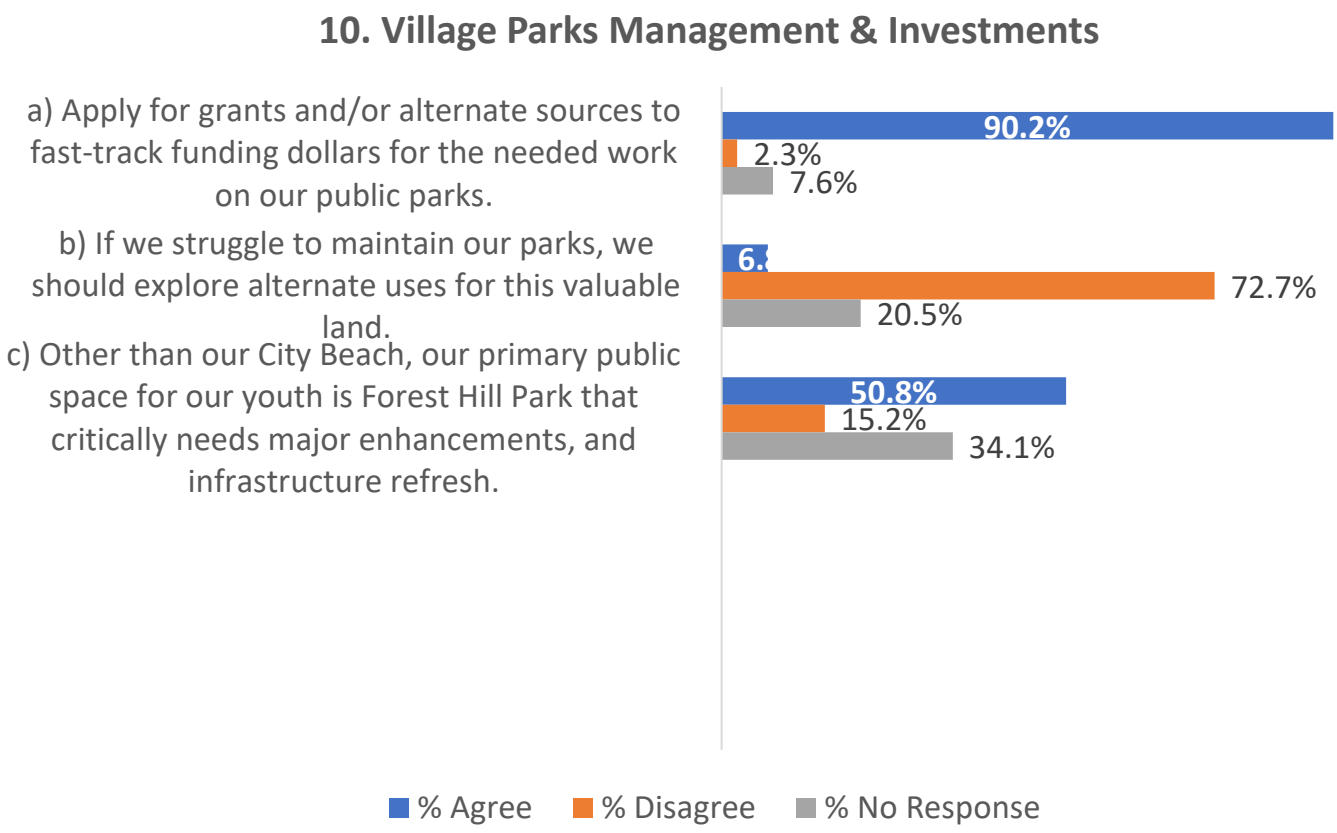
- *We need to encourage & fund care for trees, but also put the right trees in place to minimize storm related power outages.*
- *The above questions are too complex. Tree removal and replacement should be handled on an individual site basis. A blanket regulation for the number of trees per property is not always possible.*
- *Property owners should not need incentives to properly care for their own trees or those surrounding them!!*
- *Trees are Carmel along with the Ocean.*
- *Trees are what make Carmel special!!*
- *The trees in our Village (esp. City owned) are not well maintained. Permit costs for residents still too high!*
- *The Friends of the Forest Organization should be of help in these matters.*
- *Trees make Carmel-by-the-Sea. If you dislike trees, Marina & Sand City are nice places to live too.*

- *Love our trees!*
- *Allow owners to prune and remove if necessary old trees! They do have a lifespan and a new tree can be planted to replace.*
- *Trees need to be maintained by our City taxes. Individuals need to remove dead trees. Businesses need to remove dead trees and care for their own trees. Our City officials are ignoring some "Inns" that have dead trees on their property.*
- *Leave the good ones and chop the bad ones seems pretty simple to me?*
- *Part of owning property should include maintaining trees, especially new homeowners. Also, City should check to see if trees are planted following construction. No one is checking this part of the permit.*
- *What if owners cannot afford or do not want an incentive to do the work on City trees adjacent to their property?*
- *Save the Monterey Pine forest!*
- *We need to maintain our trees and stop planting more under utility wires.*
- *Need to avoid lawsuits against the City by owners who were injured or have property damage from fallen trees or branches for which the City overrules an arborist recommending removal. Human life and limb are higher priorities than tree limbs.*
- *Not only are trees good for the environment, but they also help the value of our real estate and attract tourism, the key income elements of our community.*
- *The trees are an intricate part of our Village, along with the architecture. I don't understand why the City allowed beautiful redwoods to be cut down across the street that were healthy; it's a shame!*
- *Replace dead trees in similar location whenever possible. Can we require homes to allow trees to be planted in front of them?*
- *I like the idea for incentives.*
- *Incentives for property owners only for trees on private property.*
- *Public safety is at risk due to dead and dying trees and limbs in Carmel. I am very concerned about the current irrational policy and process in place.*
- *Including replacing young trees where old have been removed. The shade and green cover are essential to our town's character and clean air and natural habitat. Prioritize the trees which benefit everyone.*
- *Way too many trees in Carmel in Carmel by the Sea today. Many, many beautiful public views have been lost over the 70 years.*
- *Balance ocean views and planting trees. Dead trees used for utility poles are an eyesore. So many overhead wires look like a third-world country. There should be a long-range plan to put all wires underground.*
- *Old Monterey Pines are a threat to our safety and should be removed upon reasonable request.*
- *Forestry standards should be informed by post-storm damage assessments on how the tree maintenance could have been adjusted to avoid damage.*

- *Trees are a liability given how difficult it is to stay on top of maintenance and allow homeowners to proactively remove potential hazards. Carmel used to be dunes -- the 100-yr tree "experiment" may have been a failed one.*
- *Trees are important, but the City needs to be more responsive to requests to remove dying and/or trees in danger of falling or causing harm.*
- *This is a common decency to do.*
- *We are woefully underfunding our Forestry efforts. You don't need a new master plan to figure that out.*
- *Public trees should be maintained by the City not by homeowners. That is a crazy idea.*
- *Cypress no oaks.*
- *Tress need to be maintained to prevent dangerous situations. Learn from Lahaina.*
- *Do not require upper canopy trees under power lines. The pine trees should only be planted in groups. Replace the isolated pines that are 97 years old with a VARITY of trees. They are a hazard.*
- *The native Monterey Pine is too large and dangerous for continued mass plantings. Cypress is also too large for single lots. Focus on smaller species that could be more manageable and accomplish a forest canopy.*
- *Balance ocean views and planting trees. Dead trees used for utility poles are an eyesore. So many overhead wires look like a third-world country. There should be a long-range plan to put all wires underground.*
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- *Do not require upper canopy trees under power lines. The pine trees should only be planted in groups. Replace the isolated pines that are 97 years old with a VARITY of trees. They are a hazard.*

- *The native Monterey Pine is too large and dangerous for continued mass plantings. Cypress is also too large for single lots. Focus on smaller species that could be more manageable and accomplish a forest canopy.*
- *The forest is our defining Village feature. In the last 15-20 years our forest has not been properly maintained. We must fund it properly & have a forester that understands our unique environment.*
- *Carmel is a "Village in a (Monterey) Pine Forest", not just any forest. Carmel is ecologically and spiritually one with our local native Monterey Pine Forest, being the only Peninsula City that made the forest central to its character.*
- *Trees or even worse "totem poles" with utility lines attached should have the lines rerouted so that all totem poles can be removed in the City. A total eyesore.*
- *Monterey pines are fundamental to Carmel's character and should be emphasized in plantings.*
- *I lament over the loss of our forest and trees. City folks don't understand the relationship between human habitation and Mother Nature - they need to be educated and more involved rather than living in fear and destroying their environment when they move here. (originally provided in #17 Summary Comments)*

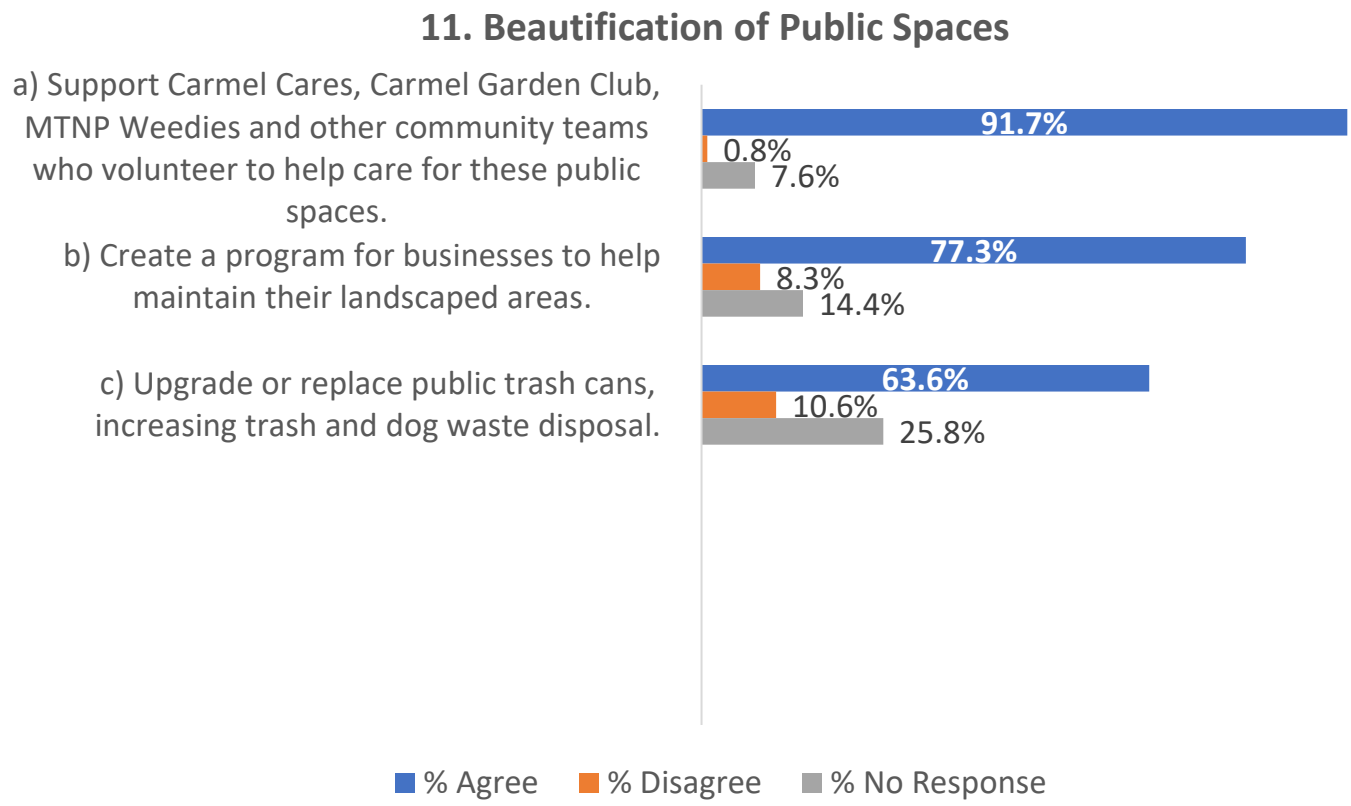
Topic #10 – Village Parks – Findings



Open Comments

- *Kids in First Hill Park are routinely getting hurt (and don't report it) - this park is a disgrace to our Village.*
- *Public green spaces, parks and beach, are part of our City identity, and should be maintained as a priority.*
- *Essential.*
- *Dogs should be allowed in Devendorf Parks "remove the ban!"*
- *With high property taxes, City should be able to maintain our parks.*
- *We have $ 40 million. Let's put it to good use in Carmel in all areas and cap pensions.*
- *Keep the parks and spend the money to make them beautiful.*
- *We are one square mile, for god's sake! We have an overabundance of paid employees. One wonders what they are all doing.*
- *Unsure about what "infrastructure" needs exactly you speak of in 10 C.*
- *Should homeless encampment ever occur in our parks, it needs to be addressed immediately, including referrals for appropriate social services. I am moving here from Santa Monica partially for this reason! Once it starts, difficult to reverse.*
- *We should support our parks and ensure they are properly maintained by public works department.*
- *Forest Hill park is not priority, tired of trotting out our youth as excuse all the time. Let's assess actual usage/users/accessibility by all residents when prioritizing funding for maintenance and repairs.*
- *Tennis court has tree hanging over that is bound to poke someone's eye out. Been like that since winter.*
- *With the parking fees maintain the parks!*
- *Preserve wildlife habitat wherever possible.*
- *Attract more volunteers and get them to fundraise and plan these projects, friends of forest Hill Park etc. If there's one thing to do - it's activate for a cause.*
- *Much significant work is done by volunteer groups and that should be recognized, augmented, and better coordinated.*
- *Forest Hill Park should remain wild, as it has always been, except for the southern playground and open field. Please don't fiddle with it. It is a reminder of what Carmel is and what the founders wanted our public spaces to be...natural!.*
- *That part of Pescadero Canyon along 2ND Ave controlled by the City must be better maintained. It is too frequently a high fire risk.*
- *Leave Forest Hill park as it is!!!*

Topic #11 Village Beautification – Findings

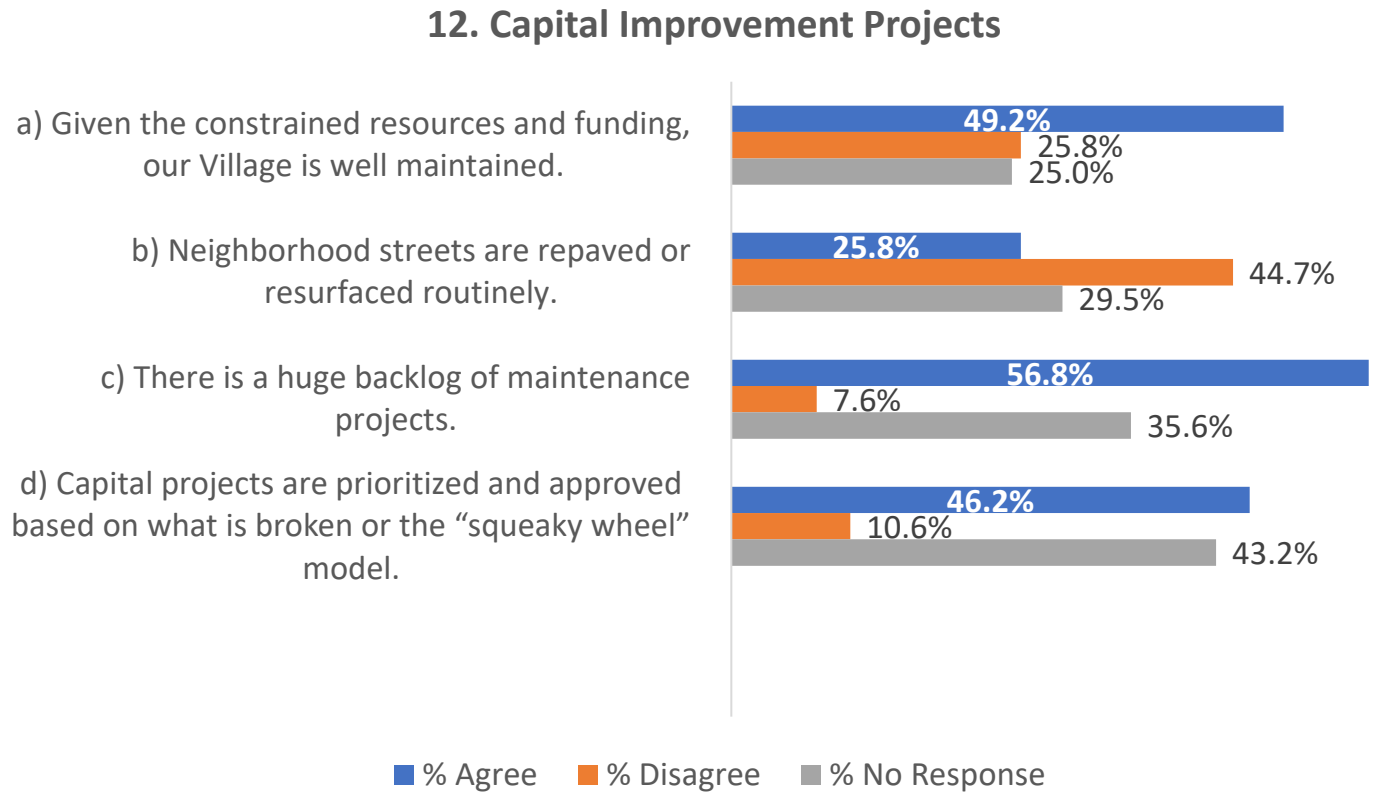


Open Comments

- *Carmel Cares needs our support.*
- *Should not require Carmel Cares to pick up. City should perform this work.*
- *Kudos to all the volunteer groups that help this cause. The rusted trash cans are a disgrace to our Village.*
- *Businesses operating downtown may be renters and not on the property. Business owners that beautify and maintain areas in front of their property should be publicly recognized as an encouragement to continue.*
- *#11b - That is City property and should be maintained and cared for by the City employees. Trash cans are currently being replaced.*
- *Labor intensive but necessary.*
- *Return residential trash cans that were recently removed; City should do more for beautification!*
- *Encourage homeowners to minimize street parking.*
- *Keep Carmel-by-the-Sea free from stickers & graffiti.*
- *Again, with high tax base, should not be a problem to keep beautiful.*
- *Squirrel trash cans need to go and new cans with open holes in their stead. Some of our sidewalks and dirt areas around trees need grooming. Some businesses need to take much better care of their own storefronts.*
- *Just keep it clean and nice!*

- *Need bins that fit in with architecture of town. A few metal ones already installed are terrible. Look like they belong in a huge shopping center.*
- *Thank goodness for Carmel Cares!*
- *We need trash cans with open tops. Replace all Squirrel cans. Need Butt receptacles.*
- *Recommend annual review by the Council with public comment.*
- *We need to keep Carmel well-groomed for many reasons including property values and tourism among a few. It is absurd that a community spending over $40,000,000 a year on one square mile can't keep it maintained.*
- *Carmel Cares is doing a great job. Coordinated effort with the City is essential.*
- *MTNP group are an old volunteer group. They have also assisted in upkeep of the Flanders garden.*
- *Trash cans, dog waste seems to be under good control (pink dog bags working great). Carmel Cares seems to be working well, also campaign of "Love Carmel Like a Local". Maybe try boosting volunteerism/participation?*
- *City should fund more of the activity above.*
- *Plaudits and thanks to Carmel Cares. The town should prune broken tree limbs along Scenic and elsewhere. A dead tree is unsightly, NOT sculpture.*
- *Property Owners must take responsibility for keeping their property clean, and landscaped. It is an embarrassment that volunteers need to tidy and beautify private property.*
- *Lots of deferred maintenance around...thank goodness for volunteers, they deserve more support.*
- *Get the neighborhoods involved. Have an expedited process that can approve/ authorize neighborhood projects.*
- *Trash cans disappeared when bus stops taken out.*
- *More flowers and plants, less weeds, cleaner sidewalks.*
- *The City needs to do more. Tourists heavily impact these areas & expect these areas to be well kept & beautiful. Thanks to Carmel Cares for all of their efforts!!!*
- *Thanks for Carmel Cares.*
- *Our public spaces should be planted in a way to as much as possible recreate the harmonious and rich natural habitat of the native Monterey Pine Forest our founders created Carmel within, respected and cherished.*

Topic #12 Capital Improvements - Findings



Open Comments

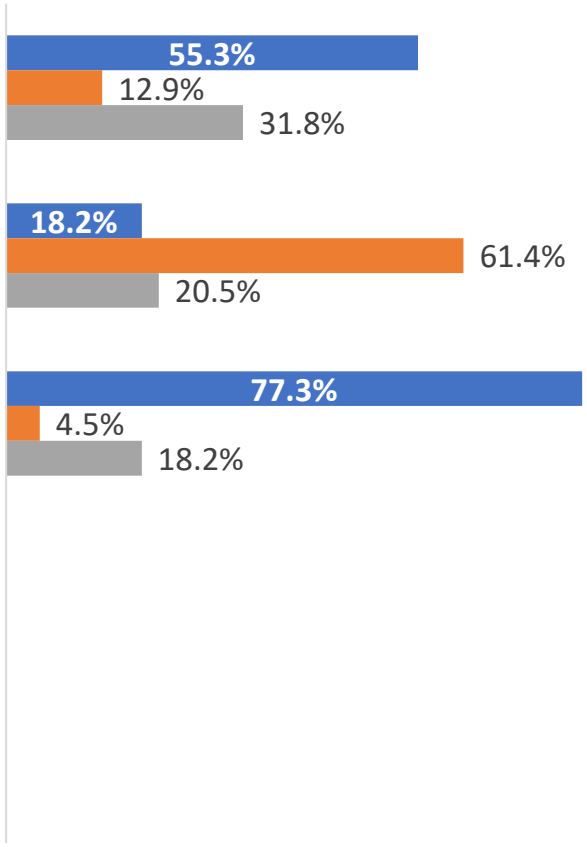
- *There must be allowances for affordable housing to be available - it is not just the wealthy elite who live here.*
- *Resources should be provided for preventive maintenance instead of reacting to what is broken.*
- *Didn't know the City had a 5-year plan. Our City has plenty of money to take care of these types of projects. But there is no evidence of Reserve funds identified for specific purposes to have ongoing planned for maintenance.*
- *This is a City Council issue. A budget issue.*
- *Our residential streets are poorly maintained & disgraceful. City spends too much on CIP with little to show for it.*
- *Difficult to answer these questions without further knowledge from the City.*
- *Let's repave some of our streets. If it weren't for Carmel Cares, etc. our streets would be a mess with trash and weeds. We should hire some of these out.*
- *Again, just keep it clean and well maintained!*
- *Pave the streets and fix the sidewalks. Start a plan with deadlines. 11th on side of our house has lost 12 feet of pavement. 11th is very narrow.*
- *Our Village roads are a mess. Without volunteers, our streets would be full of trash and butts.*
- *We used to resurface our residential streets on a regular basis. A few streets every year.*

- *Many of the CIP projects are consistently behind schedule. The City needs to ensure more timely completion of projects.*
- *Regarding #12d - broken must be prioritized. Squeaky wheels do not need to be simply because of ongoing complaints.*
- *Overall, I think they are doing a good job of prioritizing, and I trust they are putting safety first, then help-the-most-people projects at the forefront.*
- *A long-range plan that is prioritized should be available and followed for all major capital improvements.*
- *We have a 40-million-dollar budget. Things should get taken care of!*
- *The City should reclaim easements in the public right of way.*
- *Please get the streets paved!! The roads are terrible, especially after this last winter. We are not Illinois- fix the streets!!*
- *The people who do this work are great - very helpful and responsive.*
- *Shameful state of our streets. Nearly every street needs replacing. Deplorable.*
- *The Carpenter Street entrance to Carmel needs repaving, i.e., Serra, Camino del Monte, etc.*
- *Not sure about the status of the capital projects in order to comment.*
- *Streets - absolutely terrible - why pay so much for such poor results. Is way too much money going to CalPERS, or what is happening?*
- *The City needs to contribute more to the CIP & complete projects rather than pushing to the future. Let's consider a tax to really accomplish all of the needs.*
- *Need more City funding of capital improvements.*
- *A number of roads are in need of pothole/tree lift repairs. Funds should be earmarked for these purposes instead of paying off City police chiefs for unknown indiscretions.*
- *Our streets are badly in need of re surfacing not just covering potholes. (originally submitted with #17 Summary)*

Topic #13 Climate Planning – Findings

13. Climate Action Plan Implementation

a) Assign the critical ongoing public review and tracking responsibilities on these plans to the appropriate public commissions (Forest & Beach and/or Planning).



b) We need to encourage switching from gas to all electric on heating, water, stoves, and more throughout our Village to decrease the use of fossil fuels.

c) We need to ensure funding will be available to protect and maintain our City beach sea wall and abutments.

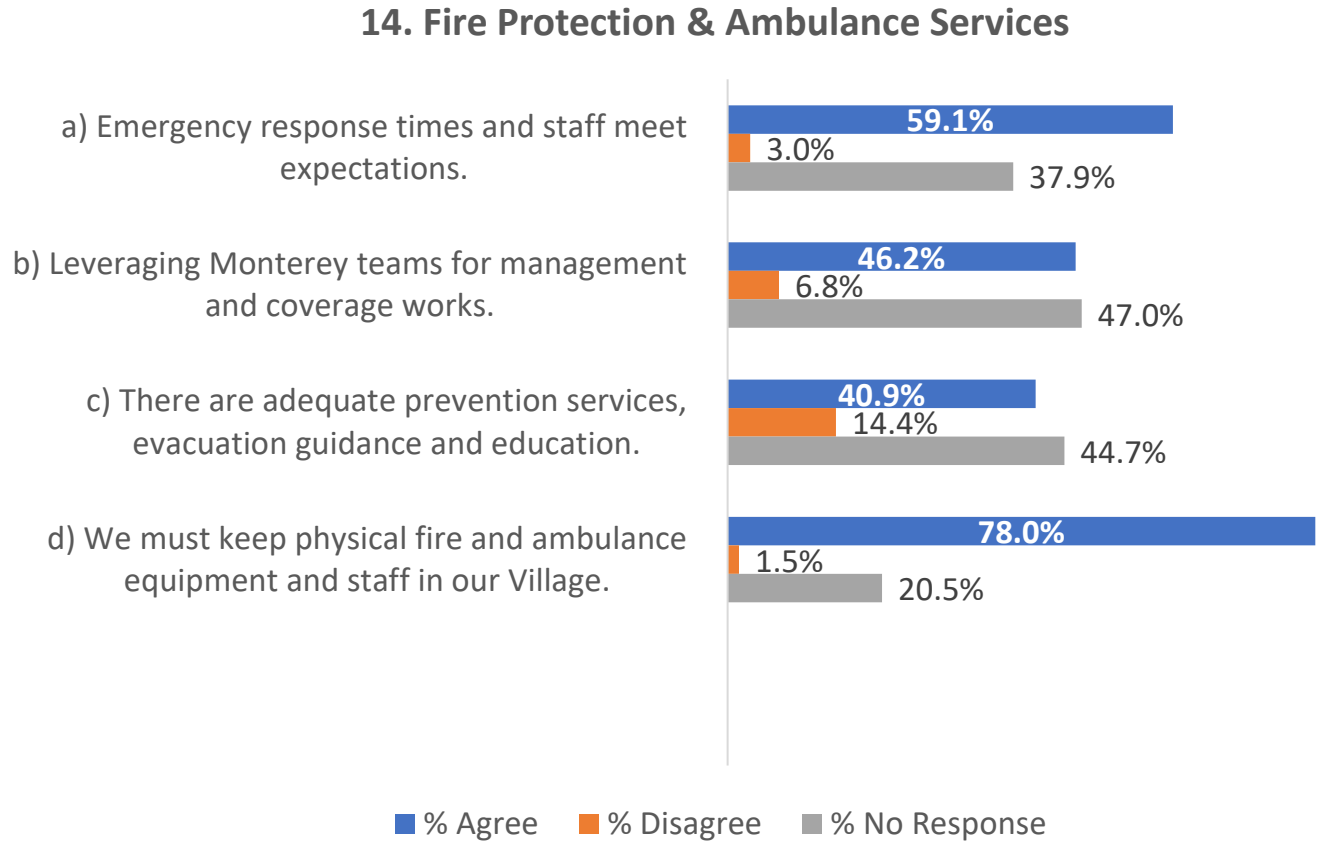


Open Comments

- *13b - absolutely ridiculous! There is not enough power to support this concept!*
- *We all know, or should know, there is a climate crisis.*
- *I also live in an area that routinely gets hit by hurricanes, without my gas stove and fireplace I would not survive! We lost heat a few years ago and I was so thankful my gas fireplace worked!!*
- *Spending too much money on this, especially consultants & surveys.*
- *When sea level rise washes away the gardens & homes by Scenic Drive & Del Mar parking, building sea walls is not the answer.*
- *Some encouragement toward electric OK, but shouldn't force people with gas cooking to change.*
- *Natural gas is a great option when the power goes out.*
- *It's ridiculous to eliminate natural gas. Our footprint here is very small. Let's put our energy into what needs to be done first. Let's keep our water clean, eliminate plastics and such that go into our oceans. This is needed far more.*
- *Let's not go overboard here I haven't noticed any of our City falling into the ocean.*

- *What do we do when the power is out, and we don't have gas stoves, heaters, and fireplaces??*
- *We have enough to do without this. True "Climate change" takes thousands of years to study. The earth goes through changes. Let's worry with decreasing plastics, landfill reductions, etc.*
- *Absolutely do not ban gas appliances.*
- *Address the effects while judiciously avoiding the divisive politics of the cause.*
- *Natural gas is imperative during our frequent power outages for generators and cooking. Here is little need to stop using gas.*
- *When the power is out for 4 days, who has hot water and can cook food? Those who have gas appliances.*
- *If the power goes out, gas stoves and water heaters still work. Protect the electrical lines and then I would agree.*
- *We do not have a strong electrical grid to go all electric.*
- *Our electrical infrastructure cannot currently support eliminating gas. PG&E outages during winter storms require gas backup for heating and cooking.*
- *Do not support all electric appliances.*
- *This is key to preserving the best part of our town's "nature, the beach, the forest, the parks, the green & open space. Agree it is a priority. Not knowledgeable enough to comment on the operational piece.*
- *Mother nature will win the battle. This is a long-term challenge.*
- *I would be in favor of encouraging all electric IF we were able to underground our electrical wires. We have a gas stovetop which has been a lifesaver during the many outages, and I can't let that go.*
- *Without immediate projects to strengthen sea walls in vulnerable areas, we have high risk to lose portions as happened in 1983.*
- *Do NOT ban use of gas or compromise its use by private owners in any way.*
- *Elderly, diseased, and dead trees that block solar systems should be replaced with lower canopy trees (state laws support this).*
- *We should encourage the switch, but demand it (gas/electric).*
- *Remodels & new construction should be electric. Let's see how existing commissions handle this & if they cannot handle this. If not, create a new commission with people more informed & intune with the latest information.*
- *Need new construction to be all electric but not conversions.*
- *An entity composed of individuals with scientific expertise should oversee appropriate implementation of elements of the plan, incorporating new insights on the unfolding crisis.*
- *Given the size of our City I believe the expenditure of City funds to this end has been a complete wasted effort.*
- *Get some science into this issue!*

Topic #14 Fire & Ambulance – Findings

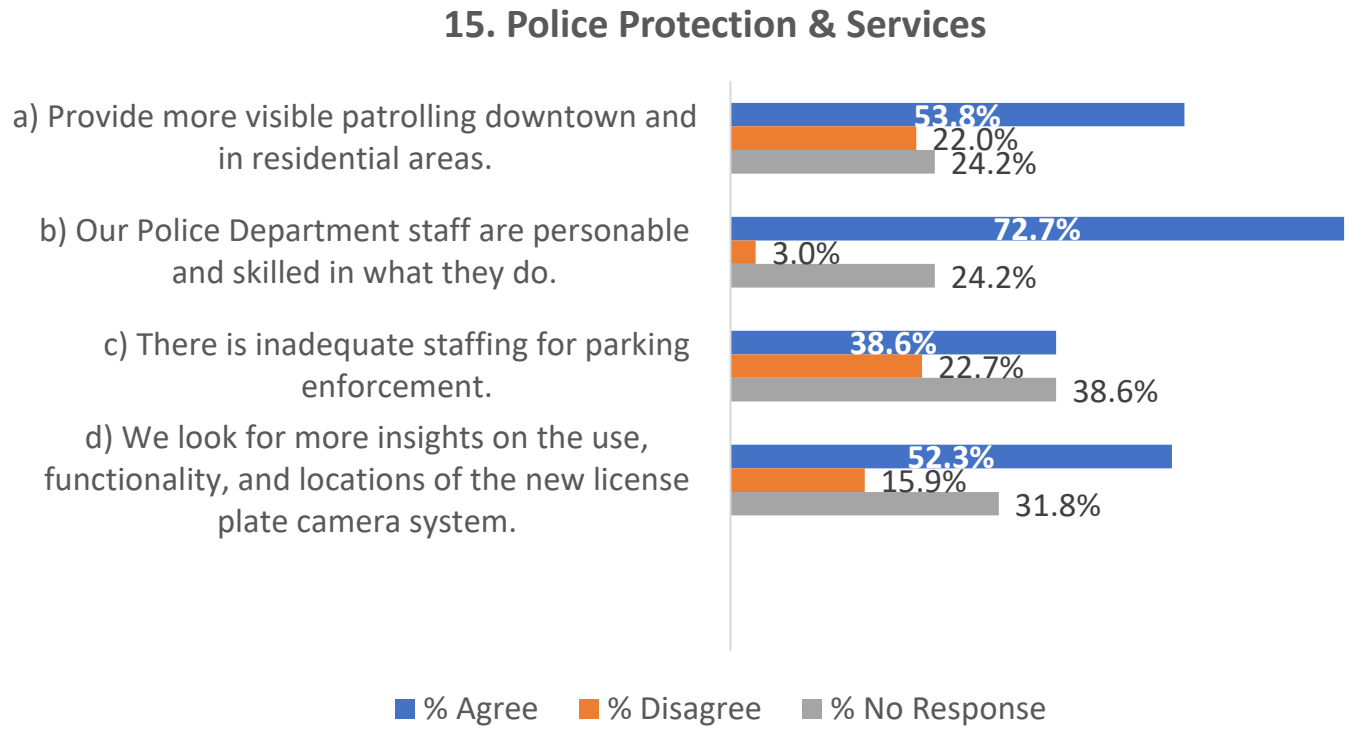


Open Comments

- *Local ambulance and fire are critical. Please do not remove at any cost. I would be dead if not for local ambulance service.*
- *Excellent response and services to be supported.*
- *A THANK YOU TO THEM FOR Their excellent response and service to our community.*
- *City government issue. Let's hope for the best.*
- *We need our own ambulance and fire truck. Do not get rid of our ambulance! I have no idea about response times, or evacuation plans.*
- *Keep it as is!*
- *Do not ever get rid of our ambulance or our own fire truck.*
- *Every SECOND matters with myocardial and cerebral infarction for survivability, well documented in medical literature. Safety is a prime directive of government.*
- *We are a small community next to large ones. We can leverage their investment instead of reinventing the wheel.*
- *Keep resources local. Have Carmel by the Sea own fire and ambulance assets such as buildings and equipment. Contract with Monterey for fire and ambulance staffing.*
- *Neighbor has needed paramedics numerous times in past months; response was always excellent.*

- *See comments on street addresses and EMTs finding people with emergencies.*
- *Carmel fire and first responder are always first on scene. The existence of Carmel fire at their location AND THEIR FAMILIARITY with the local speeds response times and has saved lives and property.*
- *I am not well versed on this subject due to being in my home part-time.*
- *I have always supported having our own Fire & Ambulance service as they know our Village best & respond best.*

Topic #15 Police & Safety - Findings

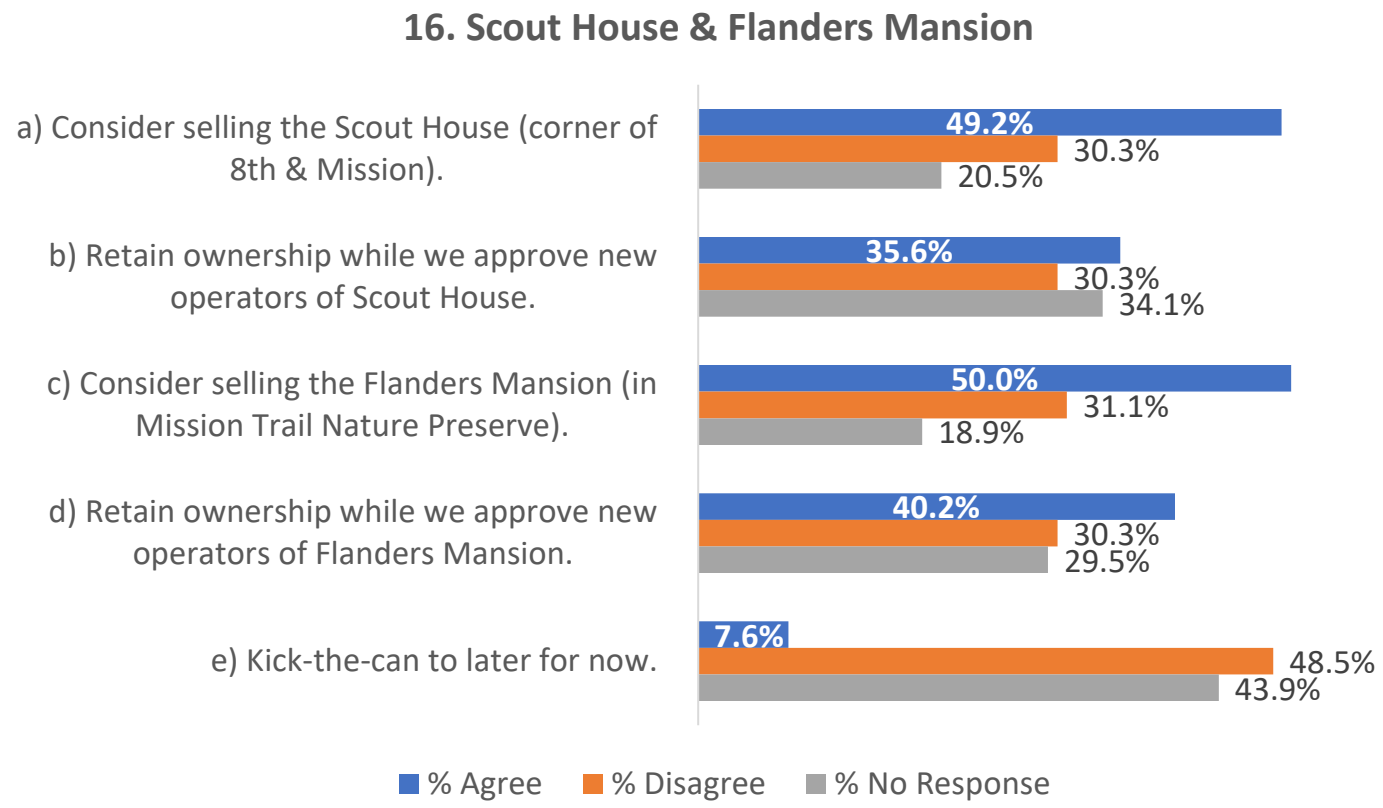


Open Comments

- *I'm not concerned about the cameras and privacy, I'm more concerned about the visual clutter of the cameras.*
- *Enforce drivers ignoring stop signs and residential parking signs.*
- *Another thank you for their hard work providing safety to our community.*
- *15d - unclear question. I support the installation of the cameras throughout the Village.*
- *Do we have adequate policing in Carmel? I don't know.*
- *Police visibility is important to deter people with nefarious intentions. We do not want to become victims.*
- *Big mistake to cut # of officers & try to make up for it with technology. Need more PD presence, hardly ever see them.*
- *Cameras are a must for all reasons we all know about.*
- *Pretty safe place to live so let's just keep it that way!*

- *We need more police officers.*
- *Forget about cameras except some downtown and ingress and egress from the Village.*
- *Let's not spend our dollars doling out parking tickets.*
- *Police surge capability required for potential future civil unrest or social media enabled flash mobs intending to loot. License plate/face cams facilitate conviction and subsequent deterrence.*
- *The Police department is stellar; kind and efficient. We could get a lot more parking revenue from more parking officers than their cost would be.*
- *Get the cameras working again! Parking enforcement is waaayyyy understaffed.*
- *License plate cameras got out of hand and vendor company needs to be reined in. Okay on entrance/exit to town, but remove in residential areas (e.g., Santa Lucia Ave).*
- *Police presence is lacking, especially on busy holidays and weekends. Encourage parking on only one side of the street at all times so vehicles can get through. With pedestrians and bikers and clogged parking, our streets are a hazard for all.*
- *Need more parking control officers!*
- *Thank you for your service.*
- *When first responders live locally, the Village benefits. Subsided housing. Or perhaps the five years of interest free mortgage that CHOMP has used in the past to attract needed specialties for something similar could be used.*
- *I do not see as many routine drive by's of City police cars on the street.*
- *Having cameras are only needed at all possible entrance and exits to the Village.*
- *Our police and parking staff are generally very good at the job.*

Topic #16 Flanders & Scout House – Findings



Open Comments

- *It would be sad to lose the Scout House, but this property would be ideal for incremental housing.*
- *Make a decision and move ahead as these properties deteriorate before our eyes.*
- *The life of the scout house is over and has been over for 30 years. Flanders is an albatross and should be sold even at a loss.*
- *The City should not be in the business of rehabbing historic buildings. Look at the results. Private ownership will do a better job.*
- *Retain these facilities for public purposes in perpetuity.*
- *Not familiar with Scout House.*
- *Both are albatrosses around City's neck & need to be finally resolved and sold ASAP!*
- *Not enough info to respond.*
- *Sell!*
- *Sell them with exact requirements as to use and refurbishment.*
- *What if the Mission/Catholic church want to purchase Flanders and turn it into a retreat. Would be quiet, no traffic.*
- *If Carmel can't keep them up, sell them to private person.*
- *Scout House as Community Center for meetings and activities. Lost cost. Flanders needs occupants friendly to the City and residents.*

- *If we consider selling the Scout House, we should only do this if we use the $'s plus others to fund a good multi-use meeting facility (e.g., at Vista Lobos).*
- *The City has been unsuccessful in revitalizing these assets. Time to sell.*
- *Sell Flanders already! It is continuing to degrade. We voted to sell it. To allow a small contingent to derail the sale goes against the will of the majority.*
- *Scout House is prime location to work with developer & Carmel Foundation, more senior housing. Flanders non-profit venue rental to generate its own income for maintenance (e.g., Filoli) and public meeting space (e.g., Carmel Woman's Club) for local groups.*
- *Sell both as soon as possible!!!!*
- *These facilities are excellent venues for studios, shops, temporary exhibits, and civic and/or cultural group meetings.*
- *Seriously pursue curatorship for Flanders this time; City lost MAJOR OPPORTUNITY with loss of (word scrambled as received)*
- *Low-income housing?*
- *Utilize the Flanders mansion property to create housing to meet RHNA quotas.*
- *Repurpose for City worker housing units?*
- *Flanders sitting empty is an advantage to no one.*
- *Explore all options that are credible. We should not be in a rush while the Council has so very many issues confronting it. If a good proposal comes forward it should be thoroughly explored.*
- *Explore options for occupancy and maintenance.*
- *Flanders is a complete embarrassment for the City. The last effort to find an operator went off the rails. The City must find a way to overcome the title restrictions to deal with this legacy asset.*
- *Having Flanders and Scout House lie idle is not acceptable when we are in need of housing. (originally provided on #10)*

FINAL - Open Comments #17 – No Topic Specified

- *My opinion may not be shared by some, but I miss the parklets.*
- *No taxes on non/resident owners - City budget is ridiculously high for number of residents. Maximum Strict law for cell towers. City Council and staff too progressive and out of touch with many property owners.*
- *To me, the biggest challenge in our Village is juggling priorities and $'s. There are so many needs and not enough time, funds, staff etc. This is why we pay the "big bucks" to our City Council (ha-ha) and look for good judgement overall. We simply must protect the character and charm of our town.*
- *I lament over the loss of our forest and trees. City folks don't understand the relationship between human habitation and Mother Nature - they need to be educated and more involved rather than living in fear and destroying their environment when they move here. (also copied this to #9 Trees)*

- *This survey was too lengthy to think of anything else at this time.*
- *Thank you for asking our opinion and surveying the membership to determine what CRA should promote and advocate!!*
- *This survey is important in my opinion. Some leading questions which will be obvious to the public but may just be correct in the asking. I hope you are successful in the survey. Thank you for all your work.*
- *I support all efforts to maintain and preserve the unique charm and character of our Village. Modernization and development are generally unwarranted.*
- *Maybe a question or two on police cameras would be helpful. Perhaps also a few questions on the City budget and spending priorities. Also a few questions on tourism and marketing efforts for CBTS. Survey is great! Very good questions! Please do this more often, maybe twice a year!*
- *This should become a City-driven annual process sent to all residents, and results presented to the public annually as an event to look forward to. We need to become more proactive with our residents to become more involved in their awareness of our City's situations in all these subjects & matters.*
- *Surveys should be taken if CRA has specific views that are shared publicly. How those surveys are worded must be carefully considered to be free of bias.*
- *It would be great to take a survey each year.*
- *Consider funds for street repaving. Some businesses aren't caring for their storefront, esp. those empty. (Dolores b/t Ocean and 7th). Small trees/decorative pots have been removed on Dolores b/t Ocean and 7th. It looks terrible; too much concrete! We need trash cans in areas where there are none. Cigarette butt disposals needed. Dead trees removed, including B & B's.(Homestead House has two huge eyesores). Library to consider volunteers to increase hours. Parking increased to 4 hours.*
- *Decisions by CRA should be made entirely on what the property owners want, not what the CRA Board decides they want. All-important topics should be put to a resident's vote, not the opinion of 8 or so people who may be self-serving in their decision making.*
- *Maybe a question or two on police cameras would be helpful. Perhaps also a few questions on the City budget and spending priorities. Also a few questions on tourism and marketing efforts for CBTS. Survey is great! Very good questions! Please do this more often, maybe twice a year!*
- *Discourage proposals to tax/penalize part time homeowners. They pay full taxes and only use facilities when here. (also copied this to #1 Housing)*
- *This should become a City-driven annual process sent to all residents, and results presented to the public annually as an event to look forward to. We need to become more proactive with our residents to become more involved in their awareness of our City's situations in all these subjects & matters.*
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- *I am happy to see this survey & look forward to seeing the results.*
- *Hope to see the results printed in a future newsletter.*
- *Why are we not pushing back on number of ADU's demanded of Carmel by the Sea. Very disappointed that we are not challenging the number of units we are told to build. Parking: consider where residents will park if employees and more visitors park in residential areas. Many old garages are not big enough to house our cars.*
- *Thanks for your good work.*
- *This is a good example of being faced with many critical issues at once, giving us little time to make sure we do it right. It seems that some issues take forever (e.g., Flanders Mansion, Scout House), and others are foisted on us after the fact to react to. This survey is a great idea and should be given to CRA members at least once a year. The results*

should be presented at a Council meeting, and at Planning Commission, Forest and Beach, etc. meetings (for items relevant to them). THANK YOU!!

- *Would like to see more surveys and then our City council actually vote accordingly. Would like to see more concern for protecting Carmel's charm. Big houses are going in far too frequently. Let's limit lot combinations.*
- *I think this was a very thoughtful and comprehensive survey. I hope my comments are helpful. The balance between community security and individual rights and privacy are somewhat at odds; I believe the balance should favor community security. Individual rights and privacy are put into immediate and sharp focus if one is attacked, robbed, or burglarized.*
- *This survey is well done, and you've covered current issues well.*
- *Excellent Survey*
- *I found the survey to be confusing in the way some statements were worded. I left many unanswered. Better no answer than confusion. To clarify: YES, to addresses YES to paid parking YES to police station complete remodel.*
- *Thank you for the time spent putting this together.*
- *Consider joining with the www.OurNeighborhoodVoices.com efforts to assist blocking the State of California from assuming control over our planning rules and design standards. We have done very well protecting our Village over the past 107 years.*
- *Thank you for asking for membership input and would be a good idea to survey the membership annually. A future topic of interest could be marketing and tourism in Carmel by the Sea.*
- *#4: Not similar if the original were an ugly modern box style house! Pre-manufactured because it's cheaper? Is it really, or just a boondoggle for certain companies? Need policy/enforcement to ensure ADUs used for long-term housing, not kept vacant (just built to increase property value) or for temporary vacation rentals. Other topics increasing participation & involvement of residents to create a strong community network. Survey every year, thx. You do a good job of capturing top-of-mind topics!*
- *Our streets are badly in need of re surfacing not just covering potholes. (also copied this to #12 CIP)*
- *Input should be solicited for ALL property owners, whether full-time or part-time residents, and whether or not members of CRA. Thank you for such a well-done survey and the chance to participate.*
- *This survey is well done, and you've covered current issues well.*
- *Excellent Survey*
- *I found the survey to be confusing in the way some statements were worded. I left many unanswered. Better no answer than confusion. To clarify: YES, to addresses YES to paid parking YES to police station complete remodel.*
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- *Our streets are badly in need of re surfacing not just covering potholes. (also copied this to #12 CIP)*
- *Missed beach fires which I support with smokeless pits and Airbnb. We have called the City NUMEROUS times. They don't even return our calls. We are tired of them on our street.*
- *Thank you for conducting this survey.*
- *Coordinating with PG&E, the Village needs to begin, soon, relocating all electric lines underground. Currently they are very unsightly and an ongoing fire hazard.*
- *Allow more space for comments. Word limits too restrictive.*
- *Surveys are good. This was a good experience. Thank you*
- *We should investigate the resurrection of a regional/international Carmel film festival which would benefit our hotel and restaurant community. Perhaps Kyle Eastwood and Brad Pitt might be some individuals who would support this endeavor. Surely Sunset Center and The Forest Theater would likewise benefit from having a film festival return to Carmel.*
- *To me, the most pressing current concern is the need to underground all utilities. The recent incident in Maui and the horrible disasters a few years ago in Santa Rosa and Paradise show how vulnerable our City is. And imagine how much nicer the City would look without all the poles and wires - and how much more reliable our electric service would be during winter storm season. This should have been done years ago.*
- *This was a well-organized and complete survey!*
- *Resist and challenge ridiculous state housing mandates that would destroy the unique character of our community.*
- *Don't let a ridiculous state mandate ruin one of the few fine and functional California towns. (also copied to #1 Housing)*
- *No one or very few are going to read the information in the Tab or HERE section because it would take all day. It would be best to summarize the policies instead.*

- *This survey could be advantageous to the community if it is considered and applied per the majority consensus.*
- *Thank you, CRA - putting this questionnaire together had to be a demanding task - but it really allowed us to express our ideas on a long list of town issues. Amazing job!*
- *Address Trucks double parking on City streets. Businesses should have responsibility for employees parking out of the business district. Drivers stopping at the south end of heavily used San Antonio cannot see oncoming traffic without pulling into the intersection. Put in more stop signs at intersections. Major thoroughfare San Antonio is too congested with parking allowed on both sides of street. Some of the questions in this survey represent a bias and could be better balanced.*
- *Excellent survey - should do it every 6 months. Also use it as an opportunity to educate members. Thanks for doing this.*
- *Excellent survey. The character of our community is very important.*
- *Great work by the CRA. Pleas update this survey annually and publish the results.*
- *Excellent survey!*

Appendix

Original Email to CRA Membership (7/29/2023)

There are many significant projects underway or planned that are critical to the future of our Village. The CRA Board is guided by the feedback of our members, and we would be grateful to hear your views! Our CRA mission statement ends with the word "advocacy". With this in mind, your CRA Board members frequently invest time to research and prepare to speak on behalf of the Board at City Council, Boards and Commissions meetings. We always encourage and support your participation and opinions are expressed as well.

Please invest 20 minutes of your time to provide your CRA Board with your views on these Carmel topics making headlines and influencing the future character of this Village where we choose to live, play, and enjoy. You can optionally respond on just the items of your specific interest.

Take our Survey Online HERE

Topics you will find in this extensive and important survey includes Revised Housing Element, Updating our Design Guidelines, Reinstating a Design Review Board, ADU's, Police Station Rebuild, Paid Parking, Revising our Telecom Ordinance, Addresses in Carmel, Trees in Carmel, Village Parks Management, Beautification of Public Spaces, Capital Improvement Projects, Climate Action Plan, Fire Protection & Ambulance Services, Police Protection & Services and others.

As you will see, we ask if you Agree or Disagree with each of the statements shown and also welcome all comments as well. Your individual responses will remain confidential and will only summarized overall. Be sure to press the SUBMIT button at the very end of the survey to successfully provide your feedback.

Thank you in advance for your time to complete the survey along with your on-going participation and membership.
Kind regards,

Carmel Residents Association Board of Directors
PO Box 13, Carmel-by-the-Sea, Ca 93921 info@carmelresidents.org
www.carmelresidents.org

Introductory Paragraphs per Survey Topic

1. **Updating Housing Element** (RHNA) with plans for 349 new housing units for 6th Cycle over 2024-2032 (HERE) Our City is mandated by the State to update our Housing Element with plans to identify targeted sites and supporting programs that could provide for the new 349 housing units. The goals include affordability and closer to work living options. The City does not build these units, but our City update is required to enable property owner and developer projects where they express interest.
2. **Design Traditions 1.5 revised Design Guidelines Project – Carmel Architecture** (HERE) This ongoing project will refresh our Commercial and Residential Guidelines documents to direct the architectural components of building in our Village, along with supporting Zoning/Code updates.
3. **Reinstating a Design Review Board** (DRB) (HERE) This Board, if implemented, will advise new building or major remodel projects early in their conceptual planning to advise and guide the professionals & property owners on the fit into our Village setting, strongly leveraging the Commercial and Residential Design Guidelines.
4. **Auxiliary Housing Unit** (ADU) Ordinance & Update (HERE) These ADU's, sometimes called "granny flats", today are approved "over the counter" using State laws, as Carmel's current ordinances do not currently comply with State requirements. As of Spring 2023 Carmel has 71 ADU's in our Residential areas.
5. **Police Station Rebuild Plans** This project is a significant multi-year & multimillion-dollar capital investment for our Village to deliver a revised facility that supports the roles, responsibilities, operations, and retention for/of our police staff for our community.
6. **Parking & Traffic Management** (HERE) An evaluation and recommendation for paid parking are being prepared with the goals of reducing congestion, improving availability, and contributing over $ 2 million in gross annual revenue to the City.
7. **Wireless/Telecom Ordinance Revision** (HERE) Our current ordinance is being updated to align with federal and state laws and regulations, while they work to minimize the visual impacts (clutter) of new or refresh of existing cell towers keeping local oversight – especially as they are targeted for placement in residential neighborhoods.
8. **Addresses & Post Office** (HERE) Our Village has not had standard addresses since its founding days. Not having standard addresses can be both charmingly quirky and inconvenient. Based on citizen requests, the City staff are exploring the possibility of implementing addresses (with all aspects considered), while maintaining our local post office.
9. **Trees in Carmel & updating our Forest Master Plan** (HERE) Our Village is commonly known as a "Village in the Forest by the Sea", supported by our founders and the 13,000 public trees managed by our Forester and staff. The value our public & private trees bring to our Village is dramatic, plus they contribute to the air we breathe.

10. **Village Parks Management & Investments** (HERE) (Devendorf, Picadilly, Mission Trail Nature Preserve, Forest Hill Park, plus 6, yes 6 more) These parks provide great outdoor enjoyment of the nature throughout our Village. They require added maintenance and are routinely augmented by volunteer efforts as well.
11. **Beautification of Public Spaces** (not in prior item, these includes Scenic Pathway, Del Mar & North Dunes (at end of Ocean Ave), downtown public medians & landscaping, residential public medians, bump outs & easements). These also require maintenance and are routinely augmented by volunteer efforts.
12. **Capital Improvement Projects** (HERE) (Not previously covered items. Below includes maintaining public buildings, all roads, all drainage, infrastructure, etc.) Our Village Public Works team prepares and manages the delivery of projects, properties, infrastructure, and maintenance throughout our town – with an ongoing 5-year plan.
13. **Climate Action Plan Implementation** (HERE) Our Village has an officially completed and approved Adaptation and Action Plan - July 2022. These are assessed vulnerabilities and challenges of climate change – from sea level rise, infrastructure, weather/storms, fuel emissions and much more. Ongoing efforts are needed to deliver on increased resiliency in our Village for future generations.
14. **Fire Protection & Ambulance Services** (HERE) Our Village over the decades plus has invested in our local facilities and vehicles, while the personnel are aligned to the Monterey + staffing for leverage of management, training, backup and overall services coverage.
15. **Police Protection & Services** (HERE) Our Village Police staff are responsible for law enforcement and crime prevention for citizens, businesses, and visitors. They also include community outreach for seniors, parking enforcement and animal services to name a few.
16. **Scout House & Flanders Mansion.** Both are currently dormant City-owned facilities that have received ongoing interest from local people, teams and organizations for repurposing and revitalization.
17. **Open Comments Welcome**

Note: a complete BLANK PDF version of the Survey is included on our CRA webpage www.carmelresidents.org/august2023-hot-topics-membership-survey

Carmel Residents Association
PO Box 13, Carmel-by-the-Sea, Ca 93921
info@carmelresidents.org
www.carmelresidents.org

22508 CVC INFORMATION

Vehicle Code - VEH
DIVISION 11. RULES OF THE ROAD [21000 - 23336] *(Division 11 enacted by Stats. 1959, Ch. 3.)*

CHAPTER 9. Stopping, Standing, and Parking [22500 - 22526] *(Chapter 9 enacted by Stats. 1959, Ch. 3.)*

22508.

(a) A local authority shall not establish parking payment zones or fix the rate of fees for those zones except by ordinance. The rate of fees may be variable, based upon criteria identified by the local authority in the ordinance. An ordinance establishing a parking payment zone shall describe the area that would be included within the zone.

(b) A local authority may, by ordinance, cause streets and highways to be marked with white lines designating parking spaces and require vehicles to park within the parking spaces.

(c) An ordinance adopted by a local authority pursuant to this section with respect to a state highway shall not become effective until the proposed ordinance has been submitted to and approved in writing by the Department of Transportation. The proposed ordinance shall be submitted to the department only by action of the local legislative body and the proposed ordinance shall be submitted in complete draft form.

(d) An ordinance adopted pursuant to this section establishing a parking payment zone or fixing rates of fees for that zone shall be subject to local referendum processes in the same manner as if the ordinance dealt with a matter of purely local concern.

(e) Except as described in Section 22508.2, a local authority may accept but shall not require payment of parking meter fees by a mobile device.

22508.2.

(a) A local authority in the City and County of San Francisco, City of Long Beach, or City of Santa Monica may require payment by a mobile device in a parking payment zone only if it meets both of the following requirements:

(1) Installs signs no more than 100 feet from any space where payment is required that clearly states that payment is required and how payments may be made.

(2) Adopts by ordinance or resolution an accessible and equitable parking cash payment plan that does not utilize parking meters or payment centers in parking payment zones. The plan shall provide reasonably accessible alternative means for payment of parking fees using cash. The plan shall assess the feasibility of potential strategies, including, but not limited to, accepting cash payment for parking from a mailed invoice requested through the mobile payment system. The local authority shall consult and work collaboratively with relevant local stakeholder organizations that may include, but are not limited to, racial equity, privacy protection, and economic justice groups, in developing the accessible and equitable parking cash payment plan. The plan shall be approved by the local authority.

(b) A local authority in the City and County of San Francisco, City of Long Beach, or City of Santa Monica that adopts an accessible and equitable parking cash payment plan and implements at least one mobile device parking payment zone pursuant to this section shall, on or before January 1 of the fourth year in which the first mobile device parking payment zone has been implemented, submit to its governing body and the transportation committees of the Legislature, consistent with Section 9795 of the Government Code, an evaluation report of the impact of all mobile device parking payment zones implemented by the local authority on equity, accessibility, and costs. The report shall evaluate the effectiveness, impact on privacy, impact on equity, impact on traffic outcomes, cost to implement, change in citations issued, and generation of revenue.

(c) A civil fine for parking in a parking payment zone that requires payment by mobile device and lacks a parking meter shall be one-half of the civil fine for failing to pay for parking in a metered zone. This subdivision shall not apply to a person who paid for parking but stayed in the spot beyond the period for which the person paid.

(d) A local authority in the City and County of San Francisco, City of Long Beach, or City of Santa Monica may operate a mobile device parking payment zone authorized by this section for five years following the date of creation for each city and county, or city, of the first mobile device parking payment zone, or until January 1, 2033, whichever is sooner.

(e) This section shall remain in effect only until January 1, 2033, and as of that date is repealed.

CITY OF CARMEL-BY-THE-SEA

Parking Management Program

Carmel-by-the-Sea City Council

June 1, 2026

Chief Trayer

Purpose of Presentation

- Explore managed parking options
- Review updated technology
- Discuss potential impacts and benefits
- Receive Council's direction on a managed parking program

History of Parking in Carmel-by-the-Sea

- Currently have a traditional free parking model
- Growth in visitation over decades
- Our local community and visitors complain and have for decades
- Multiple studies/surveys conducted
  - Parking studies dating back to the 50's
  - Most recent were attempts in 2021, then '14, '02.
  - Significant outreach

Current Parking Conditions

- High demand in core business area
  - 5th to 8th Ave (N/S)
  - Junipero to Monte Verde (E/W)
- Residential parking program implemented
  - Scenic/Del Mar, Torres St/Ocean, Casanova /Ocean, Monte Verde – overnight controls, San Carlos/ Camino Del Monte
- Employee parking impacts
- The community often sees parking as a barrier
  - Parking frustrations & perceived parking scarcity
- Vehicle circulation/congestion
- Technology has improved and now managed parking is more mainstreamed
- Current system works during non-peak periods

Why Consider Managed Parking

- Improve parking turnover
- Increase parking for residents
- Improve overall visitor experience
- Improve parking compliance efficiency
- Increase CSO's ability to assist community
- Potential financial sustainability benefits

Special Considerations

- Residents-first approach to parking
- Determine what is a reasonable time to park in downtown?
- Locations/Visual impact of required equipment (pay stations)
- Usability by parking customers
- Pedestrian safety & reducing driving congestion
- Consider a 5-hour maximum for parking spaces.
- Financial impact vs. costs

What Does Managed Parking Mean?

- Pay-by-Plate technology
  - Mobile pay: App is not required, but available
  - Text
  - Call
  - Remote time extensions
  - Pay Station (Card or Cash)
  - Validations option
- Solar pay station availability
- License Plate Recognition compliance
- Occupancy analytics/Usage data
- Residential preferences

Residents

Some Options

(A) Every Carmel-by-the-Sea resident could have 2 hrs. free parking

(B) Carmel-by-the-Sea residential parking permits ($35/year) can park for up to 3-5 hours and are entered in the License Plate Reader system

(C) Free-unlimited parking for residents who registers their vehicle (parking permit still required annually)

Business Impact

Employee Parking Strategy

- Employees park outside the high demand areas
- Free parking at Vista Lobos, Sunset Center, & many residential areas
- Better turnover supports local businesses
- Preserves convenient customer access in the commercial core.

Options

Parking Entity Options

- 60-90 day implementation
- Widely used throughout California/Monterey region
- Requires installation of additional signage on current poles (free)
- Install minimal pay stations around off of Ocean Ave., but around the corner from heavy parking areas (TBD)
- Signs will guide non-smartphone users to pay stations
- Pay stations can be wrapped, or decorated to suit Camel-by-the-Sea

Managed Parking Initial Costs

Fees

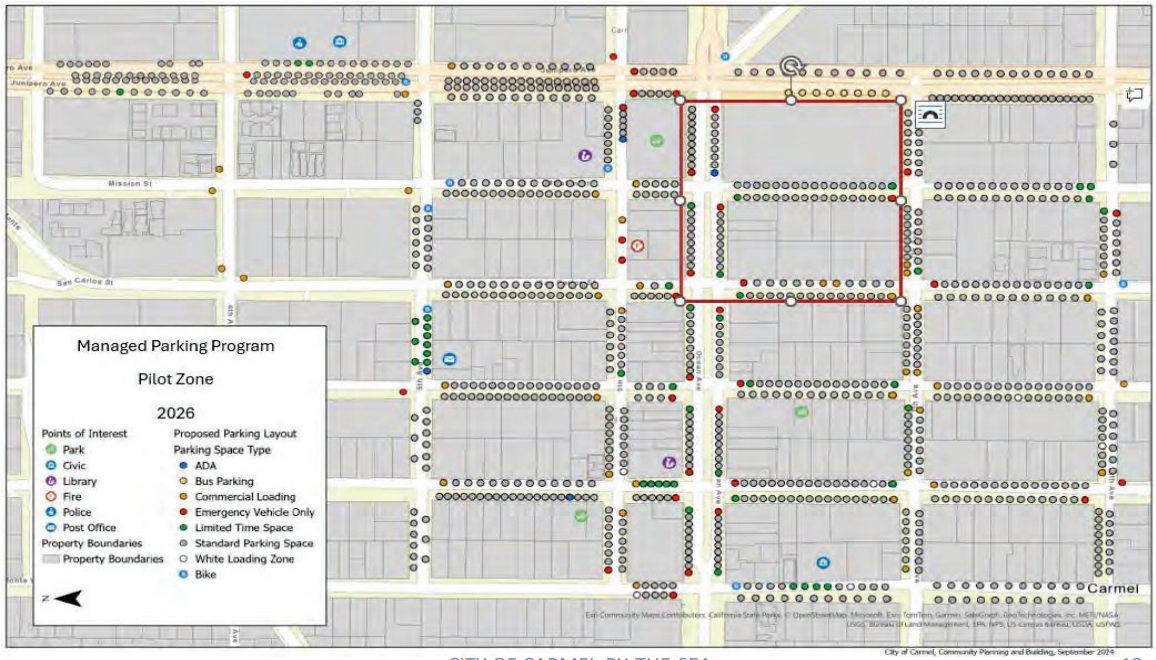
- Pay station fees (from 0-4 kiosks)
- Transaction fees (potentially .45 cents/usage)- convenience fee paid by user (approximately $315 / day (2 transactions per day minimum)
- Monthly fees
- Signage (free and unlimited)
- Parking Compliance Officer costs for time violations, data input, equipment

*** Initially could cost approximately $35,000.00 + and annually close to $5,000 +. ***

Our Village Parking Map (Pilot Option)

Approximately 86 *Standard* Parking Spaces

(does not include 20 minute/loading/white /ADA spaces)



Illustrative Parking Management (Pilot Option)

These estimates do NOT account for operational costs.

- Potential Parking Spots = 86
- Managed Parking Hours = 10 a.m. – 7 p.m. (9 hrs.)
  - Parking management could start at 8 a.m.
- Hourly Rate for example = $1.50/hr. + .45 cent service fee (paid by user)
- Estimated occupancy of spots = 65%
- Take a few holidays out: 360 days
- $754.65 /day estimate at 65% occupancy

Revenue Potential = $271,764

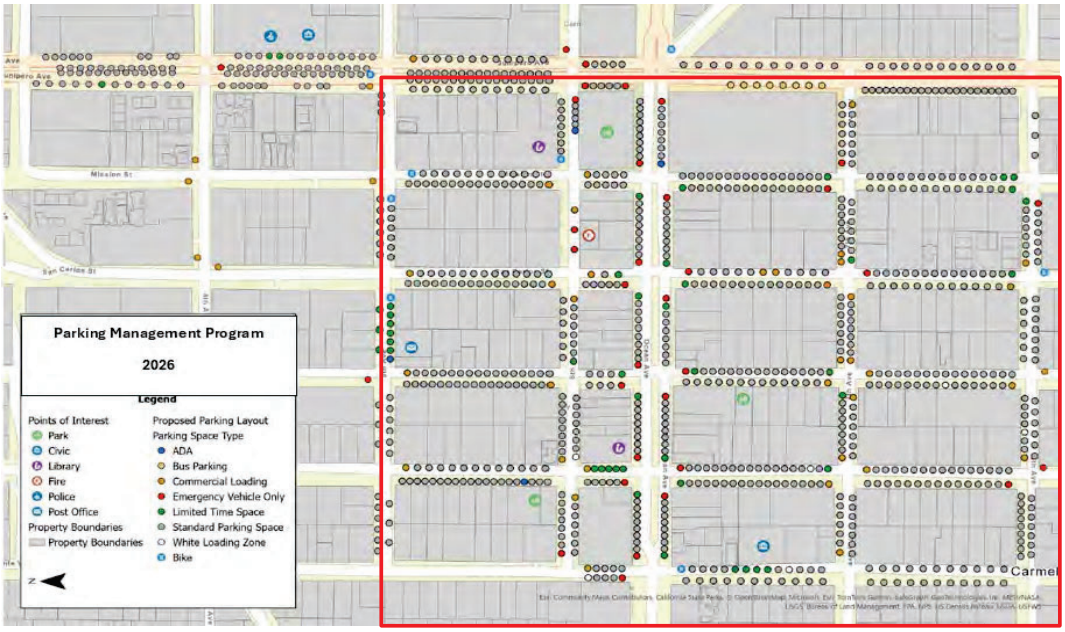
86	# space
0.65	% occupancy
9	hours per day
360	days per year

Hourly Rate	Estimated Annual Income
1.00	181,116
1.50	271,674
2.00	362,232
2.25	407,511
2.50	452,790
3.00	543,348

Our Village Parking Map (701 spaces)

Approximately 701 *Standard* Parking Spaces

(does not include 20 minute/loading/white /ADA spaces)



Illustrative Parking Management

These estimates do NOT account for operational costs.

- Potential Parking Spots = 701
- Managed Parking Hours = 10 a.m. – 7 p.m. (9 hrs.)
  - Parking management could start at 8 a.m.
- Hourly Rate for example = $1.50/hr. + .45 cent service fee (paid by user)
- Estimated occupancy of spots = 65%
- Take a few holidays out: 360 days
- $6,151.28 /day estimate at 65% occupancy

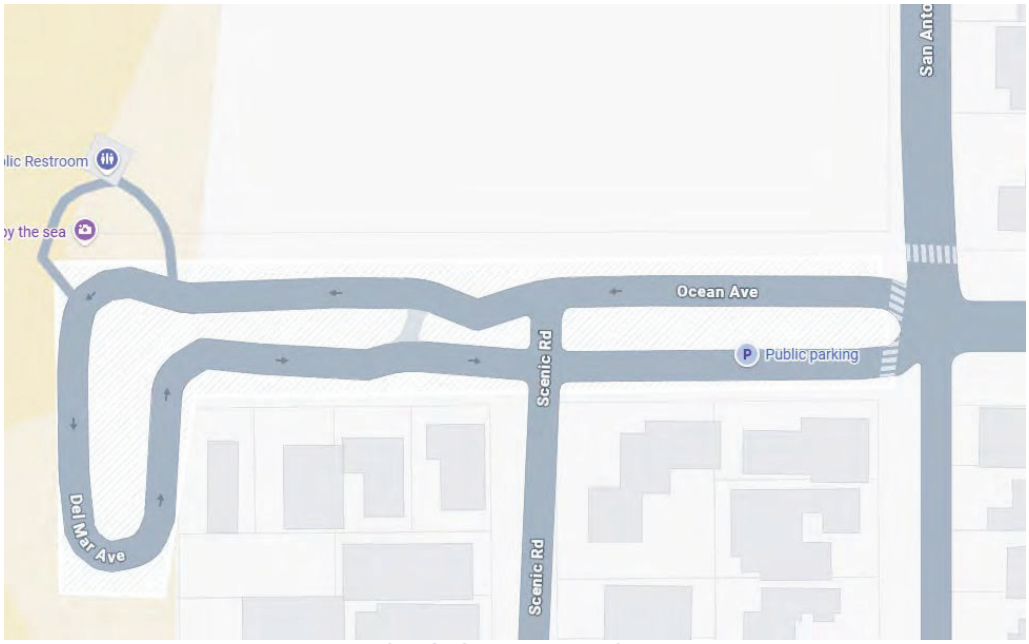
Revenue Potential = $2,214,459

701	# space
0.65	% occupancy
9	hours per day
360	days per year
Hourly Rate	**Estimated Annual Income**
1.00	1,476,306
1.50	2,214,459
2.00	2,952,612
2.25	3,321,689
2.50	3,690,765
3.00	4,428,918

Our Village Parking Map (Del Mar Option)

Approximately 112 *Standard* Parking Spaces

(does not include 20 minute/loading/white /ADA spaces)



Illustrative Parking Management (Pilot Option)

These estimates do NOT account for operational costs.

- Potential Parking Spots = 112
- Managed Parking Hours = 10 a.m. – 7 p.m (9 hrs.)
  - Parking management could start at 8 a.m.
- Hourly Rate for example = $1.50/hr. + .45 cent service fee (paid by user)
- Estimated occupancy of spots = 65%
- Take a few holidays out: 360 days
- $982.80 /day estimate at 65% occupancy

Revenue Potential = $353,808

112	# space
0.65	% occupancy
9	hours per day
360	days per year

Hourly Rate	Estimated Annual Income
1.00	235,872
1.50	353,808
2.00	471,744
2.25	530,712
2.50	589,680
3.00	707,616

Additional Talking Points

Other Factors

- Explore Village Guest Parking option for specific hotels
- "Parking Turnover" = Additional Revenue
- Parking Compliance (Citations) – Data on next slide
  - Increasing back to 3 compliance officers
- Citation Fee (Currently $40)
  - Local jurisdictional checks
- # of Pay Stations
  - They can be wrapped specifically for Carmel by the Sea
  - Artist's/ Community opportunity

Parking Citations ($40.00 each)

Parking Compliance History

Goal is compliance and availability, not citation generation.

2025 Parking Citations = 3,480 ($139,200)

One Community Service Officer (CSO) w/ Animal Control responsibilities

2024 Parking Citations = 5,309 ($212,360)

Predominantly One CSO, but two for the first part of the year

2023 Parking Citations = 6,253 ($250,120)1-2 CSO's

****We pay $12.50 to the County for every citation**

If yes, then…

- Does the idea of *Managed Parking Program* work for Council & the Community?
- Would the 701 spots be a good start?
- Del Mar parking is an option, but would require a completely different approval path
- Citation Fee discussion
  - Surrounding agencies
- Residential considerations

Next Steps

If approval of managed parking initiative:

- City determines the appropriate vendor
- Council makes final determination on hourly fee
- Council determines start time for parking: 8 a.m. or 10 a.m. preference
- Return in August 2026 for an update
  - Allows us to experience 1 month of parking compliance officers impact
- Seek funding for vendor
- Community campaign to update residents and businesses prior to implementation

Questions?

Seeking direction and authorization to proceed with a managed parking program

or

Take no further action

CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
PUBLIC HEARINGS

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Evan Kort, Senior Planner

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: **Resolution 2026-033 -** Consideration of an Appeal (APP 26134, Diamond) by John and Patricia Dilks, of the Planning Commission's approval of Design Study and Coastal Development Permit application DS 25206 (Diamond) for non-excluded development (ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work) and the installation landscaping consistent with the proposed landscaping plan as authorized by the Coastal Development Permit, located at Scenic Road 5 northwest of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay. APN: 010-312-012-000.

RECOMMENDATION:

RECOMMENDATION

Staff recommends the City Council adopt a resolution (Attachment 1):

1) Finding that denial of the appeal and upholding approval of the project categorically exempt from the California Environmental Quality Act (CEQA), State CEQA guidelines and local environmental regulations, pursuant to Section 15301 (Class 1) – Existing Facilities and no exceptions to the exemption contained in Section 15300.2 can be made; and

2) Denying Appeal by John and Patricia Dilks (APP 26134, Diamond) thereby upholding the Planning Commission's decision (as found in Resolution 2025-04-PC, adopted by the Planning Commission on April 8, 2026) to:

   a. Deny a Design Study Referral for the construction of a new roof deck above a proposed 800-square-foot accessory dwelling unit (under a separate ministerial permit);

   b. Approve a Coastal Development Permit to allow non-excluded development (ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work) located west of Carmelo Street. The property is located at Scenic Road 5 northwest of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay. APN: 010-312-012-000; and

   c. Approve a Design Study Referral for the installation landscaping consistent with the proposed landscaping plan as authorized by the Coastal Development Permit.

BACKGROUND / SUMMARY:

BACKGROUND/ PROJECT DESCRIPTION

The project site is a 16,000 square foot parcel located at Scenic Road 5 NW of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay District. A determination of ineligibility for listing on the city's historic inventory has been issued as will expire on March 30, 2031.

The property is located in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay District, and is located immediately adjacent to the Del Mar Dunes, an Environmentally Sensitive Habitat Area (ESHA).

Due to the site's location within the Beach and Riparian west of Carmelo Street, all proposed development on site is subject a Coastal Development Permit pursuant to Carmel-by-the-Sea Municipal Code (CMC) sections 17.52.090.A, and 17.52.100.D.2.

The applicant proposed a roof deck which would be accessed via an existing rear patio and located on the roof of a proposed accessory dwelling unit (ADU), site improvements include landscaping, drainage improvements, and site work associated with the associated improvements.

The Planning Commission considered the project at their April 8, 2026 meeting. The Planning Commission denied the roof deck over the proposed ADU, but approved the

remaining project components such as non-excluded development associated with the proposed project (ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work).

The entirety of the Planning Commission staff report including the adopted resolution and project plans has been included as **Attachment 2**, and has also been provided in the links below:

April 8, 2026 Planning Commission Hearing

1. Click Here for Staff Report
2. Click Here for Video of Hearing

On April 22, 2026, John and Patricia Dilks ("appellant"/"appellants", collectively), submitted a timely appeal of the Planning Commission's decision to approve the project (refer to **Attachment 3**) based on the grounds that construction of the project would contribute to beach erosion and threaten public use (see detailed discussion in Appeal Analysis).

Based on the facts of this particular case, staff recommends the City Council deny the appeal and uphold the Planning Commission's April 8th decision.

The project site is located in the Beach and Riparian (BR) Overlay District (i.e. appeal jurisdiction) and therefore is appealable to/by the California Coastal Commission following a decision by the City Council. No fee was charged to the appellant pursuant to CMC section 17.54.050.

STAFF ANALYSIS

Grounds for Appeal

The appeal form submitted by the appellant listed the following as their grounds for the appeal:

> *"Any excavation in the beach dune vicinity for concern of beach erosion which would be caused by ADU construction on beach side of lot 8. Dune has displayed signs of destabilization and erosion in winter months threating public use.*"

Prior to the April 8th Planning Commission hearing, the appellants provided written testimony, which was included in the Planning Commission staff report (**Attachment 2**) and is separately included as **Attachment 4** to this report.

The appellants also provided public testimony during the Planning Commission hearing. A transcript of their testimony given to the Planning Commission has been provided as

Attachment 5.

The grounds for appeal do not further provide any additional evidence of errors or omissions of the Planning Commission's decision, but rather re-state information previously provided to and considered by the Planning Commission.

Appeal Analysis

In summary, the appellant argued that the 100-year erosion margin is insufficient. The appellant stated that coastal erosion is frequently initiated from the *backside* of a dune due to construction, "diagonal vibrations," and improper setbacks. The appellant also commented that severe winter storms hit the area every other year. The appellant testified that February wave sprays regularly breach the sand dune during storm events. The appellant also stated the coastline has transitioned from a historical straight line into a receding "half-moon" shape drawing closer to 8th Street (refer to **Attachment 5**; timestamps: 3:59:03, 3:59:20 - 4:00:50, 4:00:58-4:01:20, 4:01:29, 4:05:14-4:05:45).

Staff Analysis: CMC section 17.20.160, Permit Standards, establishes regulations for all properties in the overlay district (subsection A), as well as additional standards to those properties in the overlay located West of Carmelo Street or North San Antonio Avenue (subsection B), such as the subject site.

The project was found to be consistent with both subsections A and B, with particular emphasis on coastal setbacks. As part of the consideration for the project, the Planning Commission designated setbacks for the project as required by CMC section 17.20.160.A.8. The setbacks for the proposed development were made on a project specific consideration based on the evidence in the record that there would be no adverse impacts to the adjacent dunes, or public access or recreational impacts.

In designating setbacks for the project, the Commission considered the following:

1. *New structures shall be set back a sufficient distance from any bluff top to be safe from bluff erosion for a minimum of 100 years as determined by a site-specific geology report, prepared in compliance with CMC § 17.20.170.B., Geology Report; provided, that in no case shall the minimum setback be less than 25 feet* (CMC section 17.20.160.B.9).

    - CMC section 17.20.160.B.6, states, *"Except as provided in CMC section 17.20.190.C., new development shall not be approved where geologic evidence concludes that shoreline protective structures will be necessary to protect the new development at the time of construction, or within 100 years of development."*

      Pursuant to CMC section 17.20.170.B, Geology Report, *"A geology report shall be required when structures are proposed within an area between the face of the bluff, and a line described on the bluff top by the intersection of a plane inclined at a 20-degree angle from horizontal, passing through the*

toe of the bluff or cliff, or 50 feet inland from the bluff top, whichever is greater."

The applicant provided an analysis that illustrates the building site's location relative to the bluff face. The analysis ("report") was prepared by Grice Engineers dated December 29, 2025 – Addendum No. 1 (refer to **Attachment 6**; Planning Commission Staff Report Attachment 3).

The report found that no development was proposed to be located between the bluff top, as identified in the subject report, and the ascending line beginning at the toe of the bluff, which is greater than 50-feet from the bluff face. The report states that the development is located 78± feet beyond the intersection between the 20% ascending slope and the existing grade. This critical point is located within the dunes area and is not located on the subject site -the corresponding property line is 56± feet from the proposed development.

As it was determined that no structures were proposed to be located within a bluff retreat setback and an additional geology report was not required for the project pursuant to CMC sections 17.20.160.B.4 and 17.20.170.B, therefore, establishment of an additional bluff topset setback was not warranted based on the site-specific geology report.

A soils report was also submitted as part of the associated application materials (refer to **Attachment 6**; Planning Commission staff report Attachment 3). The report was prepared by Grice Engineers and dated November 2025.

The soils report includes a section, titled, "Geologic and Geological Hazards Investigation."

The report evaluated the following geological conditions and hazards: site geology; faults, and earthquakes; seismic hazards; hydro-collapse and subsidence; slope stability; seismic strength loss; chemical reactivity; expansive soils; surface rupture and lateral spreading; and seismicity. In summary, the conclusion of the investigation found, "*Review of documents and site evaluation indicates the parcel is not subject to Geologic Hazards other than seismic events."* The subject site is located 0.53 miles from the Cypress Point Fault, and 1.02 miles from the Hatton Canyon Fault. However, according to the report, the fault with the greatest potential for seismic activity is the San Andreas Rift System, located approximately 29.5 miles to the northeast.

While the report concluded no geological hazards related to the proximity to the dunes, the summary recommendations include, in part:

"The terrain to the north and south of the property did have undulations as typical to active dune deposits forming a depression landward of the fronting dune. Envisioning the continuance of the depression onto this property suggests the fill may have been placed to raise and level the yard as well as reduce material off haul as indicated by the buried debris."

As such some amount of field observations will need to be completed during the initial stage of construction with further recommendations issued as necessary. Depending on the embedment depth of the foundation supporting the retaining wall of the adjacent patio and features (spa), underpinning of the foundation may be necessary."

The boring logs, Appendix B of said report, identifies native beach sand at varying depths, and fill materials located at depths ranging from 2.5 feet to 9.5 feet located above the native topsoil. The underpinning described may be necessary to support the existing patio and spa foundation to address the proposed excavation, and is not a shoreline protective structure necessary to protect the new development at the time of construction.

2. *Additional bluff top and/or dune setbacks may be required in compliance with Local Coastal Plan policies to establish a buffer from natural sand dune areas, to reduce visual intrusion on adjacent recreational areas or to accommodate public access and enjoyment of adjacent recreational areas. (See also CMC § 17.20.180, Public Access).*

    - The nearest above grade structural development is proposed to be located approximately 53'3" from the rear property line, which is immediately adjacent to the Del Mar Dunes -a designated environmentally sensitive habitat area (ESHA). As described in the shoreline management plan (SMP), "The Del Mar dunes are a thin stretch of disturbed coastal sand dunes, extending from the end of 8th Avenue north to the foot of Ocean Avenue/Del Mar parking lot. The eastern boundary of these dunes is defined by the Ocean Avenue/Del Mar Parking lot and by a line of private homes."

      The SMP further describes "Native plant and wildlife habitats in the narrow Del Mar dunes have been described by occasional coastal erosion and by the grown of exotic, invasive ice plant and acacia. Jones and Stokes (1995) studied these fines and determined they represent potential habitat for native dune plants and animals. The Del Mar Dunes have been designated as an [ESHA]…".

      A biological assessment for the site was prepared by Rob Thompson of Thompson Wildland Management, dated January 12, 2026 (refer to

Attachment 7; Planning Commission staff report Attachment 4). Notably, CMC section 17.20.220D.2.c states, The biological resources report shall: *"verify that proposed setbacks from ESHAs will be adequate to protect the ESHA from disturbance or degradation or recommend, where applicable, more effective setbacks. Setbacks for privately held property in Pescadero Canyon shall serve to minimize disruption of habitat values while leaving a reasonable minimum area for development of a single residential dwelling."*

The Thompson biological assessment identified, in part, that:

- *"Scenic Road is to the east of the parcel and two developed lots are located immediately to the north and south of the property. None of these adjacent properties will be impacted by ADU construction activities and do not appear to support sensitive habitat or ecological resources."*
- *"…soils on this developed and previously disturbed parcel appear to be stable and sufficient for supporting property development and landscape improvements."*
- *"Per the project plans, the proposed ADU will utilize a portion of the existing rear patio footprint, as well as some of the surrounding landscaped areas (refer to Figures 1-7). It should be noted that this is a relatively flat lot and no development or soil disturbance will be occurring on steep slopes with high erosion potential."*
- *"Per City of Carmel requirements and conditions of approval (i.e., Section D of 17.20.220 Environmentally Sensitive Habitats under Title 17. Zoning), ADU construction activities will be limited and contained to the backyard area of the property and will not in any way encroach upon or impact nearby ESHA. Impacts such as construction related noise, dust and sediment runoff is expected to be negligible and insignificant and will not adversely affect or harm ESHA."*

The report concludes by stating:

> *"[The project will be] occurring in the previously disturbed and significantly landscaped backyard area of the subject parcel. Biological resources that are protected under federal and state laws (e.g., FESA, CESA and CEQA) were not observed or detected during this pre-construction assessment and are not known to occur on this developed and impacted property."*

Neither of the technical reports prepared for the project (biological report nor soils report) mandate, suggest, or otherwise recommend any setback based on the site

characteristic.

As described in the Planning Commission staff report:

> *The Coastal Access and Recreation Element of the General Plan Land Use Plan states that, "Carmel is among a limited number of California coastal communities where nearly the entire shoreline from the first public road to the sea is open to the public and easily accessible."*
>
> *Based on the assessment of story poles, staff has not identified that the proposed development would physically obstruct a portion of the ocean, sandy beach, or scenic area(s) beyond. However, as described above, staff has identified conflicts pertaining to CMC section 17.20.160.A.3, Design Compatibility, which requires, "All development shall be compatible in design with existing buildings in the area for the purpose of protecting the neighborhood character and consistent with the R-1 design guidelines established in CMC section 17.10.010."*
>
> > *[emphasis added in underline]*
> > ***CMC section 17.10.010.J. Public Views.*** *Buildings shall be located and designed to preserve significant coastal views from the public right-of-way in conformance with Section 30251 of the California Coastal Act. The protection of public views should not prevent reasonable development of the site, yet development shall not preclude reasonable protection of any significant coastal view.*
> >
> > ***Section 30251 Scenic and visual qualities.*** *The scenic and visual qualities of coastal areas shall be considered and protected as a resource of public importance. Permitted development shall be sited and designed to protect views to and along the ocean and scenic coastal areas, to minimize the alteration of natural land forms, to be visually compatible with the character of surrounding areas, and, where feasible, to restore and enhance visual quality in visually degraded areas. New development in highly scenic areas such as those designated in the California Coastline Preservation and Recreation Plan prepared by the Department of Parks and Recreation and by local government shall be subordinate to the character of its setting.*
>
> *CMC section 17.10.010.J specifically addresses "public views" from the right-of-way. While there does not appear to be an impact related to public views, Design Compatibility and consistency with CMC 17.20.160.A.3 remains a concern.*

The project does not propose the alteration of natural landforms. According to the preliminary grading and drainage plan, 170 net cubic yards of cut (175 cut; 5 fill) is anticipated to level the development area for the ADU and accommodate the building foundation(s).

The specific "Design Compatibility" concern related to the roof top deck and approval of the project was conditioned to omit the subject feature (refer to **Attachment 2.5**, Condition of Approval #27). As described above, the project was found to not visually intrude on adjacent recreational areas.

FISCAL IMPACT:

While no fee was charged to the appellant for this appeal pursuant to CMC section 17.54.050, the time and materials associated processing this appeal were captured within the adopted FY 25-26 budget for the Community Planning and Building Department.

PRIOR CITY COUNCIL ACTION:

The city council has not previously considered this appeal.

ATTACHMENTS:

Attachment 1 - Resolution
Attachment 2 - Planning Commission Packet (April 8, 2026 hearing)
Attachment 2.5 – Adopted Planning Commission Resolution (Reso. 2026-12-PC)
Attachment 3 - Appeal Form
Attachment 4 - Appellant's Written Comment's From Planning Commission Hearing (April 8, 2026)
Attachment 5 - April 8, 2026 Planning Commission Meeting Transcript
Attachment 6 - Geotechnical and Geological Hazards Report
Attachment 7 - Biological Assessment
Attachment 8 – Project Plans

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

RESOLUTION NO. 2026-033

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA FINDING THAT DENIAL OF THE APPEAL AND UPHOLDING APPROVAL OF THE PROJECT CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA), STATE CEQA GUIDELINES AND LOCAL ENVIRONMENTAL REGULATIONS, PURSUANT TOCEQA GUIDELINES SECTION 15301 (CLASS 1) – EXISTING FACILITIES AND NONE OF THE EXCEPTIONS TO THE EXEMPTIONS CONTAINED IN SECTION 15300.2 CAN BE MADE; AND DENYING THE APPEAL BY JOHN AND PATRICIA DILKS (APP 26134, DIAMOND) THEREBY UPHOLDING THE PLANNING COMMISSION'S DECISION TO: DENY A DESIGN STUDY REFERRAL FOR THE CONSTRUCTION OF A NEW ROOF DECK ABOVE A PROPOSED 800-SQUARE-FOOT ACCESSORY DWELLING UNIT (UNDER A SEPARATE MINISTERIAL PERMIT); APPROVE A COASTAL DEVELOPMENT PERMIT TO ALLOW NON-EXCLUDED DEVELOPMENT (GROUND DISTURBANCE FOR AN 800 SQUARE ACCESSORY DWELLING UNIT ATTACHED TO AN EXISTING REAR TERRACE, LANDSCAPING, DRAINAGE IMPROVEMENTS AND ASSOCIATED SITE WORK) LOCATED WEST OF CARMELO STREET. THE PROPERTY IS LOCATED AT SCENIC ROAD 5 NORTHWEST OF 8TH AVENUE IN THE SINGLE-FAMILY RESIDENTIAL (R-1) DISTRICT, ARCHAEOLOGICAL SIGNIFICANCE (AS) OVERLAY DISTRICT, PARK (P) OVERLAY DISTRICT, AND BEACH AND RIPARIAN (BR) OVERLAY. APN: 010-312-012-000; AND APPROVE A DESIGN STUDY REFERRAL FOR THE INSTALLATION LANDSCAPING CONSISTENT WITH THE PROPOSED LANDSCAPING PLAN AS AUTHORIZED BY THE COASTAL DEVELOPMENT PERMIT AS FOUND IN RESOLUTION 2025-04-PC, ADOPTED BY THE PLANNING COMMISSION ON APRIL 8, 2026.

WHEREAS, on October, 7 2025, International Design Group, Architect ("Applicant") submitted an application on behalf of DIAMOND STEPHEN P TR ("Owner") requesting approval of Design Study and Coastal Development Permit application DS 25206 (Diamond) as described herein and including all materials, documents and reports on file with the Community Planning and Building Department ("Application"); and

WHEREAS, the Application has been submitted for a 16,000-square-foot site located at Scenic Road 5 NW of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay District; and

WHEREAS, applicant is requesting approval of a Design Study and Coastal Development Permit for the addition of an 800 square foot accessory dwelling unit (ADU). The project includes a proposed deck which would be accessed via an existing rear patio and located on the roof of the ADU -labeled in plans as, "roof view terrace." Site improvements include landscaping, drainage improvements, and site work associated with the associated improvements ("Project"); and

WHEREAS, Carmel-by-the-Sea Municipal Code provides that certain projects can be excluded from a Coastal Development Permit requirement. However, it also finds that development in specific locations does not qualify for exclusion due to potential impacts to coastal resources. The

subject property is located west of Carmelo Street and improvements on properties within this area do not qualify for exclusion; and

WHERAS, although state law mandates that ADUs be approved ministerially, the "Coastal Savings Clause" (Government Code Section 66329) and the California Coastal Act requires discretionary review of development which has the potential to impact coastal resources. As such, the decision before the Planning Commission does not include the establishment of the ADU. It does, however, include the proposed development (e.g. land disturbance) within a sensitive coastal resource area; and

WHEREAS, a Coastal Development Permit is required for the project in accordance with Carmel-by-the-Sea Municipal Code (CMC) Sections 17.52.090.A and 17.52.100.D.2; and

WHEREAS, on April 8, 2026, the Planning Commission held a duly noticed public hearing to receive public testimony regarding the Application, including, without limitation, the information provided to the Planning Commission by City staff and through public testimony on the project; and

WHEREAS, the Planning Commission denied the proposed roof deck over the proposed ADU and approved the remaining project components: non-excluded development associated with the proposed project (ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work) subject to Conditions of Approval, as provided in Resolution 2025-04-PC; and

WHEREAS, April 22, 2026, John and Patricia Dilks ("appellant"/"appellants", collectively), submitted a timely appeal of the Planning Commission's decision to approve the project ("Appeal"); and

WHEREAS, the appeal hearing was scheduled for the City Council's June 1, 2026 meeting; and

WHEREAS, on May 22, 2026, a notice of the public hearing scheduled for June 1, 2026, was published in the Carmel Pine Cone in compliance with State law (California Government Code 65091) and mailed to owners of real property within a 300-foot radius of the project indicating the date and time of the public hearing; and

WHEREAS, on or before May 22, 2026, city staff posted the public notice on the project site and hand-delivered a copy of the public notice to each property within a 100-foot radius of the project site indicating the date and time of the public hearing; and

WHEREAS, on or before May 29, 2026, the meeting agenda was posted in three locations in compliance with State law indicating the date and time of the public hearing; and

WHEREAS, on June 1, 2026, the City Council held a duly noticed public hearing to receive public testimony regarding the Appeal, including, without limitation, the information provided to the City Council by City staff and through public testimony on the project; and

WHEREAS, this Resolution and its findings are made based upon the evidence presented to the Council at the hearing date, including, without limitation, the staff report and attachments submitted by the Community Planning and Building Department; and

WHEREAS, the City Council did hear and consider all said reports, attachments, recommendations, and testimony herein above set forth and used their independent judgment to evaluate the project; and

NOW THEREFORE, BE IT RESOLVED, **that the City Council of the City of Carmel-By-The-Sea does hereby make the following findings and determinations:**

1. The facts ("Facts") set forth in the recitals above are true and correct and are incorporated herein by reference.

2. The consideration of the Project before the City Council has been processed in accordance with CMC chapter 17.54, Appeals.

3. The City Council of the City of Carmel-by-the-Sea does hereby incorporate Planning Commission Resolution, Resolution 2024-33-PC, including all findings and conditions, and associated Staff Report and attachments thereto, dated April 8, 2026, herein by reference.

4. The City Council has considered the application, including the project plans (Exhibit A) at a public hearing. Based on the facts of this particular application, the City Council determines that the required findings for approval, as described in finding #3, above, can be made in this case.

BE IT FURTHER RESOLVED that the City Council of the City Council does hereby **FIND** the project qualifies for a Class 1 Categorical Exemption pursuant to CEQA Guidelines Section 15301 and none of the exceptions to the exemptions contained in Section 15300.2 can be made in this case, as found in Planning Commission Resolution 2024-33-PC.

BE IT FURTHER RESOLVED that the City Council of the City Council does hereby **DENY** the appeal by John and Patricia Dilks (APP 26134, Diamond) thereby upholding the Planning Commission's decision.

BE IT FURTHER RESOLVED that the City Council of the City of Carmel-by-the-Sea does hereby **DENY** a Design Study Referral for the construction of a new roof deck above a proposed 800-square-foot accessory dwelling unit (under separate ministerial permit), and **APPROVE** a Coastal Development Permit to allow non-excluded development consisting of ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work on a property west of Carmelo Street. The property is located at Scenic Road 5 northwest of 8th Avenue in the Single-Family Residential (R-1)

District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay, APN: 010-312-012-000, as found in Planning Commission Resolution, Resolution 2024-33-PC.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 1st day of June 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: ATTEST:

_____ _____

Dale Byrne, Mayor Nova Romero, MMC, City Clerk

EXHIBIT A

Project Plans

Project Plans to be attached as Exhibit A upon adoption of resolution.
Refer to Attachment 8 (APP 26134) of City Council Staff Report dated June 1, 2026.

CITY OF CARMEL-BY-THE-SEA
Planning Commission
Staff Report

April 8, 2026
PUBLIC HEARINGS

TO: Chair LePage and Planning Commissioners
SUBMITTED BY: Evan Kort, Senior Planner
APPROVED BY: Anna Ginette, AICP, Director of Community Planning and Building

SUBJECT: **DS 25206 (Diamond):** Consideration of a Track 1 Design Study Referral, DS 25206 (Diamond), and Coastal Development Permit for the construction of a new roof deck associated with the construction of a new 800-square-foot accessory dwelling unit located at Scenic Road 5 northwest of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay. APN: 010-312-012-000

Proposed CEQA Action: Find the project categorically exempt pursuant to CEQA Guidelines Section 15301 (Existing Facilities) and that none of the exceptions to the exemptions contained in Section 15300.2 can be made in this case.

Application:	DS 25206 (Diamond)	**Applicant:**	International Design Group
APN:	010-312-012-000	**Owner:**	DIAMOND STEPHEN P TR
Block & Lot:	C2; 8		
Location:	Scenic Road 5 northwest of 8th Avenue		

Recommendation:

Staff recommends the Planning Commission adopt a resolution (Attachment 1):

1. Finding the project qualifies as a Class 1 Categorical Exemption pursuant to CEQA Guidelines section 15301 and none of the exceptions to the exemptions contained in section 15300.2 can be made in this case;
2. Denying a Design Study Referral for the construction of a new roof deck above a proposed 800-square-foot accessory dwelling unit (under a separate ministerial permit);
3. Approving a Coastal Development Permit to allow non-excluded development (ground disturbance for an 800 square accessory dwelling unit attached to an

existing rear terrace, landscaping, drainage improvements and associated site work) located west of Carmelo Street. The property is located at Scenic Road 5 northwest of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay. APN: 010-312-012-000; and

4. Approving a Design Study Referral for the installation landscaping consistent with the proposed landscaping plan as authorized by the Coastal Development Permit.

Summary, Background, and Project Description:

EXECUTIVE SUMMARY

The applicant is requesting approval of a Design Study and Coastal Development Permit for the addition of an 800 square foot accessory dwelling unit (ADU). The project includes a proposed deck which would be accessed via an existing rear patio and located on the roof of the ADU -labeled in plans as, “roof view terrace.” Site improvements include landscaping, drainage improvements, and site work associated with the associated improvements.

Carmel-by-the-Sea Municipal Code provides that certain projects can be excluded from a Coastal Development Permit requirement. However, it also finds that development in specific locations does not qualify for exclusion due to potential impacts to coastal resources. The subject property is located west of Carmelo Street and improvements on properties within this area do not qualify for exclusion.

Although state law mandates that ADUs be approved ministerially, the “Coastal Savings Clause” (Government Code Section 66329) and the California Coastal Act requires discretionary review of development which has the potential to impact coastal resources. As such, the decision before the Planning Commission does not include the establishment of the ADU. It does, however, include the proposed development (e.g. land disturbance) within a sensitive coastal resource area.

BACKGROUND AND PROJECT DESCRIPTION

The project site is a 16,000 square foot parcel located at Scenic Road 5 NW of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay District. According to the associated historic evaluation for the site (HE 25324), the residence was originally constructed in 1925 and work on the site took place in 1931, 1955, 1942, and 1985. However, major remodels in 1987 and 1997 resulted in significant changes to the house.

The property is located in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay District, and is located immediately adjacent to the Del Mar Dunes, an Environmentally Sensitive Habitat Area (ESHA).

Due to the site's location within the Beach and Riparian west of Carmelo Street, all proposed development on site is subject a Coastal Development Permit pursuant to Carmel-by-the-Sea Municipal Code (CMC) sections 17.52.090.A; 17.52.100.D.2.

CMC section 17.08.050.G.2.c also states: Except as modified by this subsection (G), the accessory dwelling unit shall conform to all requirements of the underlying residential zoning district, any applicable overlay district, and all other applicable provisions of this chapter, including but not limited to height, setback, lot coverage, floor area ratio, landscape, and historic preservation requirements, cumulatively with the primary residence; unless the unit is contained in a nonconforming structure and does not expand the nonconformity.

Although CMC section 17.08.050.G.2.c requires ADUs to comply with the development standards of the underlying zoning district, the City has, for the past five years (or so), allowed exceptions to floor area ratio in accordance with Government Code section 66321(b)(3).

Government Code section 66321(b)(3) states: a local agency shall not establish by ordinance any of the following: Any requirement for a zoning clearance or separate zoning review or any other minimum or maximum size for an accessory dwelling unit... for either attached or detached dwellings that does not permit at least an 800 square foot accessory dwelling unit..." Notwithstanding this allowance, but the Coastal Act is still enforceable and the ADU statute does not alter or lessen the effect or application of Coastal Act resource protection policies (Government Code Section 66329).

The purpose of this hearing is not to consider the consider the individual Coastal Development Permit (CDP) for the proposed ADU, but rather to consider the whole of the proposed development for the site. Should the CDP be approved, this would then allow for the proposed construction of the ADU consistent within the limitations of the authorization. The analysis herein pertains to coastal resource protection for the site and development, as a whole, and design review for design elements and site features not associated with an ADU application.

Staff Analysis:

Roof Deck:

A staff report dated June 24, 1998 (UP 98-16) describes that:

> *On 30 January 1997, staff administratively approved an application for a minor interior remodel and alterations to a rear terrace on a parcel located in the R-1 District. A building permit was issued shortly thereafter on 3 March 1997. Over the course of construction, the project has expanded to include a significant remodel. Since the existing residence is nonconforming and alterations now exceed 25% of the total value of the structure, work on the project was stopped and the applicant has been required to submit a use permit application authorizing the proposed changes.*
>
> *…*

Nonconformities on the project site include excess floor area, land coverage (site coverage) *and front and north side yard setback encroachments. As proposed, the rear yard terrace will be replaced with a new elevated structure allowing for improved views from within the spa.*

The use permit that was considered in 1998 was approved with conditions. Staff also notes that based on plans in the record, the residence also currently exceeds the 18-foot height limit for the BR overlay, which would also be recognized as non-conforming for exceeding height limits. It is unclear based on the record whether the height limit was an issue at the time of the report, or if zoning standards have simply changed. Staff also notes that standards for alternations to non-conforming building have since changed and the code does not authorize additional modification to a site through a use permit unless the non-conforming structure is damaged or destroyed by fire, explosion, acts of God, or acts of the public enemy (CMC section 17.36.040.B).

Use Permit UP 96-16 Condition of Approval #1 and #2 state:

1. Approval of this Use Permit authorizes improvements to the nonconforming structure in excess of 25% of the total value of the structure. No existing nonconformities be increased, nor shall any new nonconformities created by approving this permit.
2. This permit is valid only for the life of the structure. Any subsequent changes to this residence including reconstruction, relocation, enlargement, or demolition without conforming to the floor area, land coverage, and number of story regulations shall require separate review by the Planning Commission.

That said, based on the existing non-conformities for the site, the primary dwelling could not be expanded further, and re-organization of site coverage, such as a deck expansion, would not be feasible as the site currently exceeds site coverage limitations.

Use Permit UP 96-16 Condition of Approval #7 and #8 state:

7. Approval of this permit does not authorize the construction of a wall, fence, privacy screen or similar structure which projects westward from the residence that would block existing coastal views from the adjoining property to the north of the project site.
8. The height of the spa located in the rear yard shall be limited to the existing finished elevation of the lower terrace to retain privacy for the adjoining neighbors to the north and south of the project site and to reduce visibility of the structure from the public beach.

From 1998 staff report: …*As proposed, the rear yard terrace will be substantially reconfigured to create a more formal area and improve the function of this outdoor space. In addition, the existing spa will be replaced with a new elevated structure allowing for improved views from within the spa...*

In 1998, the rear deck and spa area was conditioned such that spa was listed to height of the lower terrace to minimize views from the public beach, and to minimize privacy impacts to adjoining neighbors. Currently, the height of the proposed roof deck is located above that of the proposed lower terrace. Construction of a new deck westward and higher than the metric indicated in 1998 is contrary to the subject use permit condition and prior finding.

The fact that an accessory dwelling unit is located below the proposed deck does not negate or lessen the proposed impacts of the proposed roof deck, visual impacts, or privacy impacts raised in previously or as part of this consideration, and is contrary to code requirements for design compatibility (CMC section 17.20.160.A.3), as there are no residences in the vicinity or otherwise that maintain elevated decks and terraces in excess of 1,500 square feet (includes proposed roof deck, spa, lower terrace, upper terrace).

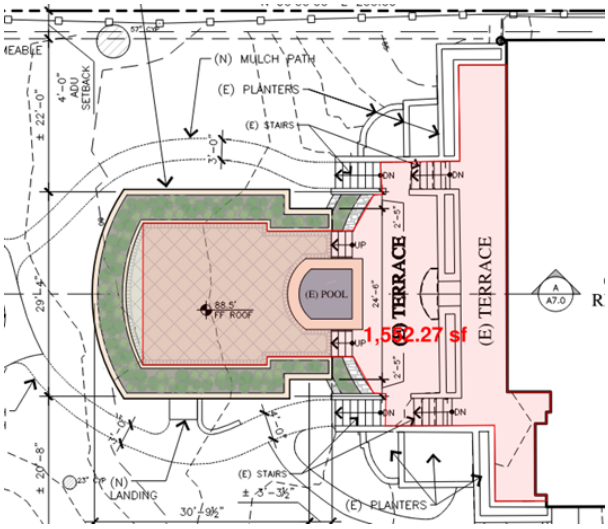


Figure 1. Proposed area (square footage) of existing terraces with new proposed roof terrace. Total area is approximately 1,500+ square feet.

The design features does not maintain the appropriate scale to maintain the intimate, rural charm and village character of Carmel-by-the-Sea nor, is the appropriate scale to be considered similar to improvements on neighboring properties that would allow for reasonable privacy.

> ***CMC section 17.10.010.E. Scale.*** *Buildings shall relate to a human scale in their forms, elements and in the detailing of doors, windows, roofs and walkways. Oversized design elements make structures appear dominating and monumental. This out-of-scale character represents a poor fit to the human form, vitiates the more intimate, rural charm and village character of Carmel-by-the-Sea and shall be avoided.*
>
> ***CMC section 17.10.010.G. Privacy****. Designs should respect the privacy of*

neighbors. The placement of windows, doors, balconies and decks should be sensitive to similar improvements on neighboring properties.

Based on evidence in the record, staff recommends the Planning Commission deny the roof deck and inclusion of Condition of Approval #27 which prohibits the roof of the proposed ADU as a roof deck, access to the roof, and use of the roof except for the incidental maintenance of roof top planting.

Site Coverage:

Sites not in compliance with site coverage limits shall not be authorized to increase site coverage (CMC 17.10.030.C.2). Site coverage that was lawfully established but not in compliance with current zoning regulations may be maintained in its current state, however, shall be considered non-conforming. If a non-conforming element is removed, or substantially altered, it shall not be permitted to be rebuilt or re-established in the same location or elsewhere on the site (CMC 17.36.040.E)

A 16,000 square foot site is permitted 911 square feet of coverage, or 1,551 square feet if 50% of the improvements are permeable or semi-permeable. The applicant is removing areas of site coverage to accommodate the proposed development. The applicant has indicated the existing site coverage is 3,386 square feet, and the proposed coverage is 3,040 square feet. The site remains non-conforming. Condition of Approval #28 and #29 requires areas of removed coverage, such as the walkways, be replaced with mulch, as represented on the plans as to not re-establish a non-conformity, and also includes that if non-conformities are removed during construction, they may not be replaced.

Archaeological Significance (AS) Overlay:

The subject site is located in the Archaeological Significance (AS) Overlay District. The purposes of the AS archaeological significance Overlay District are to implement the General Plan/Coastal Plan Land Use Plan and to:

A. Protect archaeological sites in Carmel that can provide evidence of the area's earliest human habitation, help to document the cultural history of the City, and are often highly significant to Native American descendants as burial grounds or because of their connection to sacred traditions.
B. Provide for the designation of archeological resources and establish explicit guidance for the protection of archeological resources, especially when they are subterranean.
C. Create a clear process and standards for evaluating projects that may affect archaeological resources, and for identifying appropriate measures to mitigate the effects of such projects.

An Archaeological Resource Management Report (ARMR) dated October 2025 was prepared for the site by Achasta Archaeological Services, Marina, California. The result of the report was negative; however, the authors did recommend standard language pertaining to protection of Archaeological Resources. The City maintains substantially

similar language to the recommended language which is required for all projects (Condition of Approval #13) which requires:

> *Throughout construction, all activities involving excavation shall immediately cease if cultural resources are discovered on the site, and the Applicant shall notify the Community Planning & Building Department within 24 hours. Work shall not be permitted to recommence until such resources are properly evaluated for significance by a qualified archaeologist. If the resources are determined to be significant, prior to the resumption of work, a mitigation and monitoring plan shall be prepared by a qualified archaeologist and reviewed and approved by the Community Planning and Building Director. In addition, if human remains are unearthed during the excavation, no further disturbance shall occur until the County Coroner has made the necessary findings regarding origin and distribution pursuant to California Public Resources Code (PRC) Section 5097.98.*

Park Overlay:

The subject site is located in the Park (P) Overlay District. The specific purposes of the park overlay district are to implement the General Plan/Coastal Plan Land Use Plan and to ensure that development of private property adjacent to parks and open spaces is compatible with their continued enjoyment. It is the intent of these regulations to protect park resources from the visual and physical impacts that may be associated with development of private property near designated parklands, to enhance the public enjoyment of parks and to preserve the habitat values of parks (CMC section 17.20.070).

The rear yard between the existing residence and the adjoining park (beach) is heavily landscaped and there is an existing clear and obvious distinction between the adjoining Del Mar Dunes area and the subject property. The record shows an approved landscaping plan for the rear of the residence from 1987 (BP 87-166). The record includes a revised landscaping plan dated August 1999 (not stamped approved) which appears to be associated with a project approved in 1997.

CMC section 17.20.090.D states, “When any construction activity is proposed on a site in the park overlay district, the site design shall include a landscaping plan in accordance with Chapter 17.34 CMC, Landscaping.”

The project includes a landscaping plan that would supplement the existing site’s landscaping, which is noted as proposed to remain and is shown on the periphery of the site. No tree removal is identified in the project plans. The supplemental landscaping would be in the vicinity of the proposed development, both at grade and on the roof of the proposed development in permanent planter installations. The proposed flora and general site work would match the existing condition.

The proposed plant material appears to be drought tolerant, and as conditioned, the City Forester shall verify the plant material prior to building permit issuance (CoA #17). A preliminary drainage plan has also been included on sheet C4 of the proposed

project plans (refer to Attachment 2). Condition of Approval #21 requires that a drainage plan consistent with SOG 17-07 be included in the building permit submittal. In addition, CoA #30 has been included which requires all drainage improvements be located at least 15 feet from the park boundary in accordance with CMC section 17.20.090.C.

While existing landscaping is noted as proposed to remain, the erosion and sediment control plan shows areas for stockpiles, washouts, and staging within existing landscaping areas. Either the civil drawing(s) have not been coordinated with the landscaping plan, or it is anticipated that there would be impacts to existing landscaping during construction. A condition of approval has been included requiring civil drawing be revised to protect existing landscaping that has been designated as proposed to remain throughout construction (CoA #31). If existing landscaping is proposed to be removed, or incidentally removed or damaged during construction, replacement/rehabilitated landscaping shall be designed and installed to establish a natural transition to the parkland vegetation pursuant to CMC section 17.34.090.A.2.

Beach and Riparian (BR) Overlay District:
The purpose of the Beach and Riparian overlay district is to provide review standards applicable to public and private property development located near public beach lands to ensure that proposed development is compatible with the public enjoyment of the City's coastal resources and with the California Coastal Act.

The Coastal Access and Recreation Element of the General Plan Land Use Plan states that, *"Carmel is among a limited number of California coastal communities where nearly the entire shoreline from the first public road to the sea is open to the public and easily accessible."*

Based on the assessment of story poles, staff has not identified that the proposed development would physically obstruct a portion of the ocean, sandy beach, or scenic area(s) beyond. However, as described above, staff has identified conflicts pertaining to CMC section 17.20.160.A.3, Design Compatibility, which requires, *"All development shall be compatible in design with existing buildings in the area for the purpose of protecting the neighborhood character and consistent with the R-1 design guidelines established in CMC section 17.10.010."*

[emphasis added in underline]
CMC section 17.10.010.J. Public Views. Buildings shall be located and designed to preserve significant coastal views from the public right-of-way in conformance with Section 30251 of the California Coastal Act. The protection of public views should not prevent reasonable development of the site, yet development shall not preclude reasonable protection of any significant coastal view.

Section 30251 Scenic and visual qualities. The scenic and visual qualities of coastal areas shall be considered and protected as a resource of public importance. Permitted development shall be sited and designed to protect views to and along the

> ocean and scenic coastal areas, to minimize the alteration of natural land forms, to be visually compatible with the character of surrounding areas, and, where feasible, to restore and enhance visual quality in visually degraded areas. New development in highly scenic areas such as those designated in the California Coastline Preservation and Recreation Plan prepared by the Department of Parks and Recreation and by local government shall be subordinate to the character of its setting.

CMC section 17.10.010.J specifically addresses "public views" from the right-of-way. While there does not appear to be an impact related to public views, Design Compatibility and consistency with CMC 17.20.160.A.3 remains a concern.

The project does not propose the alteration of natural landforms. According to the preliminary grading and drainage plan, 170 net cubic yards of cut (175 cut; 5 fill) is anticipated to level the development area for the ADU and accommodate the building foundation(s).

The development permit has been appropriately conditioned to require the appropriate connections for the associated utilities.

Coastal Setbacks.
Staff has been contacted by individuals interested in the project who have inquired whether there is a prohibition regarding westward expansion. Staff has not identified any explicit prohibition on westward expansion, rather, the CMC provides the Planning Commission the authority to establish setbacks consistent with the purposes of the Beach and Riparian overlay district.

CMC section 17.20.160.A.8, Projects on Irregularly Shaped Lots or Lots Larger Than 8,000 Square Feet, states that: "*On those lots that are irregular in shape or that exceed 8,000 square feet in area, the Planning Commission shall establish setbacks that are appropriate for the property and that are consistent with the purposes of the beach and riparian overlay district. Where a large lot size creates an opportunity to establish significantly increased setbacks from adjoining beach lands, and the topography or shape of the site allow sufficient area to build away from the beach, the Planning Commission may designate larger setbacks for the property that preserve an open space buffer adjacent to the beach while providing a reasonable area to build elsewhere on the property.*"

The existing site is 16,000 square feet. Evidence in the record suggests that setbacks for the site have not been formally established pursuant to CMC section 17.20.160.A.8. The record does reflect previous approvals where approved plans do show setback lines. For example, a landscaping plan stamped approved September 10, 1987 (BP 87-166), identifies a rear setback of 15-feet, and a south side yard setback of 6-feet. A gazebo structure is shown at the edge of the 15-foot rear setback, however, there is no evidence in the record which indicates the Commission has established setbacks pursuant to CMC section 17.20.160.A.8.

CMC section 17.20.160, states, in part: *"The following standards shall be used by decision-making bodies in approving or denying a coastal development permit in the beach and riparian overlay district… No building permit for any development, as defined in Chapter 17.70 CMC, including but not limited to new construction, additions, exterior alterations or change in land use shall be approved unless a coastal development permit is approved taking into consideration all of the following as may be appropriate to the scope of the project."* Subsection A.8. requires a determination of appropriate setbacks.

CMC section 17.02.050.G, state: *"The provisions of this title supersede all prior zoning ordinances, as amended, of the City of Carmel-by-the-Sea. However, no provision of this title shall validate or legalize any use or structure established, constructed, or maintained in violation of the prior zoning ordinance, as amended, unless specifically authorized by this title."*

While setbacks may be shown in previous approvals, the Commission has yet to establish setbacks for the site. Based on the regulations above, appropriate setbacks must be assessed as part of the Coastal Development Permit as new development is any development after the effective date of these regulations (CMC section 17.70, "Development").

In designating setbacks for the site, the Commission should consider the following:

CMC section 17.20.160.B.4 establishes a minimum setback for property lines adjacent to park boundaries: "*On sites adjacent to the beach all buildings shall be located to preserve maximum open space on the site as viewed from the beach. Generally, a setback of at least 15 feet shall be maintained along any property line facing the beach. The Planning Commission may at its discretion reduce any required rear, side or front yard to not less than three feet so as to preserve maximum open space on the site adjacent to the beach for public benefit."*

CMC section 17.20.160.B.4 requires that, "Private development proposed on ocean-fronting parcels shall comply with the setback requirements of the applicable primary zoning district, except where a lot line is adjacent to a coastal bluff or sand dunes, or where public access and/or recreational areas are required in compliance with these regulations. Proposed private developments shall be set back from the top of the bluff or adjacent sand dunes as provided by this subsection.

1. **Bluff Retreat Setback Requirements**. New structures shall be set back a sufficient distance from any bluff top to be safe from bluff erosion for a minimum of 100 years as determined by a site-specific geology report, prepared in compliance with CMC § 17.20.170.B., Geology Report; provided, that in no case shall the minimum setback be less than 25 feet.

Analysis: As outlined in CMC section 17.20.170.B, Geology Report, the applicant has provided an analysis that illustrates the building site's location relative to the bluff face. While city planning documents identify the adjacent area as a dune (Del Mar Dunes), and there is no express reference to this feature as a bluff, this exhibit was prepared to determine whether a geology report would be required pursuant to CMC section 17.20.160.B.4.a in accordance with section 17.20.170.B. The analysis ("report") was prepared by Grice Engineers dated December 29, 2025 – Addendum No. 1 (refer to Attachment 3).

The report found that no development was proposed to be located between the bluff top, as identified in the subject report, and the ascending line beginning at the toe of the bluff, which is greater than 50-feet from the bluff face. The report states that the development is located 78± feet beyond the intersection between the 20% ascending slope and the existing grade. This critical point is located within the dunes area and is not located on the subject site -the corresponding property line is 56± feet from the proposed development. That said, it was determined that no structures are proposed to be located within a bluff retreat setback and a geology report was not required pursuant to CMC sections 17.20.160.B.4 and 17.20.170.B.

2. **Use of Bluff Retreat Setbacks**. No development except public access pathways, public restrooms, stairways and associated public recreational or infrastructure facilities shall be permitted within the bluff retreat setbacks identified in site-specific geologic reports.

   Analysis: As noted above, a geologic report was not required. Therefore, a bluff retreat setback was not identified.

3. **Dune, Access and Recreational Area Setbacks**. Additional bluff top and/or dune setbacks may be required in compliance with Local Coastal Plan policies to establish a buffer from natural sand dune areas, to reduce visual intrusion on adjacent recreational areas or to accommodate public access and enjoyment of adjacent recreational areas. (See also CMC § 17.20.180, Public Access).

   Analysis: CMC section 17.20.160.A.8, states: *"Where a large lot size creates an opportunity to establish significantly increased setbacks from adjoining beach lands, and the topography or shape of the site allow sufficient area to build away from the beach, the Planning Commission may designate larger setbacks for the property that preserve an open space buffer adjacent to the beach while providing a reasonable area to build elsewhere on the property."*

   The nearest above grade structural development is proposed to be located approximately 53'3" from the rear property line, which is immediately adjacent to the Del Mar Dunes -a designated environmentally sensitive habitat area (ESHA). As described in the shoreline management plan (SMP), "The Del Mar dunes are a thin stretch of disturbed coastal sand dunes, extending from the end of 8th

Avenue north to the foot of Ocean Avenue/Del Mar parking lot. The eastern boundary of these dunes is defined by the Ocean Avenue/Del Mar Parking lot and by a line of private homes."

The SMP further describes "Native plant- and wildlife habitats in the narrow Del Mar dunes have been described by occasional coastal erosion and by the grown of exotic, invasive ice plant and acacia. Jones and Stokes (1995) studied these fines and determined they represent potential habitat for native dune plants and animals. The Del Mar Dunes have been designated as an [ESHA]…".

A biological assessment for the site was prepared by Rob Thompson of Thompson Wildland Management, dated January 12, 2026 (refer to Attachment 4), and concluded, *"[the project will be] occurring in the previously disturbed and significantly landscaped backyard area of the subject parcel. Biological resources that are protected under federal and state laws (e.g., FESA, CESA and CEQA) were not observed or detected during this pre-construction assessment and are not known to occur on this developed and impacted property."*

Although the biological report found that impacts to ESHA were not anticipated, recommendations were provided which implement CMC sections 17.20.220.E and 17.48.110, as well as federal law. These recommendations have been included as Conditions of Approval #32a-e.

A soils report was also submitted as part of the associated application materials (refer to Attachment 4). The report was prepared by Grice Engineers and dated November 2025. The report states, in part, *"The terrain to the north and south of the property did have undulations as typical to active dune deposits forming a depression landward of the fronting dune. Envisioning the continuance of the depression onto this property suggests the fill may have been placed to raise and level the yard as well as reduce material off haul as indicated by the buried debris."*

The boring logs of the report, Appendix B, identifies native beach sand at varying depths, and fill materials located at depths ranging from 2.5 feet to 9.5 feet located above the native topsoil.

Neither of the technical reports mandate, suggest, or otherwise recommend any setback based on the recommendation of qualified professional. However, based on the proposed scope of work for this application, the Land Use Plan policies may support an additional setback.

- **Policy P4-1:** "Development shall not interfere with the public's right of access to the sea. (LUP)"
- **Policy P5-48:** "New development shall protect areas of unique scenic quality (e.g. Scenic Road, Junipero Ave, Torres & 3rd, etc.). Development in these areas shall be sited to protect public views to and along the

coast, minimize impacts via landform alteration, and be visually compatible with the character of surrounding areas. (LUP)"

- **Policy P5-182:** "Continue to ensure that development, whether commercial or residential, does not diminish the village character by excessively blocking important public views, private views or disturbing natural topography, significant trees, or native growth. (LUP)"
- **Policy P5-209:**"New development shall be sited and designed on the most suitable portion of the site while ensuring protection and preservation of natural and sensitive site resources by providing for the following:
  - Protecting areas that provide important water quality benefits, areas necessary to maintain riparian and aquatic biota and/or that are susceptible to erosion and sediment loss;
  - Analyzing the natural resources and hazardous constraints of planning areas and individual development site to determine locations most suitable for development;
  - Promoting clustering of development on the most suitable portions of a site taking into account geologic constraints, sensitive resources, and natural drainage features;
  - Preserving and protecting riparian corridors, wetlands, and buffer zones;
  - Minimizing disturbance of natural areas, including significant trees, native vegetation, and root structures;
  - Using natural drainage as a design element, maximizing the preservation of natural contours and native vegetation;
  - Limiting land disturbance activities such as clearing and grading, limiting cut and fill to reduce erosion and sediment loss, and avoiding steep slopes, unstable areas, and erosive soils. (LUP)"
- **Goal 5-1:** “New Development shall minimize risks to life and property, assure stability and structural integrity over the life of the development, and neither create nor constitute significantly to erosion, geological instability, or destruction of the site or surrounding area (Shoreline Management Plan).”

The Commission should consider the above goals and policies and determine whether additional setbacks are necessary, warranted, or needed.

Summary/Recommendation: Based on the information in the record, staff recommends the Planning Commission find the setbacks for the proposed development adequate and appropriate and the proposed development be constructed consistent with the proposed plans (Attachment 2). In lieu of determining setbacks for the site which would run with the property in perpetuity, staff recommends the Commission make a determination that the development proposed by the applicant is appropriate, except as modified by the Conditions of Approval, as discussed elsewhere in the report.

Staff's recommendation is predicated on the notion that, should the Commission establish a 20-foot rear setback, for example, future development on the site may be inconsistent. For example, if the primary dwelling were to be demolished and a new primary dwelling constructed 20-feet from the rear setback, that development could be found inconsistent with the policies described above.

Evaluating the setbacks on a project specific basis allows the Commission to address site specific conditions based on the context of the site, and changing environmental conditions which may require additional setbacks be applied in the future (e.g. sea level rise). The technical reports provide support for the development in the proposed location, however, future development located elsewhere on-site may require re-evaluation.

This finding/recommendation shall be made contemporaneous with the findings for CMC sections 17.20.110.C, 17.20.160.A.8, and 17.20.160.B.9.

Other Project Components:

Public Correspondence:

At the time of writing this report, staff has received multiple correspondence regarding the project. All relevant public communications have been included as Attachment 5. Correspondence received either supports the proposed development or primarily raises questions and/or concern pertaining to development extending westward toward the dunes area and other scenic or visual quality issues.

Environmental Review: Staff recommends the project be found categorically exempt from the California Environmental Quality Act (CEQA), State CEQA guidelines and local environmental regulations, pursuant to Section 15301 (Class 1) – Existing Facilities. Pursuant to CEQA guideline section 15301, examples of Class 1 projects include, but are not limited to, *"(e) Additions to existing structures provided that the addition will not result in an increase of more than: 50 percent of the floor area of the structures before the addition, or 2,500 square feet, whichever is less,"*and *"(h) Maintenance of existing landscaping…"*

As conditioned the project allows for the addition of new 800 square foot accessory dwelling to an existing 5,040 square foot single family dwelling, which is less than 50% of the floor area of the structure before the addition. The project also includes enhancement of existing on-site landscaping, and associated site work. Government Code Section 66319 finds that an accessory dwelling unit is an accessory use or building. The proposed project does not present any unusual circumstances that would result in a potentially significant environmental impact, and no exceptions to the exemption exist pursuant to section 15300.2 of the CEQA Guidelines as discussed below:

1. Location. The proposed project would not result in any significant impacts due to the project's location and remains in context and consistent with the existing

conditions of the single-family residential (R-1) zoning district, and applicable overlay districts. Recommendations within technical reports made by qualified professionals implement the requirements of the Carmel Municipal Code/Coastal Implementation Plan.

2. Cumulative Impact. No successive projects on the project site are proposed, known, or expected to occur over time that would result in cumulatively considerable impacts.

3. Significant Effect. The proposed project would not result in any significant impacts due to unusual circumstances and remains in context and consistent with the existing conditions of the single-family residential (R-1) zoning district, and applicable overlay districts. Recommendations within technical reports made by qualified professionals implement the requirements of the Carmel Municipal Code/Coastal Implementation Plan.

4. Scenic Highways. The proposed project is not located within, immediately adjacent to, or visible from, a highway officially designated as a state scenic highway.

5. Hazardous Waste Sites. The project site is not on the California Environmental Protection Agency Cortese List of Data Sources, or any other known list that reports hazardous waste sites.

6. Historical Resources. On November 11, 2025, Margret Clovis, a qualified professional in Architectural History, under contract to the city, concluded, “The house underwent major remodels in 1987 and 1997, and it has substantially lost its historic integrity. The property does not relate to historic themes or property types established in the Historic Context Statement. The property is not associated with important events, people, or architecture that are identified in the Historic Context Statement. An intensive survey is not recommended.” A determination of ineligibility was issued by the Department of Community Planning and Building on March 30, 2026.

   Pursuant to CMC section 17.32.060.E.1, a Phase I Archaeological Resource Management Report (ARMR) dated October 2025 was also prepared for the site by Achasta Archaeological Services, Marina, California. The results of the report were negative.

Attachments:

1. Attachment 1 - Resolution
2. Attachment 2 - Project Plans
3. Attachment 3 - Geotechnical and Geological Hazards Report
4. Attachment 4 - Biological Assessment
5. Attachment 5 - Public Correspondence

DS 25206 (Diamond)
Attachment 1 - Resolution
Resolution 2026-13-PC

Planning Commission Meeting
April 8, 2026

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CITY OF CARMEL-BY-THE-SEA
PLANNING COMMISSION

PLANNING COMMISSION RESOLUTION NO. 2026-12-PC

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CARMEL-BY-THE-SEA FINDING THE PROJECT QUALIFIES AS A CLASS 1 CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION 15301 AND NONE OF THE EXCEPTIONS TO THE EXEMPTIONS CONTAINED IN SECTION 15300.2 CAN BE MADE IN THIS CASE; DENYING A DESIGN STUDY REFERRAL FOR THE CONSTRUCTION OF A NEW ROOF DECK ABOVE A PROPOSED 800-SQUARE-FOOT ACCESSORY DWELLING UNIT (UNDER A SEPARATE MINISTERIAL PERMIT); APPROVING A COASTAL DEVELOPMENT PERMIT TO ALLOW NON-EXCLUDED DEVELOPMENT (GROUND DISTURBANCE FOR AN 800 SQUARE ACCESSORY DWELLING UNIT ATTACHED TO AN EXISTING REAR TERRACE, LANDSCAPING, DRAINAGE IMPROVEMENTS AND ASSOCIATED SITE WORK) LOCATED WEST OF CARMELO STREET. THE PROPERTY IS LOCATED AT SCENIC ROAD 5 NORTHWEST OF 8TH AVENUE IN THE SINGLE-FAMILY RESIDENTIAL (R-1) DISTRICT, ARCHAEOLOGICAL SIGNIFICANCE (AS) OVERLAY DISTRICT, PARK (P) OVERLAY DISTRICT, AND BEACH AND RIPARIAN (BR) OVERLAY; AND APPROVING A DESIGN STUDY REFERRAL FOR THE INSTALLATION LANDSCAPING CONSISTENT WITH THE PROPOSED LANDSCAPING PLAN AS AUTHORIZED BY THE COASTAL DEVELOPMENT PERMIT. APN: 010-312-012-000.

WHEREAS, on October, 7 2025, International Design Group, Architect ("Applicant") submitted an application on behalf of DIAMOND STEPHEN P TR ("Owner") requesting approval of Design Study and Coastal Development Permit application DS 25206 (Diamond) described herein as ("Application"); and

WHEREAS, the Application has been submitted for a 16,000-square-foot site located at Scenic Road 5 NW of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay District; and

WHEREAS, applicant is requesting approval of a Design Study and Coastal Development Permit for the addition of an 800 square foot accessory dwelling unit (ADU). The project includes a proposed deck which would be accessed via an existing rear patio and located on the roof of the ADU -labeled in plans as, "roof view terrace." Site improvements include landscaping, drainage improvements, and site work associated with the associated improvements; and

WHEREAS, Carmel-by-the-Sea Municipal Code provides that certain projects can be excluded from a Coastal Development Permit requirement. However, it also finds that development in specific locations does not qualify for exclusion due to potential impacts to coastal resources. The subject property is located west of Carmelo Street and improvements on properties within this area do not qualify for exclusion; and

WHERAS, Although state law mandates that ADUs be approved ministerially, the "Coastal Savings Clause" (Government Code Section 66329) and the California Coastal Act requires discretionary review of development which has the potential to impact coastal resources. As such, the decision before the Planning Commission does not include the establishment of the ADU. It does, however, include the proposed development (e.g. land disturbance) within a sensitive coastal resource area; and

WHEREAS, a Coastal Development Permit is required for the project in accordance with Carmel-by-the-Sea Municipal Code (CMC) Sections 17.52.090.A and 17.52.100.D.2; and

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WHEREAS, on March 27, 2026, a notice of public hearing was published in the Carmel Pine Cone for the April 8, 2026, Planning Commission meeting in compliance with State law (California Government Code 65091) and mailed to owners of real property within a 300-foot radius of the project indicating the date and time of the public hearing; and

WHEREAS, on or before March 29, 2026, the Applicant posted the public notice on the project site and hand-delivered a copy of the public notice to each property within a 100-foot radius of the project site indicating the date and time of the public hearing; and

WHEREAS, on or before April 5, 2026, the meeting agenda was posted in three locations in compliance with State law indicating the date and time of the public hearing; and

WHEREAS, on April 8, 2026, the Planning Commission held a duly noticed public hearing to receive public testimony regarding the Application, including, without limitation, the information provided to the Planning Commission by City staff and through public testimony on the project; and

WHEREAS, the Planning Commission did hear and consider all said reports, attachments, recommendations and testimony herein above set forth and used their independent judgement to evaluate the project; and

WHEREAS, the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA"), together with State Guidelines (14 California Code Regulations §§ 15000, et seq., the "CEQA Guidelines") and City Environmental Regulations (CMC Chapter 17.60) require the review of certain projects for environmental impacts and preparation of environmental documents; and

WHEREAS, the Planning Commission found that pursuant to CEQA regulations, the Application is categorically exempt under Section 15301 (Class 1) – Existing Facilities, and no exceptions to the exemption exist pursuant to section 15300.2 of the CEQA Guidelines as discussed below:

a) Location. The proposed project would not result in any significant impacts due to the project's location and remains in context and consistent with the existing conditions of the single-family residential (R-1) zoning district, and applicable overlay districts. Recommendations within technical reports made by qualified professionals implement the requirements of the Carmel Municipal Code/Coastal Implementation Plan.

b) Cumulative Impact. No successive projects on the project site are proposed, known, or expected to occur over time that would result in cumulatively considerable impacts.

c) Significant Effect. The proposed project would not result in any significant impacts due to unusual circumstances and remains in context and consistent with the existing conditions of the single-family residential (R-1) zoning district, and applicable overlay districts. Recommendations within technical reports made by qualified professionals implement the requirements of the Carmel Municipal Code/Coastal Implementation Plan.

d) Scenic Highways. The proposed project is not located within, immediately adjacent to, or visible from, a highway officially designated as a state scenic highway.

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e) Hazardous Waste Sites. The project site is not on the California Environmental Protection Agency Cortese List of Data Sources, or any other known list that reports hazardous waste sites.

f) Historical Resources. On November 11, 2025, Margret Clovis, a qualified professional in Architectural History, under contract to the city, concluded, "The house underwent major remodels in 1987 and 1997, and it has substantially lost its historic integrity. The property does not relate to historic themes or property types established in the Historic Context Statement. The property is not associated with important events, people, or architecture that are identified in the Historic Context Statement. An intensive survey is not recommended." A determination of ineligibility was issued by the Department of Community Planning and Building on March 30, 2026.

Pursuant to CMC section 17.32.060.E.1, a Phase I Archaeological Resource Management Report (ARMR) dated October 2025 was also prepared for the site by Achasta Archaeological Services, Marina, California. The result of the report was negative; and

WHEREAS, the facts set forth in the recitals are true and correct and are incorporated herein by reference.

NOW THEREFORE, BE IT RESOLVED, that, consistent with the requirements of CMC sections 17.20.110.C, 17.20.160.A.8, and 17.20.160.B.9, the Planning Commission of the City of Carmel-By-The-Sea does hereby find:

1. The setbacks for the proposed development to be consistent with the setbacks depicted in the proposed plans dated June 27, 2025 prepared by Internation Design Group, and accompanying application materials, approved by the Planning Commission on April 8, 2026 except as modified by the Conditions of Approval; and
2. That the setbacks described herein are adequate and appropriate for the proposed development of this subject application, and future development, or future applications, shall require a determination for setbacks based on factors including but not limited to changes in the context of the site, and/or changing environmental conditions.

BE IT FURTHER RESOLVED, that the Planning Commission of the City of Carmel-By-The-Sea does hereby make the following findings and determinations regarding the **Denial** of the associated **Design Study** for the construction of a roof deck above a separately permitted accessory dwelling unit:

FINDINGS REQUIRED FOR DESIGN STUDY ACCEPTANCE (CMC SECTION 17.58)

For each of the required design study findings listed below, staff has indicated whether the plans submitted, and/or as conditioned, support adoption of the findings. For all findings checked "no" the staff report discusses the issues to facilitate decision-making by the Planning Commission. Findings checked "yes" may or may not be discussed in the staff report depending on the issues.

CMC Section 17.58.060.B – Findings for Design Review Approval	**YES**	**NO**
1. Conform to the applicable policies of the General Plan and the Local Coastal Program		✓
2. Comply with all applicable provisions of this code; and		✓
3. Are consistent with applicable adopted design review guidelines.		✓

Evidence: Pursuant to CMC section 17.02.060.C.4.c, *A proposed use is consistent with all elements of the Carmel-by-the-Sea General Plan and Coastal Land Use Plan when [the] following conditions exist:*

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Ensuring that design considers such items as natural site features; architectural, environmental and cultural preservation; usable open space; and relationship to surrounding uses in terms of scale, siting, architectural features and neighborhood development patterns.

As found in the staff report, inclusion of the proposed roof deck conflicts with CMC section 17.20.160.A.3 which requires, "All development shall be compatible in design with existing buildings in the area for the purpose of protecting the neighborhood character and consistent with the R-1 design guidelines established in CMC § 17.10.010."

The design features does not maintain the appropriate scale to maintain the intimate, rural charm and village character of Carmel-by-the-Sea nor, is the appropriate scale to be considered similar to improvements on neighboring properties that would allow for reasonable privacy.

> ***CMC section 17.10.010.E. Scale.*** *Buildings shall relate to a human scale in their forms, elements and in the detailing of doors, windows, roofs and walkways. Oversized design elements make structures appear dominating and monumental. This out-of-scale character represents a poor fit to the human form, vitiates the more intimate, rural charm and village character of Carmel-by-the-Sea and shall be avoided.*
>
> ***CMC section 17.10.010.G.*** *Privacy. Designs should respect the privacy of neighbors. The placement of windows, doors, balconies and decks should be sensitive to similar improvements on neighboring properties.*

The fact that an accessory dwelling unit is located below the proposed deck does not negate or lessen the proposed impacts of the proposed roof deck, visual impacts, or privacy impacts raised in previously or as part of this consideration, and is contrary to code requirements for design neighborhood compatibility (CMC section 17.20.160.A.3)

BE IT FURTHER RESOLVED that the Planning Commission of the City of Carmel-By-the-Sea does hereby make the following findings and determinations regarding the **Approval** of the Coastal Development Permit to allow non-excluded development (ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work):

FINDINGS REQUIRED FOR COASTAL DEVELOPMENT PERMITS

For each of the required findings listed below, the staff has indicated whether the proposed project or the addition of conditions supports the adoption of the findings. For all findings checked "no," the staff report discusses the issues to facilitate the Planning Commission's decision-making. Findings checked "yes" may or may not be discussed in the report depending on the issues.

CMC Section 17.64.010.B, Coastal Development Permits	YES	NO
1. The project, as described in the application and accompanying materials, as modified by any conditions of approval, conforms with the certified City of Carmel-by-the-Sea Local Coastal Program.	✓	
2. If the project is located between the first public road and the sea, the project conforms with the public access and recreation policies of Chapter 3 of the Coastal Act of 1976 (commencing with Sections 30200 of the Public Resources Code).	✓	
Evidence #1: See Staff Report.		

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Evidence #2: The proposed development is located between the first public road and the sea, as identified on the "Post-LCP Certification Permit and Appeal Jurisdiction" map dated October 18, 2004, prepared by the California Coastal Commission. In accordance with CMC 17.20.180.B, *"Proposed development and new land uses located between the ocean and the first public road may be required to provide vertical (perpendicular) access from the public road to bluff and beach areas, and lateral access along the beach, shoreline and bluff tops, where the review authority first makes specific findings documenting the need for additional public access on and/or through the site, and the relationship of the required dedication to the impacts on existing access, or needs for additional access created by the project."*

The Coastal Access and Recreation Element of the General Plan/Land Use Plan finds, "*Carmel is among a limited number of California coastal communities where nearly the entire shoreline from the first public road to the sea is open to the public and easily accessible. (LUP)"*

There is no existing access (either acquired through use or legislative authorization) on or through the site, and this site would not contribute to the enhancement, improvement, or other public benefit (i.e. there is no need) for new dedication at this time of an accessway based on the site's location and attributes. This requirement/finding may be reassessed in the future upon reconsideration of a new or amended Coastal Development Permit.

BE IT FURTHER RESOLVED, that the Planning Commission of the City of Carmel-By-The-Sea does hereby make the following findings and determinations regarding the **Approval** of the associated **Design Study** for the installation landscaping consistent with the proposed landscaping plan as authorized by the Coastal Development Permit:

FINDINGS REQUIRED FOR DESIGN STUDY ACCEPTANCE (CMC SECTION 17.58)

For each of the required design study findings listed below, staff has indicated whether the plans submitted, and/or as conditioned, support adoption of the findings. For all findings checked "no" the staff report discusses the issues to facilitate decision-making by the Planning Commission. Findings checked "yes" may or may not be discussed in the staff report depending on the issues.

CMC Section 17.58.060.B – Findings for Design Review Approval	YES	NO
1. Conform to the applicable policies of the General Plan and the Local Coastal Program	✓	
2. Comply with all applicable provisions of this code; and	✓	
3. Are consistent with applicable adopted design review guidelines.	✓	
Evidence: See Staff Report.		

BE IT FURTHER RESOLVED that the Planning Commission of the City of Carmel-by-the-Sea does hereby **FIND** the project qualifies for a Class 1 Categorical Exemption pursuant to CEQA Guidelines Section 15301 and none of the exceptions to the exemptions contained in Section 15300.2 can be made in this case and **DENY** a Design Study Referral for the construction of a new roof deck above a proposed 800-square-foot accessory dwelling unit (under separate ministerial permit), and **APPROVE** a Coastal Development Permit to allow non-excluded development consisting of ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work on a property west of Carmelo Street. The property is located at Scenic Road 5 northwest of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay, APN: 010-312-012-000.

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The following Conditions apply for any development undertaken subject to this Coastal Development Permit:

CONDITIONS OF APPROVAL	
No.	**Standard Conditions**
1.	**Authorization.** This approval of Coastal Development Permit authorizes the non-excluded development (ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work) located at Scenic Road 5 northwest of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay, APN: 010-312-012-000, consistent with plans dated June 27, 2025 prepared by Internation Design Group, and approved by the Planning Commission on April 8, 2026, and associated application materials, unless modified by the Conditions of Approval, herein.
2.	**Building Permit Required.** Any development undertaken subject to this Coastal Development Permit shall be subject to a building permit application prior to installation of such improvements.
3.	**Codes and Ordinances.** The project shall be constructed in conformance with all requirements of the R-1 zoning district, and all applicable overlay districts. All adopted building and fire codes shall be adhered to in preparing the working drawings. If any codes or ordinances require design elements to be changed, or if any other changes are requested when such plans are submitted, such changes may require additional environmental review and subsequent approval by the Planning Commission, or the Community Planning and Building Department, as determined by the Director.
4.	**Permit Validity.** In accordance with CMC Section 17.52.170 (Time Limits on Approvals and Denials), this Coastal Development Permit remains valid for a period of 12 months from the date of action. During this time, the project must be implemented, or the approval becomes void. Implementation is effected by erecting, installing, or beginning the installation of the improvement authorized by the permit, as determined by the Director. Extensions to this approval may be granted consistent with CMC 17.52.170.C.
5.	**Water Use**. Approval of this application does not permit an increase in water use on the project site without adequate supply. Should the Monterey Peninsula Water Management District determine that adequate water is unavailable for this site, this permit will be scheduled for reconsideration, and appropriate findings will be prepared for review and adoption by the Planning Commission or the Community Planning and Building Department, as determined by the Director.
6.	**Setback and Height Certifications.** For any development undertaken subject to this Coastal Development Permit that includes building foundations, and/or building walls, as determined by the Building Official: A State licensed surveyor shall survey and certify the following in writing: • The footing locations are in conformance with the approved plans prior to footing/foundation inspection; • The roof heights and plate heights of each building are in conformance with the approved plans prior to the roof sheathing inspection. Roofs and plates shall not exceed the elevation points as identified in the approved project plans, and the roofs include an appropriate allowance for roofing material thickness. Written certifications prepared, sealed, and signed by the surveyor shall be provided prior to

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	footing/foundation inspection and roof sheathing inspection. In the event that multiple footing/foundation pours are required, a survey letter shall be submitted for each separate section.
7.	**Modifications.** The Applicant shall submit in writing, with revised plans, to the Community Planning and Building staff any proposed changes to the approved project plans prior to incorporating those changes. If the Applicant changes the project without first obtaining City approval, the Applicant will be required to submit the change in writing, with revised plans, within two weeks of the City being notified. A cease work order may be issued at any time at the discretion of the Director of Community Planning and Building until a) either the Planning Commission or Staff has approved the change, or b) the property owner has eliminated the change and submitted the proposed change in writing, with revised plans, for review. The project will be reviewed for its compliance with the approved plans prior to the final inspection.
8.	**Exterior Revisions to Planning Approval Form.** All proposed modifications that affect the exterior appearance of the building or site elements shall be submitted on the "Revisions to Planning Approval" form on file in the Community Planning and Building Department. Any modification incorporated into the construction drawings not listed on this form shall not be deemed approved upon issuance of a building permit.
9.	**Conflicts Between Planning Approvals and Construction Plans.** It shall be the responsibility of the Owner, Applicant, and Contractor(s) to ensure consistency between the project plans approved by the Planning Staff, the Planning Commission, or the City Council on appeal and the construction plans submitted to the Building Division as part of the Building Permit review. Where inconsistencies between the Planning approval and the construction plans exist, the Planning approval shall govern unless otherwise approved in writing by the Community Planning & Building Director or their designee. When changes or modifications to the project are proposed, the Applicant shall clearly list and highlight each proposed change and bring each change to the City's attention. Changes to the project incorporated into the construction drawings that were not clearly listed or identified as a proposed change shall not be considered an approved change. Should conflicts exist between the originally approved project plans and the issued construction drawings that were not explicitly identified as a proposed change, the plans approved as part of the Planning Department Review, including any Conditions of Approval, shall prevail.
10.	**Exterior Lighting.** Prior to the issuance of a building permit, the Applicant shall include in the construction drawings the manufacturer's specifications, including illumination information, for all exterior light fixtures. All fixtures shall be shielded and down-facing. Exterior wall-mounted lighting shall be limited to 25 watts or less (incandescent equivalent or 375 lumens) per fixture and shall be installed no higher than 10 feet above the ground or walking surface. Landscape lighting shall not exceed 18 inches above the ground nor more than 15 watts (incandescent equivalent or 225 lumens) per fixture and shall be spaced no closer than 10 feet apart. Landscape lighting shall not be used as accent lighting, nor shall it be used to illuminate trees, walls, or fences. The purpose of landscape lighting is to safely illuminate walkways and entrances to the subject property and outdoor living spaces.
11.	**Indemnification.** The Applicant agrees, at his or her sole expense, to defend, indemnify, and hold harmless the City, its public officials, officers, employees, and assigns from any liability; and shall

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	reimburse the City for any expense incurred, resulting from, or in connection with any project approvals. This includes any appeal, claim, suit, or other legal proceedings to attack, set aside, void, or annul any project approval. The City shall promptly notify the Applicant of any legal proceeding and cooperate fully in the defense. The City may, at its sole discretion, participate in any such legal action, but participation shall not relieve the Applicant of any obligation under this condition. Should any party bring any legal action in connection with this project, the Superior Court of the County of Monterey, California, shall be the situs and have jurisdiction for resolving all such actions by the parties hereto.
12.	**Hazardous Materials Waste Survey.** Prior to the issuance of a demolition or building permit, the Applicant shall submit a hazardous materials waste survey to the Building Division in conformance with the Monterey Bay Unified Air Pollution Control District.
13.	**Cultural Resources.** Throughout construction, all activities involving excavation shall immediately cease if cultural resources are discovered on the site, and the Applicant shall notify the Community Planning & Building Department within 24 hours. Work shall not be permitted to recommence until such resources are properly evaluated for significance by a qualified archaeologist. If the resources are determined to be significant, prior to the resumption of work, a mitigation and monitoring plan shall be prepared by a qualified archaeologist and reviewed and approved by the Community Planning and Building Director. In addition, if human remains are unearthed during the excavation, no further disturbance shall occur until the County Coroner has made the necessary findings regarding origin and distribution pursuant to California Public Resources Code (PRC) Section 5097.98.
14.	**Truck Haul Route.** Prior to the issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning & Building Director, in consultation with the Public Works and Public Safety Departments, a truck-haul route and any necessary traffic control measures for the grading activities. The Applicant shall be responsible for ensuring adherence to the truck-haul route and implementation of any required traffic control measures.
15.	**USA North 811.** Prior to any excavation or digging, the Applicant shall contact the appropriate regional notification center (USA North 811) at least two working days, but not more than 14 calendar days, prior to commencing that excavation or digging. No digging or excavation is authorized to occur on-site until the Applicant has obtained a Ticket Number and all utility members have positively responded to the dig request. (Visit USANorth811.org for more information)
16.	**Conditions of Approval.** Prior to the issuance of a building permit, the Applicant shall print a copy of the Resolution adopted by the Planning Commission and signed by the property owner(s) on a full-size sheet within the construction plan set submitted to the Building Safety Division.
17.	**Landscape Plan Required.** Prior to the issuance of a building permit, the Applicant shall submit a landscape plan for review and approval by the Community Planning & Building Department and the City Forester. The landscape plan shall be included in the construction drawings and will be reviewed for compliance with the landscaping standards contained in the Zoning Code, including, but not limited to, the following: 1) All new landscaping shall be 75% drought-tolerant; 2) Landscaped areas shall be irrigated by a drip/sprinkler system set on a timer; and The landscape plan shall identify the location where new trees will be planted when new trees are required to be planted by the City code, the Forest and Beach Commission, or the Planning Commission.

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18.	**Tree Removal Prohibited.** Throughout construction, the Applicant shall protect all trees identified for preservation by methods approved by the City Forester. Trees on or adjacent to the site shall only be removed upon the approval of the City Forester or Forest and Beach Commission.
19.	**Tree Protection Measures.** Requirements for tree preservation shall adhere to the following tree protection measures on the construction site. • Prior to grading, excavation, or construction, the developer shall clearly tag or mark all trees to be preserved. • Excavation within 6 feet of a tree trunk is not permitted. • No attachments or wires of any kind, other than those of a protective nature, shall be attached to any tree. • Per Municipal Code Chapter 17.48.110, no material may be stored within the dripline of a protected tree, including the drip lines of trees on neighboring parcels. • Tree Protection Zone. The Tree Protection Zone shall be equal to dripline or 18 inches radially from the tree for every one inch of trunk diameter at 4.5 feet above the soil line, whichever is greater. A minimum of 4-foot-high transparent fencing is required unless otherwise approved by the City Forester. Tree protection shall not be resized, modified, removed, or altered in any manner without written approval. The fencing must be maintained upright and taught for the duration of the project. No more than 4 inches of wood mulch shall be installed within the Tree Protection Zone. When the Tree Protection Zone is at or within the drip line, no less than 6 inches of wood mulch shall be installed 18 inches radially from the tree for every one inch of trunk diameter at 4.5 feet above the soil line outside of the fencing. • Structural Root Zone. The Structural Root Zone shall be 6 feet from the trunk or 6 inches radially from the tree for every one inch of trunk diameter at 4.5’ above the soil line, whichever is greater. Any excavation or changes to the grade shall be approved by the City Forester prior to work. Excavation within the Structural Root Zone shall be performed with a pneumatic excavator, hydro-vac at low pressure, or another method that does not sever roots. • If roots greater than 2 inches in diameter or larger are encountered within the approved Structural Root Zone, the City Forester shall be contacted for approval to make any root cuts or alterations to structures to prevent roots from being damaged. • If roots larger than 2 inches in diameter are cut without prior City Forester approval or any significant tree is endangered as a result of construction activity, the building permit will be suspended, and all work stopped until an investigation by the City Forester has been completed, and mitigation measures have been put in place.
20.	**Foundation Work Near Significant Trees.** All foundations within 15 feet of significant trees shall be excavated by hand. If any tree roots larger than two inches (2”) are encountered during construction, the City Forester shall be contacted before cutting the roots. The City Forester may require the roots to be bridged or may authorize the roots to be cut. If roots larger than two inches (2”) in diameter are cut without prior City Forester approval or any significant tree is endangered as a result of construction activity, the building permit will be suspended and all work stopped until an investigation by the City Forester has been completed. Six inches (6”) of mulch shall be evenly spread across the inside the dripline of all trees prior to the issuance of a building permit.
21.	**Drainage Plan.** Prior to the issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning & Building and Public Works Departments a drainage

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	plan that meets the requirements of the City's drainage guidance, SOG 17-07 and Condition of Approval No. 30. At a minimum, new and replaced impervious area drainage must be dispersed around the site rather than focused on one corner of the property; infiltration features must be sized appropriately and located at least 6 feet from neighboring properties. The drainage plan shall include information on drainage from new impervious areas and semi-pervious areas.
22.	**BMP Tracking Form.** Prior to issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning & Building and Public Works Departments a completed BMP Tracking form.
23.	**Erosion and Sediment Control Plan.** Prior to issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning & Building and Public Works Departments an erosion and sediment control plan that includes locations and installation details for erosion and sediment control BMPs, material staging areas, stabilized access and the requirements contained in Condition of Approval No. 31.
24.	**Conditions of Approval Acknowledgement**. Prior to the issuance of a building permit revision, a completed **Conditions of Approval Acknowledgment** form shall be included in the construction drawings. The form shall be signed by the Property Owner, Applicant, and Contractor prior to the issuance of a building permit.
25.	**Copper Gutters & Downspouts.** Prior to the issuance of a building permit, the applicant shall submit a revised plan for review and approval by the Planning Division identifying alternative materials for exterior water conveying features, such as gutters and downspouts, which are not documented to release contaminants into Carmel Bay -copper may not be considered. All finishes shall be painted to match the existing water conveying features on-site or a similar matte and non-reflective finish.
26.	**Construction Management Plan.** Prior to the issuance of a building permit, the Applicant shall submit a Construction Management Plan for review and approval by the Community Planning & Building Director. The construction management plan shall also be coordinated with the requirements of Condition of Approval No. 31.
	Special Conditions
27.	**Plan Revision – Elimination of Roof Deck.** Prior to building permit issuance, the Applicant shall revise the plans to eliminate access to the roof of the Accessory Dwelling Unit (ADU). The plans shall be revised such that the area designated as “roof deck,” or “view deck,” or similar references to said features, as depicted in the plans dated June 27, 2025 prepared by Internation Design Group, and reviewed by the Planning Commission on April 8, 2026, is revised to designate the area as “ADU roof” or substantially similar designation. The subject area shall not be used, accessed, or maintained as an accessible, usable, or otherwise functional outdoor living space. Steps, stairs, or other means of access shall also be eliminated. No changes to the existing terrace are approved as part of this approval.
28.	**Site Coverage Limitation.** The existing site is not in compliance with site coverage limits and shall not be authorized to increase site coverage (CMC 17.10.030.C.2). Site coverage that was lawfully established but not in compliance with current zoning regulations may be maintained in its current state, however, shall be considered non-conforming. If a non-conforming element is removed, or substantially altered, it shall not be permitted to be rebuilt or re-established in the same location or elsewhere on the site (CMC 17.36.040.E). New or replaced coverage shall require the non-conforming be brought into compliance with the requirements for the R-1 zoning district.
29.	**Site Coverage Removal.** Unless otherwise expressly noted on the approved site plan, all areas

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	where site coverage is proposed to be removed, or new pathways proposed, as depicted in the plans dated June 27, 2025, prepared by Internation Design Group, and reviewed by the Planning Commission on April 8, 2026, shall be replaced with woodchip or mulch. New or replacement improvements that would otherwise count as site coverage (gravel, decomposed granite, pavers, etc) shall not be authorized. All site coverage required to be removed shall be removed prior to final inspection.
30.	**Setback.** Consistent with CMC section 17.20.090.C, all proposed construction, including drainage facilities, shall maintain a setback of at least 15 feet from any property line that also constitutes a park boundary. Prior to building permit issuance, the Applicant shall revise the plans to clearly demonstrate that all development, above and below ground, is located at least 15 feet from any property line that also constitutes a park boundary.
31.	**Civil Plan Revision.** Prior to the issuance of a building permit, the Applicant shall submit revised civil drawings (including the erosion and sediment control plan) that are fully coordinated with the approved landscape plan. These revised plans shall relocate all proposed areas for stockpiles, washouts, staging area, etc, to avoid encroachment into existing landscaping areas designated to remain. In the event that existing landscaping is removed or incidentally damaged during construction, the affected areas shall be rehabilitated. All replacement landscaping shall be designed to establish a natural transition to the adjacent parkland vegetation persuant to CMC section 17.34.090.A.2.
32.	**CMC ESHA and Tree Protection.** The recommendations of the Biological Report prepared by Thompson Wildland Management (TWM), dated January 12, 2026, shall be incorporated herein by reference to implement CMC sections 17.20.220.D and E. The following recommendations from TWM shall be completed prior to building permit issuance: a. Install resource protection measures to prevent unnecessary construction related impacts and disturbance to the surrounding areas in the backyard of the property. Resource protection BMP's include tree protection and erosion & sedimentation control measures, such as high visibility exclusionary fencing that clearly delineates the construction zone and protects the canopy dripline and critical root zone of a few nearby cypress trees, as well as erosion & sedimentation control measures, such as silt fence, straw wattles and soil stabilization measures, that may be necessary. For example and as previously stated, straw wattles or silt fencing shall be installed between the proposed construction footprint and the property fence to the west, as well as a heavy duty green mesh fabric barrier fencing installed and secured along the property fence. Resource protection BMP's shall be properly installed, monitored, maintained and, if necessary, modified and improved on a as needed basis for the duration of the project. (Also See CoAs #18-22) b. Just before (i.e., within 5 days) and again during the initial clearing of landscaping vegetation for this ADU construction project, the project biologist should be present to inspect and observe for the black legless lizard (Anniella pulchra nigra) or any other potentially occurring listed species that have protection status. This reptile that resembles a small snake has the potential of occurring in this coastal zone habitat under vegetation and in loose sandy soils. As a result, this backyard area where the ADU will be constructed should be inspected and monitored during initial clearing operations to

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	make sure the black legless lizard is not present or harmed. c. For any landscape improvements, consideration should be given to using plants that are native or naturalized to this region and are well-adapted to this mixed urban woodland and coastal environment. Plants selected for landscaping operations should be drought tolerant, less flammable and more fire resistant, non-invasive to habitat and open space areas, and suitable and appropriate to this coastal zone environment. (Also see CoA #17) d. As previously stated, nesting birds were not observed during the assessment of this property. However, the nesting season in Monterey County may begin as early as February and continue through August. Consequently, if construction activities begin during this nesting period an additional nesting assessment should be conducted within two weeks of construction activities commencing. e. The 3 mature and senescing Monterey cypress trees that are located in the vicinity of the proposed ADU will need to be adequately protected with tree protection fencing for the duration of the project. These native specie trees appear to be a safe and sufficient distance away from the proposed construction footprint, and given the proper installation, maintenance and monitoring of tree protection measures, construction related impacts are expected to be minimal, insignificant and not harmful to the health and wellbeing of the subject trees. (Also See CoAs #18-20)

*Acknowledgement and acceptance of conditions of approval.

DocuSigned by:
Steve Diamond
4F5863C86C1B46F...
Property Owner Signature

Steve Diamond
Printed Name

4/16/2026
Date

Signed by:
Jason Diaz
942A2479CA43478...
Applicant Signature

Jason Diaz
for International Design Group
Printed Name

4/15/2026
Date

PASSED, APPROVED AND ADOPTED BY THE PLANNING COMMISSION OF THE CITY OF CARMEL-BY-THE-SEA this 8th day of April, 2026, by the following vote:

AYES: Ahlborn, Allen, Locke, LePage

NOES: Karapetkov

ABSENT:

ABSTAIN:

Docusign Envelope ID: BD361531-06A6-49CD-B45A-B6B258859CCC

APPROVED:

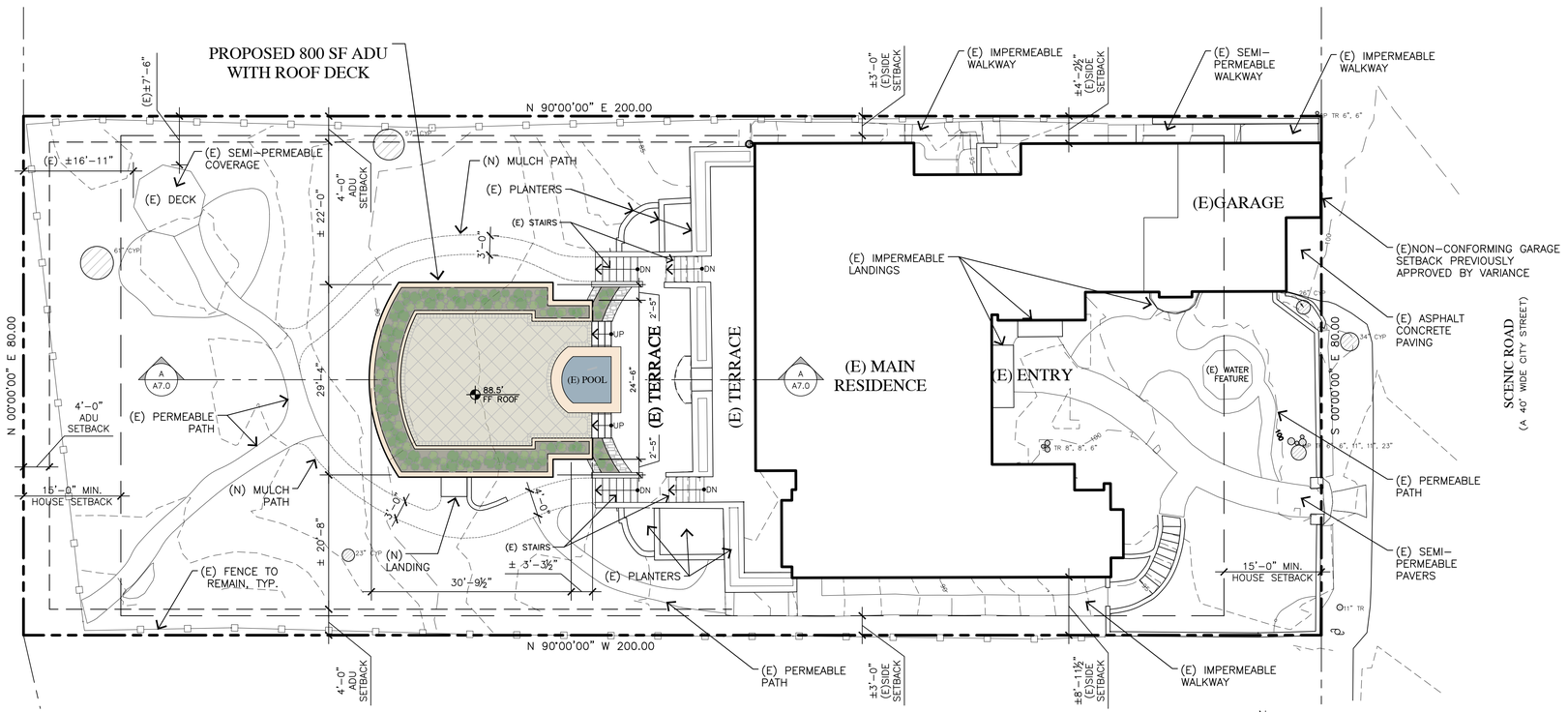
Signed by:
4FF97D7E0A3D499...
Michael LePage
Chair

ATTEST:

Signed by:
6E9202EE446F4FF...
Shelby Gorman
Planning Commission Secretary

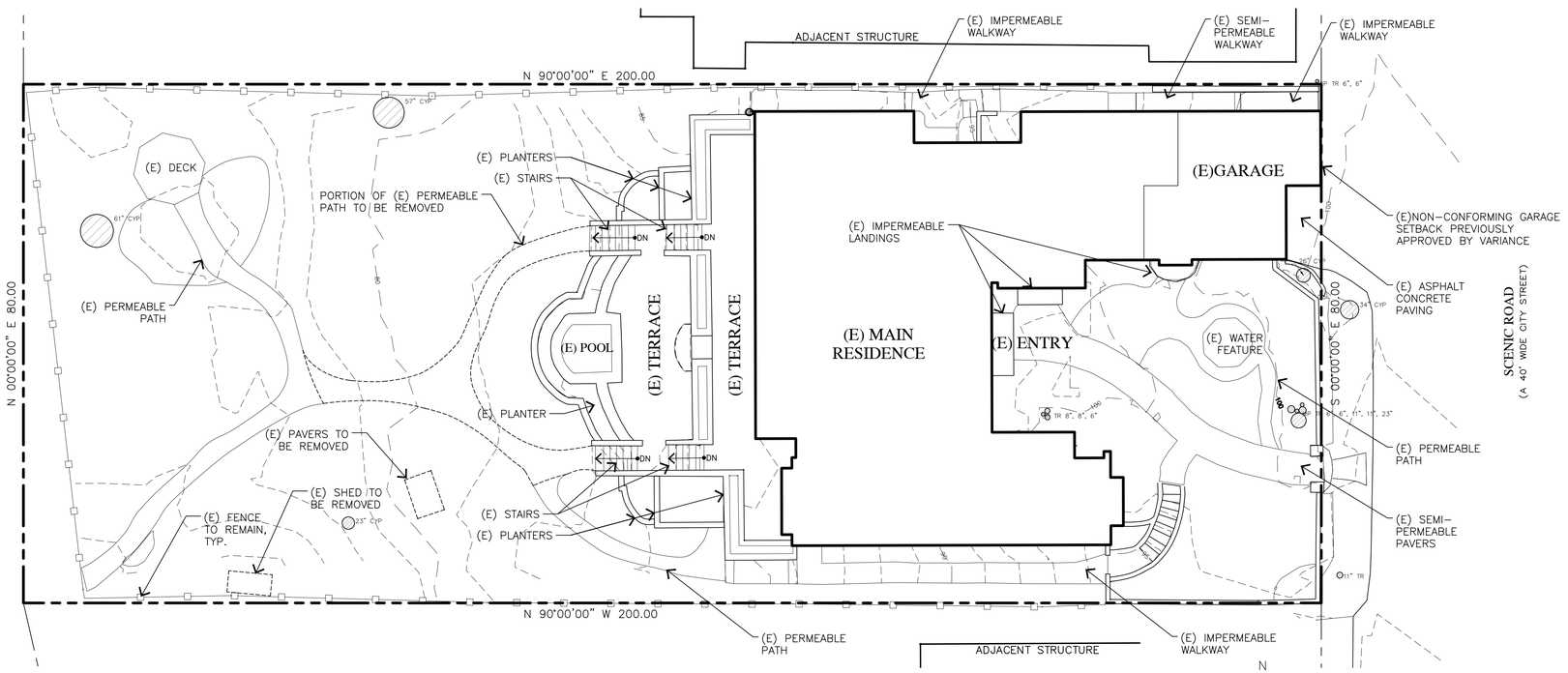
DS 25206 (Diamond)
Attachment 2 - Project Plans

Planning Commission Meeting
April 8, 2026



SITE PLAN - PROPOSED

3/32" = 1'-0"



0 3' 5' 10'

SCALE: 3/32" = 1'-0"

SITE PLAN - EXISTING

3/32" = 1'-0"

PLANNING INFO.

- PROPERTY OWNER:
  STEPHEN P. DIAMOND, TRUST
  P.O. BOX 7120
  CARMEL-BY-THE-SEA, CA 93921
- PROJECT ADDRESS:
  SCENIC ROAD, 5 NW OF 8TH AVE
  CARMEL-BY-THE-SEA, CA. 93921
- PROJECT SCOPE:
  - CONSTRUCTION OF AN 800 SF ACCESSORY DWELLING UNIT ON AN EXISTING LOT WITH AN EXISTING TWO-STORY SINGLE FAMILY DWELLING AND 2-CAR GARAGE
- OCCUPANCY: R-3, U
- CONST. TYPE: V-B
- A.P.N. 010-312-012
- LEGAL DESC.: LOT: 8 BLOCK: C2
- ZONE: R-1
- STORIES: 1
- MAX BLDG. HT: 16 FT
- GRADING: 145 CY
- TREE REMOVAL: 0
- TOPOGRAPHY: SLOPING
- LOT AREA: 16,000 S.F. (0.367 AC)
- F.A.R. 800 SF (ADU)
- PROJECT CODE COMPLIANCE:
  2022 CRC, CBC, CMC, CPC, CFC, CEC, CALIFORNIA GREEN BUILDING CODE & CALIFORNIA ENERGY CODE
- SITE COVERAGE CALCULATIONS:

	EXISTING	PROPOSED REMOVAL	PROPOSED TOTAL
IMPERMEABLE *	1,735	55	1,680
SEMI-PERMEABLE	487	27	460
FULLY PERMEABLE	1,164	264	900
TOTAL	3,386	346	**3,040**

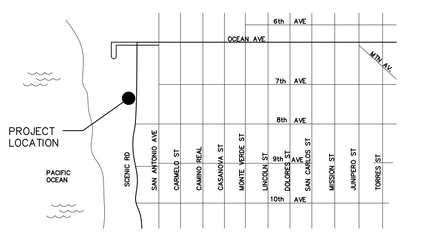
NOTE:
* ADU ALLOWED LANDING OF 12 SF IS NOT INCLUDED

- SITE COVERAGE EXISTING: 3,386 SF (21%)
- SITE COVERAGE PROPOSED: 3,040 SF (19%)
- FLOOR AREA SUMMARY

EXISTING BUILDING	EXISTING	PROPOSED ADDITION	PROPOSED TOTAL
MAIN FLOOR	2,950	0	2,950
LOWER FLOOR	1,633	0	1,633
GARAGE	457	0	457
ADU	0	800	800
TOTAL	5,040	800	**5,840**

- MIN. ADU PARKING REQUIRED: N/A WITHIN 0.5 MILES OF PUBLIC TRANSIT
- EXISTING PARKING: 2 SPACES

VICINITY MAP



JUN A. SILLANO, AIA
IDG
ARCHITECTURE + PLANNING + INTERIOR DESIGN
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PACIFIC GROVE CA. 93950
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STAMPS:

PROJECT/CLIENT:

DIAMOND
ADU

PROJECT ADDRESS:

SCENIC ROAD,
5 NW OF 8TH AVE
CARMEL, CA 93923

APN: 010-312-012

DATE: JUNE 27, 2025
PLANNING SUBMITTAL

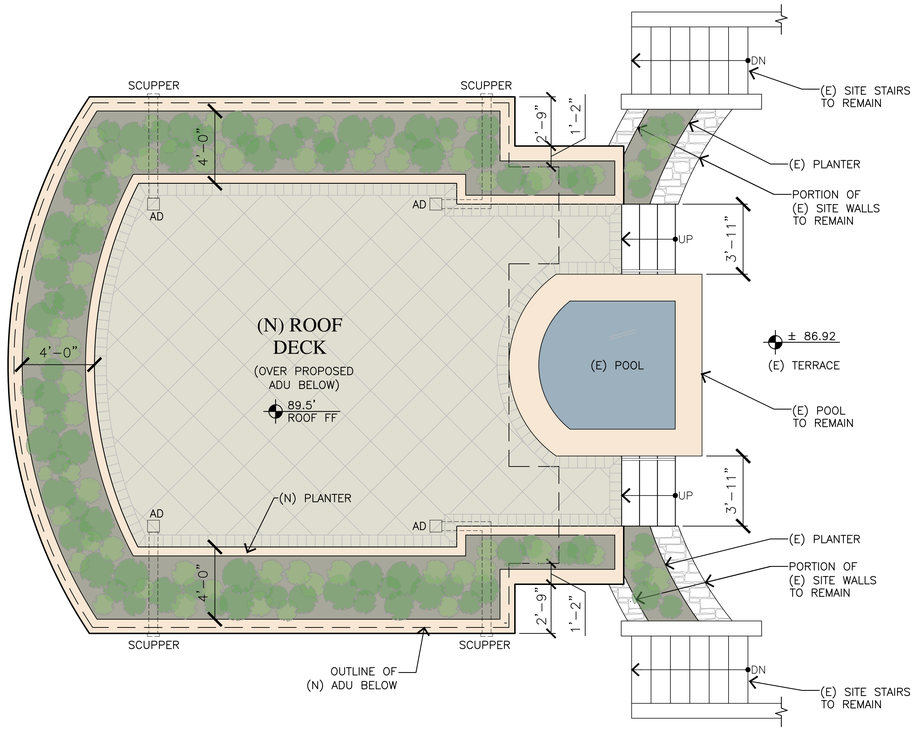
REVISIONS:

1.
2.
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SITE PLAN

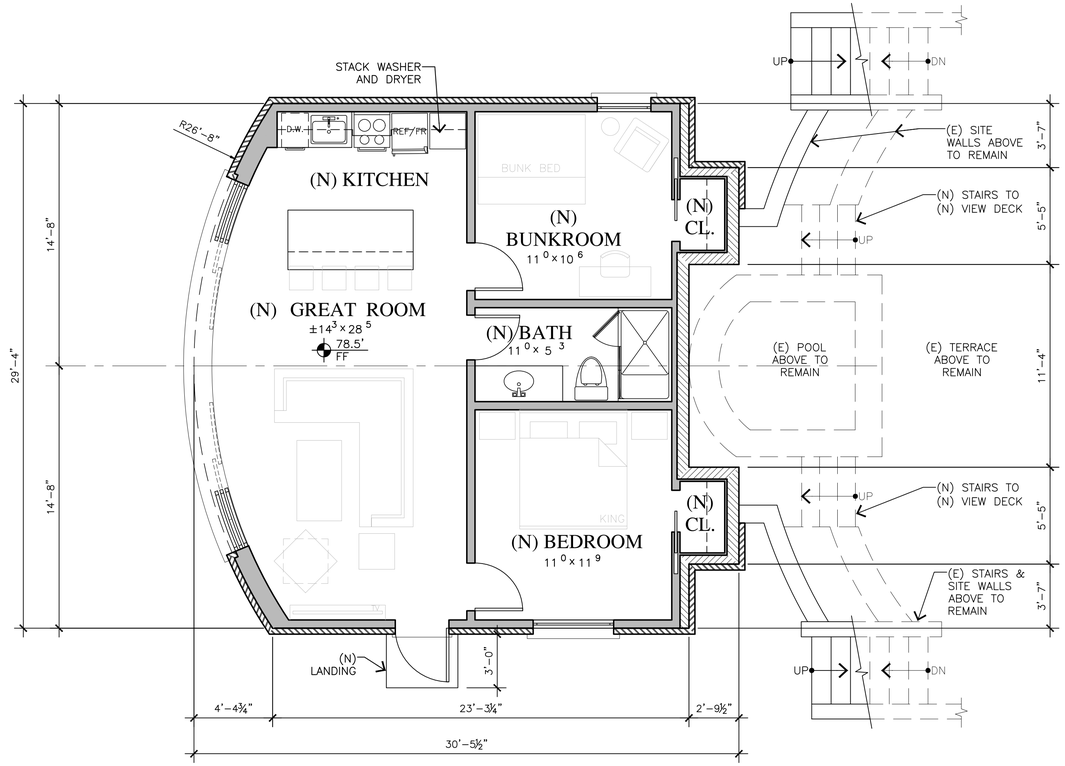
SHEET NO.

A1.0



ROOF PLAN - ADU

1/4"=1'-0"



MAIN LEVEL PLAN - ADU

1/4"=1'-0"

0 2' 4' 8'

SCALE: 1/4" = 1'-0"

N

WALL LEGEND

- (N) 2X STUD FRAMED WALL
- (N) STONE VENEER
- (N) CONCRETE OR CMU WALL

JUN A. SILLANO, AIA

IDG

ARCHITECTURE + PLANNING + INTERIOR DESIGN

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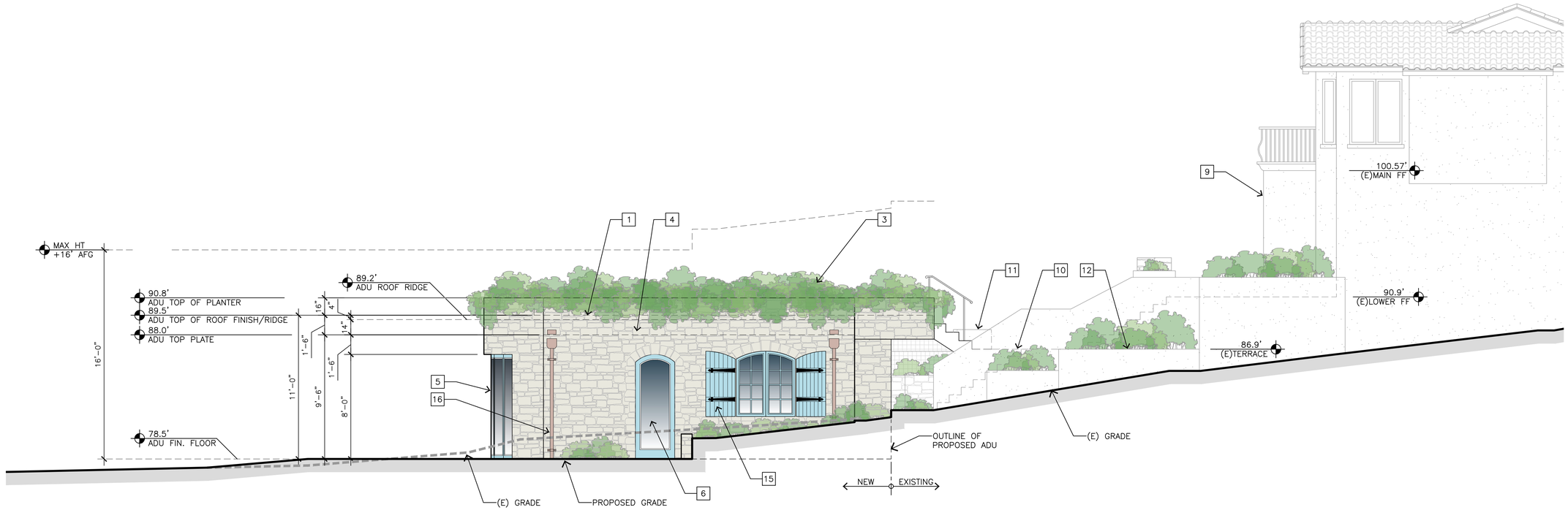
REVISIONS:

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MAIN LEVEL PLAN

SHEET NO.

A2.0

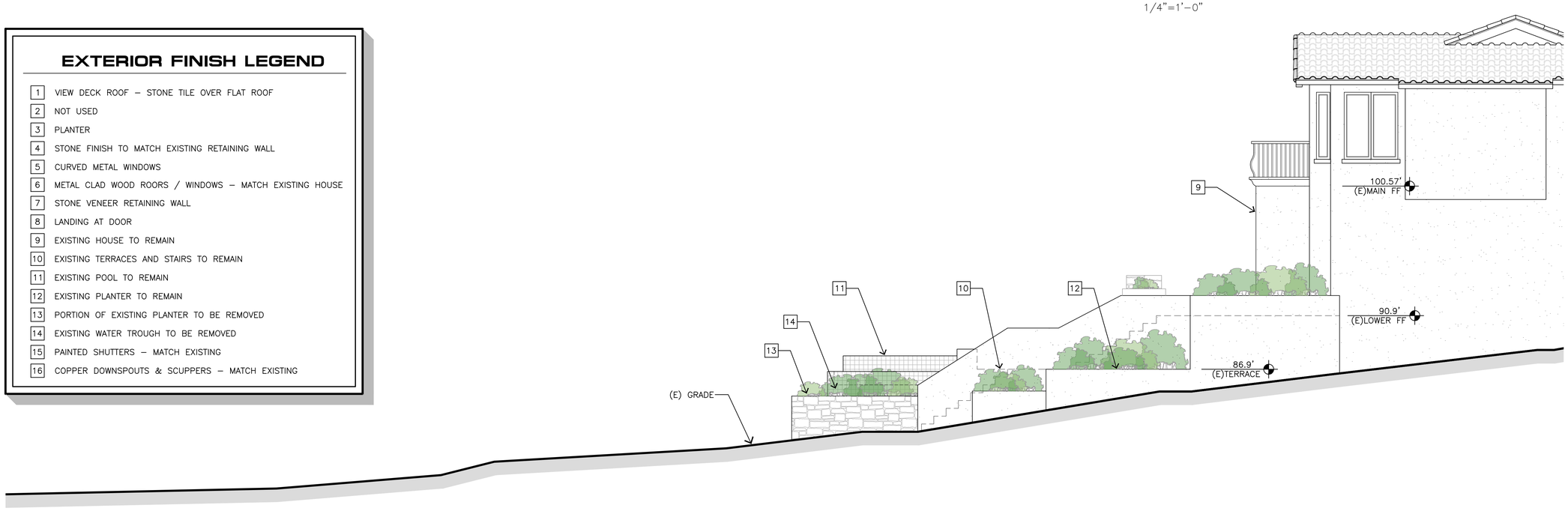


SOUTH ELEVATION - PROPOSED

1/4"=1'-0"

EXTERIOR FINISH LEGEND

1	VIEW DECK ROOF – STONE TILE OVER FLAT ROOF
2	NOT USED
3	PLANTER
4	STONE FINISH TO MATCH EXISTING RETAINING WALL
5	CURVED METAL WINDOWS
6	METAL CLAD WOOD ROORS / WINDOWS – MATCH EXISTING HOUSE
7	STONE VENEER RETAINING WALL
8	LANDING AT DOOR
9	EXISTING HOUSE TO REMAIN
10	EXISTING TERRACES AND STAIRS TO REMAIN
11	EXISTING POOL TO REMAIN
12	EXISTING PLANTER TO REMAIN
13	PORTION OF EXISTING PLANTER TO BE REMOVED
14	EXISTING WATER TROUGH TO BE REMOVED
15	PAINTED SHUTTERS – MATCH EXISTING
16	COPPER DOWNSPOUTS & SCUPPERS – MATCH EXISTING



SOUTH ELEVATION - EXISTING

1/4"=1'-0"

0 2' 4' 8'

SCALE: 1/4" = 1'-0"

JUN A. SILLANO, AIA
IDG
ARCHITECTURE + PLANNING + INTERIOR DESIGN

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DATE: JUNE 27, 2025
PLANNING SUBMITTAL

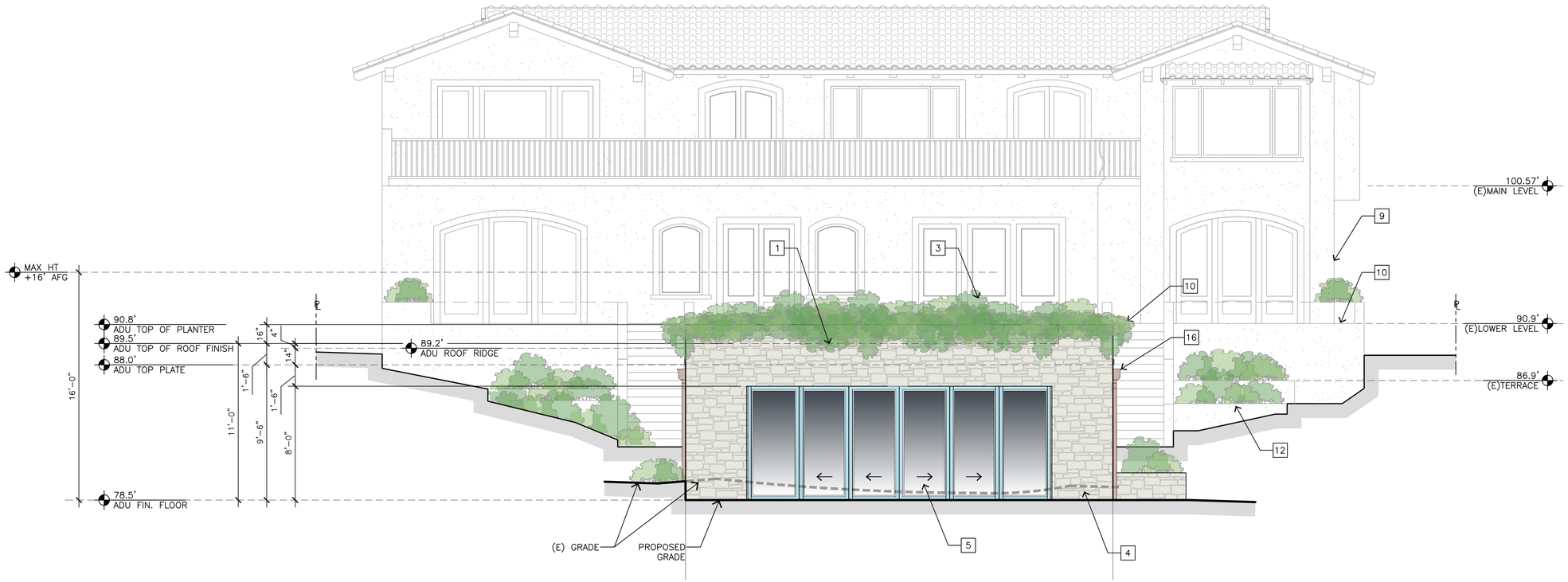
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ELEVATIONS
SOUTH

SHEET NO.

A6.0



WEST ELEVATION - PROPOSED

1/4"=1'-0"

EXTERIOR FINISH LEGEND

1	VIEW DECK ROOF – STONE TILE OVER FLAT ROOF
2	NOT USED
3	PLANTER
4	STONE FINISH TO MATCH EXISTING RETAINING WALL
5	CURVED METAL WINDOWS
6	METAL CLAD WOOD ROORS / WINDOWS – MATCH EXISTING HOUSE
7	STONE VENEER RETAINING WALL
8	LANDING AT DOOR
9	EXISTING HOUSE TO REMAIN
10	EXISTING TERRACES AND STAIRS TO REMAIN
11	EXISTING POOL TO REMAIN
12	EXISTING PLANTER TO REMAIN
13	PORTION OF EXISTING PLANTER TO BE REMOVED
14	EXISTING WATER TROUGH TO BE REMOVED
15	PAINTED SHUTTERS – MATCH EXISTING
16	COPPER DOWNSPOUTS & SCUPPERS – MATCH EXISTING



WEST ELEVATION - EXISTING

1/4"=1'-0"

0 2' 4' 8'

SCALE: 1/4" = 1'-0"

JUN A. SILLANO, AIA

IDG

ARCHITECTURE + PLANNING + INTERIOR DESIGN

721 LIGHTHOUSE AVE
PACIFIC GROVE CA.
93950

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STAMPS:

PROJECT/CLIENT:

DIAMOND
ADU

PROJECT ADDRESS:

SCENIC ROAD,
5 NW OF 8TH AVE
CARMEL, CA 93923

APN: 010-312-012

DATE: JUNE 27, 2025
PLANNING SUBMITTAL

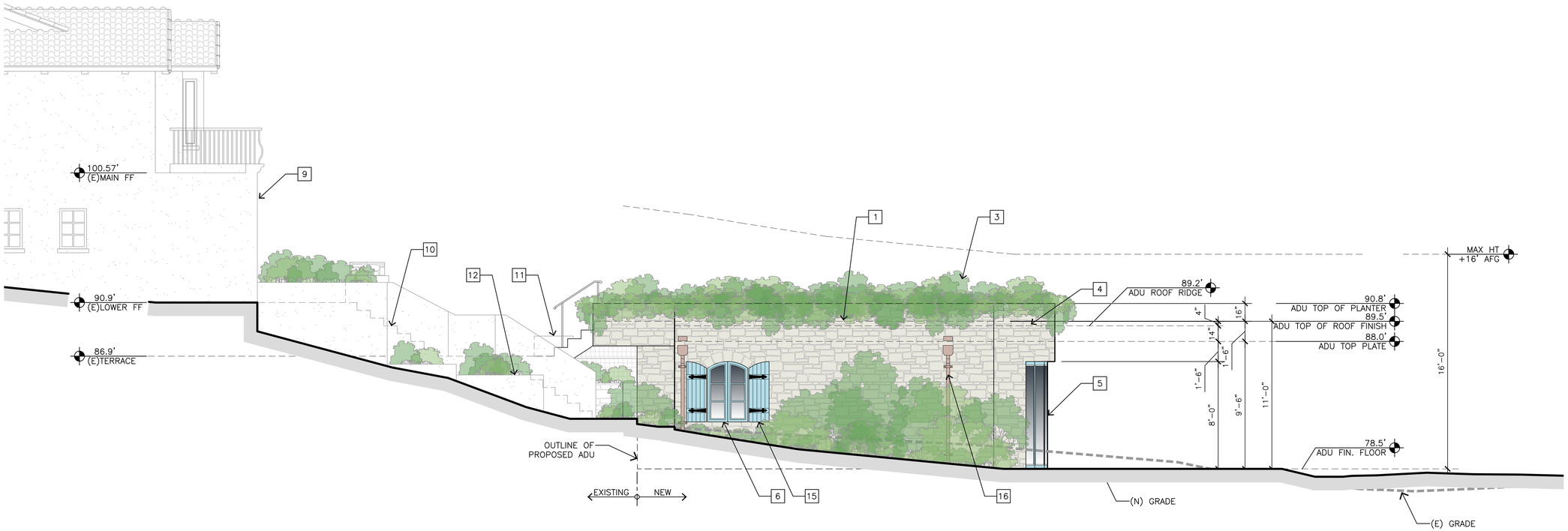
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ELEVATIONS
WEST

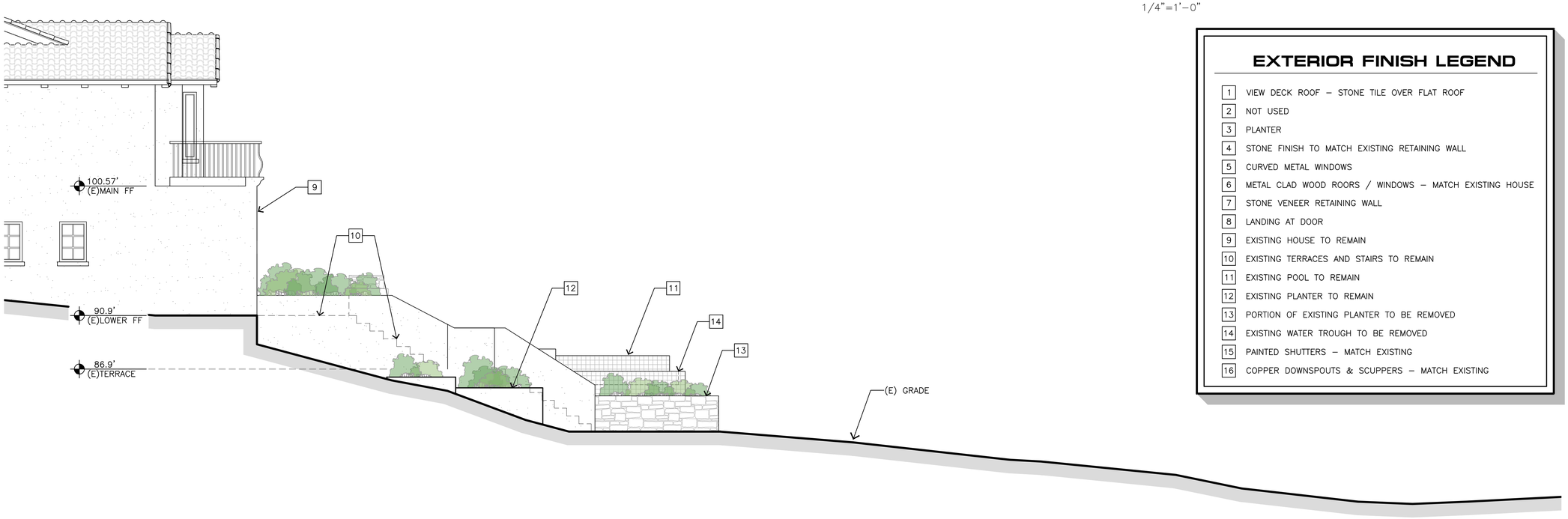
SHEET NO.

A6.1



NORTH ELEVATION - PROPOSED

1/4"=1'-0"



NORTH ELEVATION - EXISTING

1/4"=1'-0"

EXTERIOR FINISH LEGEND

1	VIEW DECK ROOF – STONE TILE OVER FLAT ROOF
2	NOT USED
3	PLANTER
4	STONE FINISH TO MATCH EXISTING RETAINING WALL
5	CURVED METAL WINDOWS
6	METAL CLAD WOOD ROORS / WINDOWS – MATCH EXISTING HOUSE
7	STONE VENEER RETAINING WALL
8	LANDING AT DOOR
9	EXISTING HOUSE TO REMAIN
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12	EXISTING PLANTER TO REMAIN
13	PORTION OF EXISTING PLANTER TO BE REMOVED
14	EXISTING WATER TROUGH TO BE REMOVED
15	PAINTED SHUTTERS – MATCH EXISTING
16	COPPER DOWNSPOUTS & SCUPPERS – MATCH EXISTING

0 2' 4' 8'

SCALE: 1/4" = 1'-0"

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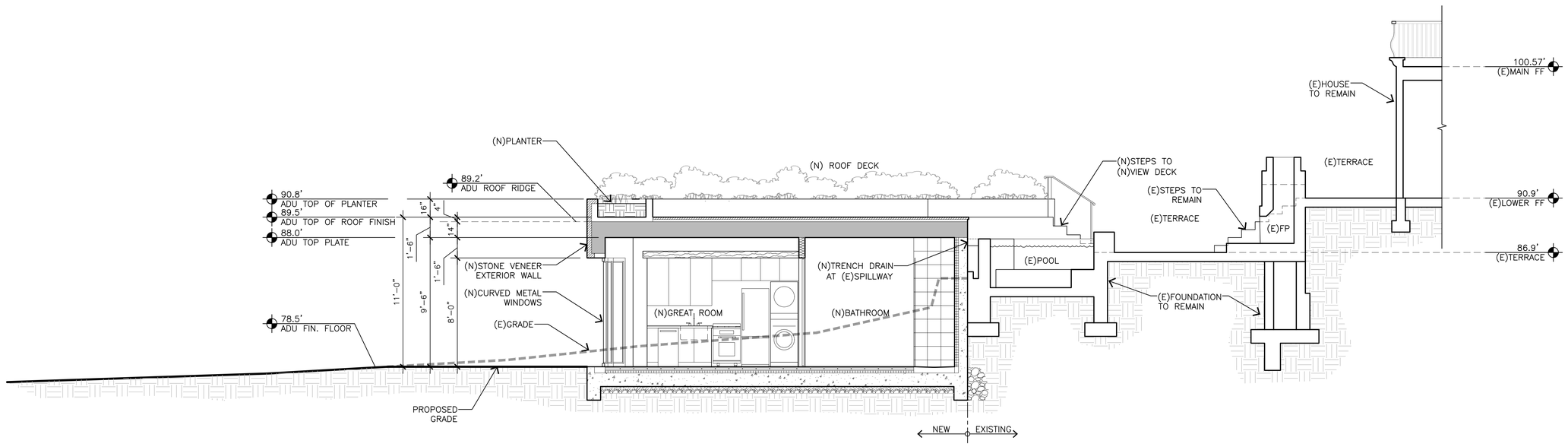
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ELEVATIONS
NORTH

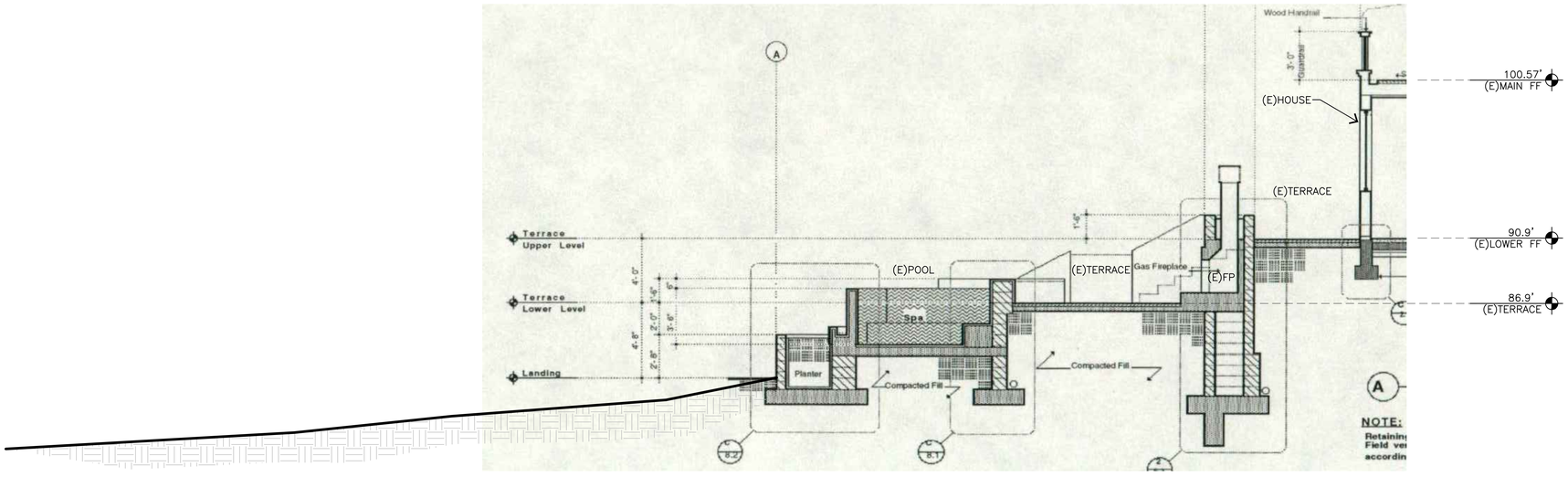
SHEET NO.

A6.2



SECTION A-A - PROPOSED

1/4"=1'-0"



0 2' 4' 8'

SCALE: 1/4" = 1'-0"

SECTION A-A - EXISTING (PER CITY'S RECORDS)

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IDG
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CARMEL, CA 93923

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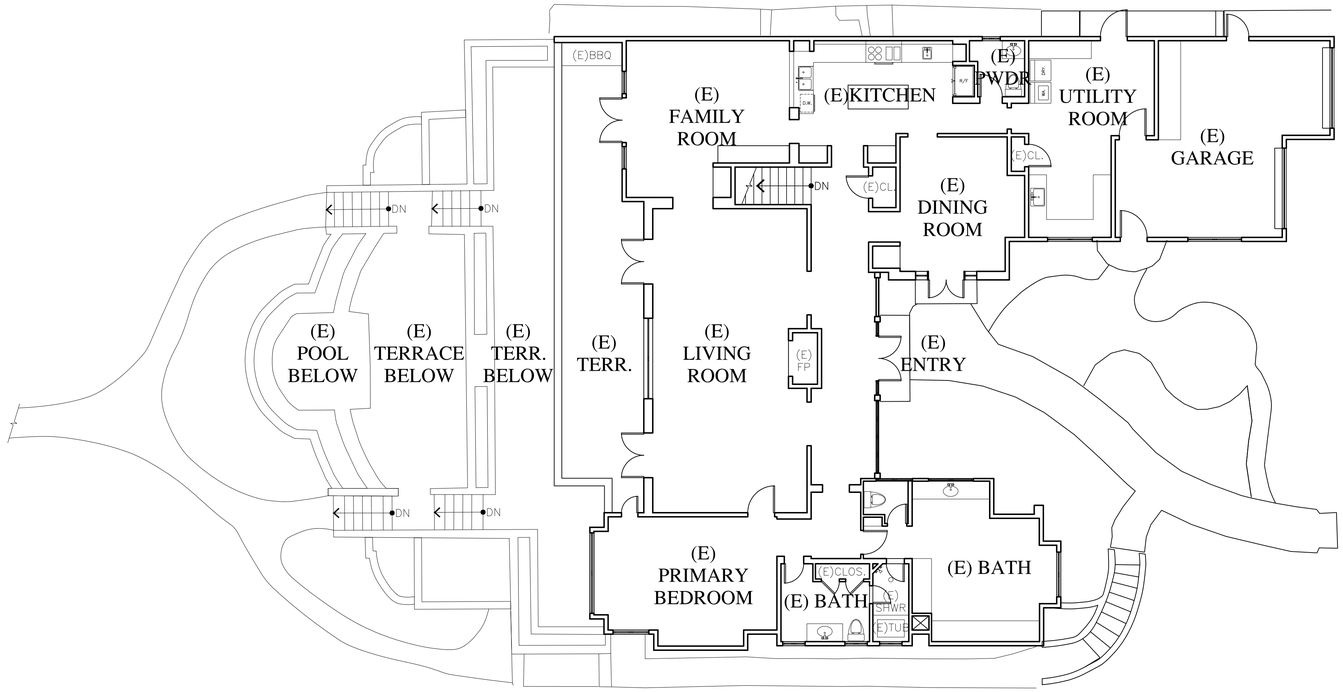
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SECTIONS

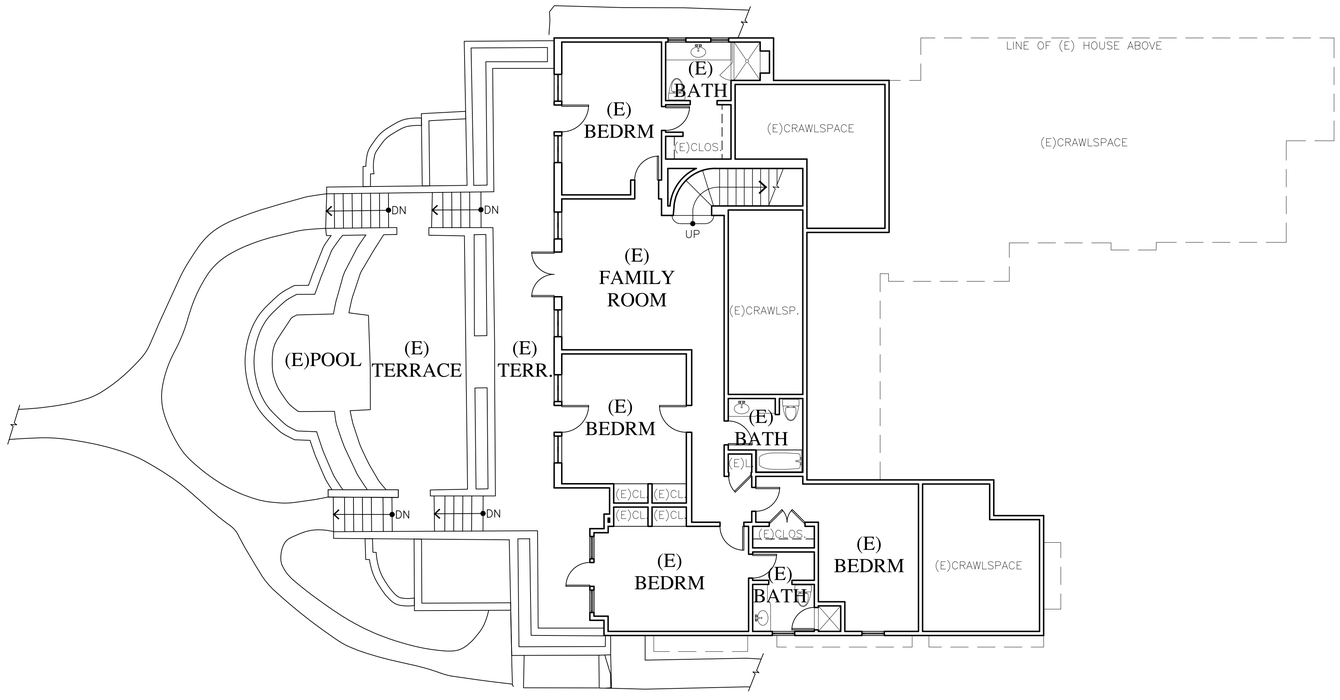
SHEET NO.

A7.0



EXISTING HOUSE - MAIN LEVEL FLOOR PLAN

1/8"=1'-0"



EXISTING HOUSE - LOWER LEVEL FLOOR PLAN

1/8"=1'-0"

N

WALL LEGEND

- 2X EXISTING WALL
- (E) WINDOW
- (E) DOOR

JUN A. SILLANO, AIA

IDG

ARCHITECTURE + PLANNING + INTERIOR DESIGN

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DIAMOND ADU

PROJECT ADDRESS:

SCENIC ROAD,
5 NW OF 8TH AVE
CARMEL, CA 93923

APN: 010-312-012

DATE: JUNE 27, 2025
PLANNING SUBMITTAL

REVISIONS:

1 _____
2 _____
3 _____
4 _____
5 _____
6 _____

EXISTING HOUSE FLOOR PLANS

SHEET NO.

D2.0

DIAMOND ADU
GRADING, DRAINAGE, AND EROSION CONTROL PLAN
APN: 010-312-012
CARMEL-BY-THE-SEA, MONTEREY COUNTY, CALIFORNIA

GENERAL NOTES:

1) PROJECT DESIGN IS BASED ON INFORMATION OBTAINED FROM THE ARCHITECTURAL PLANS FOR DIAMOND ADU PREPARED BY IDG, DATED 01/13/2026; AND THE TOPOGRAPHIC MAP FOR THE SITE PREPARED BY LANDSET ENGINEERS, DATED 09/16/2020.
2) NOT ALL UNDERGROUND UTILITIES WERE LOCATED. ONLY VISIBLE FACILITIES ABOVE AND FLUSH WITH THE SURFACE ARE SHOWN. SUBSURFACE UTILITY LINES DRAWN MAY NOT BE COMPLETE AND SHOULD BE VERIFIED BY FIELD RECONNAISSANCE. UNDERGROUND UTILITY LOCATIONS CAN BE OBTAINED FROM THE APPROPRIATE UTILITY COMPANIES, PUBLIC AGENCIES, OWNER'S AS-BUILT DRAWINGS, ETC., AND SHOULD BE THOROUGHLY COMPILED AND DEEMED COMPLETE WITH THE PROJECT AREA, PRIOR TO ANY SITE DEVELOPMENT DESIGN AND/OR CONSTRUCTION.
3) THIS MAP PORTRAYS THE SITE AT THE TIME OF THE SURVEY AND DOES NOT SHOW SOILS OR GEOLOGY INFORMATION, UNDERGROUND CONDITIONS, EASEMENTS, ZONING OR REGULATORY OR ANY OTHER ITEMS NOT SPECIFICALLY REQUESTED BY THE PROPERTY OWNER.
4) THIS MAP DOES NOT REPRESENT A BOUNDARY SURVEY.

GRADING & DRAINAGE NOTES:

1) ALL GRADING SHALL CONFORM TO THE LATEST AUTHORITY HAVING JURISDICTION GRADING ORDINANCE AND EROSION CONTROL ORDINANCE; THE RECOMMENDATIONS FOUND IN THE PROJECT'S GEOTECHNICAL REPORT PREPARED BY GRICE ENGINEERING, DATED 11/01/2025; THE LATEST VERSION OF THE CALTRANS SPECIFICATIONS; THE GOVERNING PUBLIC AGENCIES; THE LATEST REVISION OF THE CALIFORNIA BUILDING CODE (CBC); AND THESE PLANS.
2) SURFACE ORGANICS SHALL BE STRIPPED AND STOCKPILED FOR LATER USE AS TOPSOIL MATERIAL ACTUAL GRADING SHALL BEGIN WITHIN 30 DAYS OF VEGETATION REMOVAL OR THE AREA SHALL BE PLANTED TO CONTROL EROSION.
3) NO ORGANIC MATERIAL SHALL BE PERMITTED IN FILLS EXCEPT AS TOPSOIL USED FOR SURFACE PLANT GROWTH ONLY AND WHICH DOES NOT EXCEED 4" IN DEPTH.
4) THERE ARE APPROXIMATELY 175 CUBIC YARDS OF CUT AND 5 CUBIC YARDS OF FILL TOTAL WITH A NET EXCESS OF 170 CUBIC YARDS. EXCAVATION SHALL BE USED FOR EMBANKMENT CONSTRUCTION, LANDSCAPE PURPOSES AND/OR HAULED OFF-SITE. ADDITIONAL ON-SITE SPOILS GENERATED FROM FOUNDATIONS, UTILITY TRENCHES, SEPTIC CONSTRUCTION, ETC. ARE NOT INCLUDED IN THE ABOVE REFERENCED QUANTITIES. IMPORT MATERIAL SHALL MEET THE REQUIREMENTS OF SELECT STRUCTURAL FILL AS NOTED IN THE SOILS REPORT AND BE APPROVED BY THE SOIL ENGINEER PRIOR TO PLACEMENT.
5) EMBANKMENT MATERIAL SHALL BE PLACED IN 8" LOOSE LIFTS, MOISTURE CONDITIONED, AND COMPACTED TO 90% MINIMUM RELATIVE COMPACTION. ALL BASEROCK AND THE UPPER 12" OF SUBGRADE SHALL BE COMPACTED TO 95% MINIMUM RELATIVE COMPACTION.
6) ALL CUT AND FILL SLOPES SHALL BE 2:1 OR FLATTER. STEEPER SLOPES MAY BE ALLOWED ONLY WITH THE PERMISSION OF THE SOIL ENGINEER.
7) PAD ELEVATIONS SHALL BE CERTIFIED TO 0.10' PRIOR TO DIGGING ANY FOOTINGS OR SCHEDULING ANY INSPECTIONS.
8) DUST FROM GRADING OPERATIONS MUST BE CONTROLLED. CONTRACTOR SHALL PROVIDE ADEQUATE WATER TO DO SO AND FOR USE IN GRADING OPERATIONS.
9) A COPY OF ALL COMPACTION TESTS AND THE FINAL GRADING REPORT SHALL BE SUBMITTED TO THE AUTHORITY HAVING JURISDICTION PLANNING AND BUILDING INSPECTION DEPARTMENT AT SCHEDULED INSPECTIONS.
10) THE GROUND IMMEDIATELY ADJACENT TO FOUNDATIONS SHALL BE SLOPED AWAY FROM THE BUILDING AT 5% FOR A MINIMUM DISTANCE OF 10'. IF PHYSICAL OBSTRUCTIONS OR LOT LINES PROHIBIT 10' OF HORIZONTAL DISTANCE, A 5% SLOPE SHALL BE PROVIDED TO AN APPROVED ALTERNATIVE METHOD OF DIVERTING WATER AWAY FROM THE FOUNDATION. SWALES USED FOR THIS PURPOSE SHALL BE SLOPED AT A MINIMUM OF 2% WHERE LOCATED WITHIN 5' OF THE BUILDING FOUNDATION. IMPERVIOUS SURFACES WITHIN 10' OF THE BUILDING FOUNDATION SHALL BE SLOPED AT A MINIMUM OF 2% AWAY FROM THE BUILDING.
11) REFER TO ARCHITECTURAL PLANS FOR ROOF TERRACE/PLANTER DRAINAGE. SCUPPERS SHALL BE CONNECTED TO DOWNSPOUTS, AND THE DOWNSPOUTS IN TURN SHALL BE CONNECTED TO RAINWATER LEADERS AND TIED INTO THE STORM DRAIN SYSTEM AS SHOWN ON THE SITE UTILITY PLAN. RAINWATER LEADERS SHALL BE CONSTRUCTED WITH 4" SDR35 PVC PIPE. UNDER NO CIRCUMSTANCES SHALL A RAINWATER LEADER BE CONNECTED TO A SUBDRAIN LINE.
12) SURFACE RUNOFF SHALL SHEET FLOW AWAY FROM THE PROPOSED FOUNDATIONS AND INFILTRATE INTO THE SANDY SOIL AS IT MOVES DOWNHILL. THE STORMWATER COLLECTED BY THE ADU ROOF DRAINS SHALL BE PIPED TO A DRY WELL AS SHOWN ON THE SITE UTILITY PLAN. STORM DRAIN LINES SHALL DRAIN BY GRAVITY AND BE SLOPED AT A MINIMUM OF 2% TO AN OUTLET. WHERE A 2% SLOPE IS IMPRACTICAL, PIPES SHALL BE SLOPED AT NO LESS THAN 1%. STORM DRAIN LINES SHALL HAVE A MINIMUM COVER OF 12" AND SHALL BE CONSTRUCTED WITH SDR35 PVC PIPE, SIZED AS INDICATED.
13) SUBSURFACE WATER BEHIND ANY RETAINING WALLS SHALL BE CONTROLLED BY THE INSTALLATION OF SUBDRAINS. SUBDRAIN LINES SHALL BE CONSTRUCTED WITH PERFORATED 4" SDR35 PVC PIPE PLACED WITH THE HOLES FACING DOWNWARD. COLLECTED WATER SHALL DRAIN TO DAYLIGHT AT A MINIMUM SLOPE OF 1% AS SHOWN ON THE SITE UTILITY PLAN. PIPES CARRYING SURFACE WATER OR ROOF WATER SHALL NOT UNDER ANY CIRCUMSTANCES OUTLET INTO A SUBDRAIN LINE. THE SYSTEM OF SUBDRAINS SHALL REMAIN INDEPENDENT OF THE SURFACE STORM DRAIN SYSTEM.
14) UTILITY TRENCHES WITHIN THE BUILDING PAD OR ANY NEW PAVED AREAS SHALL BE BACKFILLED WITH CLEAN IMPORTED SAND AND THE TRENCH BACKFILL SHALL BE COMPACTED TO 95% MINIMUM RELATIVE COMPACTION. THE TOP 8" OF TRENCH SHALL BE CAPPED WITH NATIVE SOIL. IN NON-PAVED AREAS NATIVE BACKFILL SHALL BE USED AND COMPACTED TO 90% MINIMUM RELATIVE COMPACTION.
15) ALL WORK IS SUBJECT TO APPROVAL BY THE AUTHORITY HAVING JURISDICTION PUBLIC WORKS SUPERINTENDENT INSPECTION AND ACCEPTANCE.
16) SPECIAL INSPECTIONS BY A SPECIAL INSPECTOR ARE REQUIRED DURING FILL PLACEMENT TO ENSURE PROPER MATERIALS AND PROCEDURES ARE USED IN ACCORDANCE WITH THE PROVISIONS OF THE APPROVED GEOTECHNICAL REPORT.
17) THE LOCATION, HEIGHT, AND PLATE HEIGHTS OF THE NEW STRUCTURE MUST BE CERTIFIED BY A SURVEYOR TO BE IN CONFORMANCE WITH THE APPROVED PLANS.
18) STOP WORK WITHIN 50 METERS (165') OF UNCOVERED RESOURCE AND CONTACT THE AUTHORITY HAVING JURISDICTION RMA – PLANNING DEPARTMENT AND A QUALIFIED ARCHAEOLOGIST IMMEDIATELY IF CULTURAL, ARCHAEOLOGICAL, HISTORICAL, OR PALEONTOLOGICAL RESOURCES ARE UNCOVERED.

ABBREVIATIONS:

±	=	PLUS OR MINUS; APPROXIMATE	INV	=	PIPE INVERT
ø	=	DIAMETER	JB	=	JUNCTION BOX
AB	=	AGGREGATE BASE	JT	=	JOINT TRENCH
ABAN	=	ABANDON	LF	=	LINEAR FEET
AC	=	ASPHALT CONCRETE	LP	=	LOW POINT
AD	=	AREA DRAIN	MAX	=	MAXIMUM
ADD	=	ADDITION	MIN	=	MINIMUM
ADU	=	ACCESSORY DWELLING UNIT	OC	=	ON-CENTER
BC	=	BEGINNING OF CURVE	OUT	=	OUTLET
A.E.	=	BUILDING ENVELOPE	PCC	=	PORTLAND CEMENT CONCRETE
BLDG	=	BUILDING	PERF	=	PERFORATED
BOT	=	BOTTOM	PERM	=	PERMEABLE
BSMT	=	BASEMENT	PL	=	PROPERTY LINE
BVC	=	BEGINNING OF VERTICAL CURVE	POC	=	POINT OF CONNECTION
CB	=	CATCH BASIN	PVC	=	POLYVINYL CHLORIDE
CF	=	CUBIC FEET	RC	=	RELATIVE COMPACTION
CL	=	CENTERLINE	RES	=	RESIDENCE
CO	=	CLEANOUT	RM	=	ROOM
CONC	=	CONCRETE	RND	=	ROUND
CY	=	CUBIC YARDS	RW	=	RETAINING WALL
DG	=	DECOMPOSED GRANITE	RWL	=	RAINWATER LEADER
DK	=	DECK	SD	=	STORM DRAIN
DS	=	DOWNSPOUT	SF	=	SQUARE FEET
DWY	=	DRIVEWAY	SG	=	SUBGRADE
EC	=	END OF CURVE	SQ	=	SQUARE
EG	=	EXISTING GROUND	SS	=	SANITARY SEWER
ELEV	=	ELEVATION	STA	=	STATION
ESMT	=	EASEMENT	STN	=	STONE
EVC	=	END OF VERTICAL CURVE	STP	=	STEP
EW	=	EACH WAY	SUBD	=	SUBDRAIN
EX	=	EXISTING	TBR	=	TO BE REMOVED
FC	=	FLUSH CURB	TD	=	TRENCH DRAIN
FD	=	FIRE DEPARTMENT	TW	=	TOP OF WALL
FF	=	FINISHED FLOOR	TYP	=	TYPICAL
FG	=	FINISHED GRADE	U.N.O.	=	UNLESS NOTED OTHERWISE
FL	=	FLOWLINE	VC	=	VERTICAL CURB
FM	=	FORCE MAIN	VIF	=	VERIFY IN FIELD
FP	=	FINISHED PAD	W/	=	WITH
GAR	=	GARAGE	W/O	=	WITHOUT
GB	=	GRADE BREAK	WD	=	WOOD
GR	=	GRATE			
HDPE	=	HIGH-DENSITY POLYETHYLENE			
HP	=	HIGH POINT			
HT	=	HEIGHT			

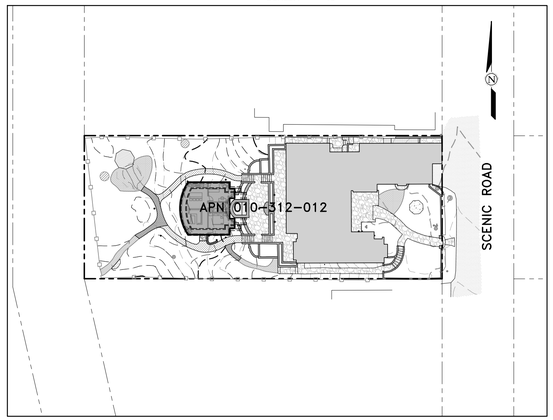
VICINITY MAP

NOT TO SCALE



LOT OVERVIEW

SCALE:1" = 40'



GEOTECHNICAL INSPECTION SCHEDULE:

NOTE: PRIOR TO FINAL INSPECTION, THE OWNER/APPLICANT SHALL PROVIDE CERTIFICATION FROM THE PROJECT GEOTECHNICAL ENGINEER THAT ALL DEVELOPMENT HAS BEEN CONSTRUCTED IN ACCORDANCE WITH THE RECOMMENDATIONS IN THE PROJECT SOIL ENGINEERING INVESTIGATION.

Inspection item:	Who will conduct the inspection:	When the Inspection is to be completed:	Inspection completed by:	Date completed:
Site stripping and clearing	GRICE ENGINEERING	Beginning of Project		
Subexcavation, fill placement, and compaction	GRICE ENGINEERING	Throughout grading operations		
Foundation Excavations	GRICE ENGINEERING	Prior to placement of forms and reinforcing steel		
Surface and subsurface drainage improvements	GRICE ENGINEERING	Prior to trench backfill		
Utility trench compaction	GRICE ENGINEERING	During backfill operations		
Retaining wall backfill compaction	GRICE ENGINEERING	During backfill operations		
Baserock subgrade compaction	GRICE ENGINEERING	Prior to pavement installation		

STORMWATER CONTROL NOTES:

1) THE PROJECT IS NOT LOCATED WITHIN THE MUNICIPAL GENERAL PERMIT BOUNDARY AS DEFINED BY THE CALIFORNIA STATE WATER QUALITY CONTROL BOARD ORDER NO. 2013-0001-DWQ; THEREFORE, THE POST-CONSTRUCTION STORM WATER MANAGEMENT REQUIREMENTS (PCRs) FOR DEVELOPMENT PROJECTS IN THE CENTRAL COAST REGION DO NOT APPLY.
2) THIS PROJECT SHALL IMPLEMENT THE FOLLOWING STRATEGIES: MINIMIZE COMPACTION OF HIGHLY PERMEABLE SOILS; LIMIT CLEARING AND GRADING OF NATIVE VEGETATION; MINIMIZE IMPERVIOUS SURFACES AND LEAVE THE REMAINING LAND IN A NATURAL UNDISTURBED STATE; MINIMIZE STORMWATER RUNOFF BY DIRECTING RUNOFF FROM PATIOS, PORCHES, AND DRIVEWAYS ONTO VEGETATED AREAS AND DIRECTING ROOF RUNOFF INTO AN INFILTRATION SYSTEM SAFELY AWAY FROM BUILDING FOUNDATIONS AND FOOTINGS, CONSISTENT WITH THE CALIFORNIA BUILDING CODE.

LEGEND:

- PROPERTY BOUNDARY
- MAJOR CONTOUR (5' INTERVAL)
- MINOR CONTOUR (1' INTERVAL)
- RETAINING WALL
- SD — SD — STORM DRAIN
- RWL — RWL — RAINWATER LEADER
- SUBDRAIN (PERFORATED)
- SUBD — SUBDRAIN (SOLID)
- CATCH BASIN
- AREA DRAIN
- DRY WELL
- TREE
- TREE TO BE REMOVED
- EXISTING RESIDENCE FOOTPRINT
- PROPOSED BUILDING FOOTPRINT
- ASPHALT CONCRETE
- CONCRETE
- GRAVEL
- STONE
- WATER
- WOOD

PROJECT DATA:

SITE LOCATION:
SCENIC RD, 5 NW OF 8TH AVE
CARMEL-BY-THE-SEA, CA 93921

GRADING VOLUMES:

CUT	175 CY
FILL	5 CY
NET	170 CY CUT

SITE AREA:	16,000 SF (0.367 AC)
DISTURBED AREA:	±6,981 SF
IMPERVIOUS LOT COVERAGE:	
EXISTING	6,581 SF
REMOVED	– 70 SF
NEW/REPLACED	+ 914 SF
TOTAL	7,425 SF

INDEX TO SHEETS:

SHEET C1	COVER SHEET
SHEET C2	GRADING & DRAINAGE PLAN
SHEET C3	GRADING SECTIONS & DETAILS
SHEET C4	UTILITY PLAN
SHEET C5	CONSTRUCTION DETAILS
SHEET C6	EROSION & SEDIMENT CONTROL PLAN
SHEET C7	CONSTRUCTION MANAGEMENT PLAN

CONTACT INFORMATION:

PROPERTY OWNER:
STEPHEN P. DIAMOND, TRUST
P.O. BOX 7120
CARMEL-BY-THE-SEA, CA 93921

ARCHITECT:
IDG
721 LIGHTHOUSE AVE
PACIFIC GROVE, CA 93950
CONTACT: JUN SILLANO

CIVIL:
LANDSET ENGINEERS
520-B CRAZY HORSE CANYON RD
SALINAS, CA 93907
CONTACT: GUY GIRAUDO

PROFESSIONAL ENGINEER * REGISTERED * GUY R. GIRAUDO No. 56569 Exp. 06-30-27 CIVIL * STATE OF CALIFORNIA

APPROVED BY: GUY R. GIRAUDO 1/19/26

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COVER SHEET

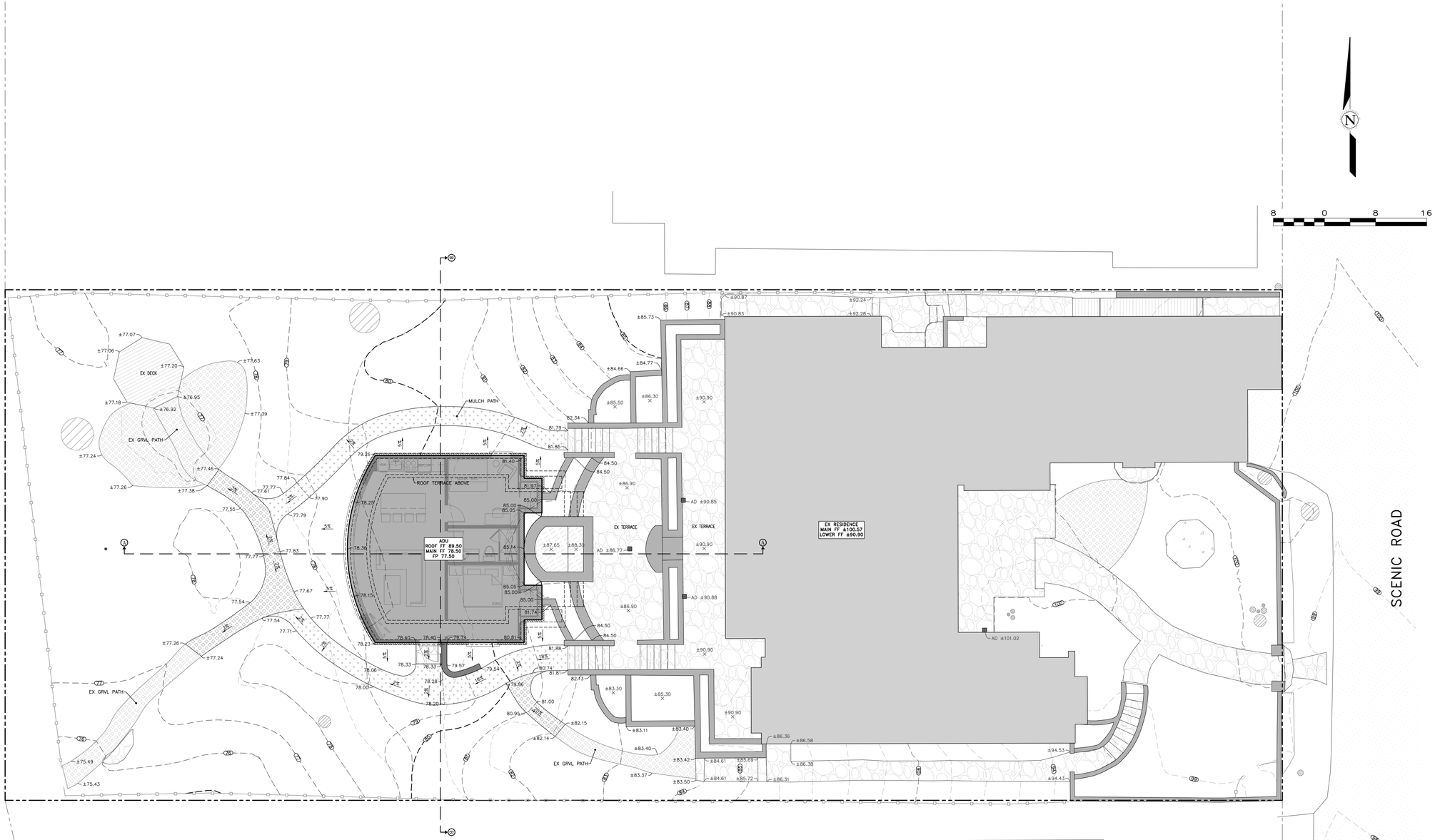
DIAMOND ADU
GRADING, DRAINAGE, AND EROSION CONTROL PLAN
A.P.N.: 010-312-012
CARMEL-BY-THE-SEA, CALIFORNIA
FOR
STEPHEN P. DIAMOND, TRUST

SCALE: AS SHOWN
DATE: JAN 2026
JOB No. 2092-02

No.	DATE	BY	REVISION
	01/19/26	JAN	SITE PLAN REVISIONS
	11/13/25	JAN	RELEASED TO CLIENT

SHEET C1
OF 7 SHEETS

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GRADING & DRAINAGE PLAN

DIAMOND ADU

GRADING, DRAINAGE, AND EROSION CONTROL PLAN

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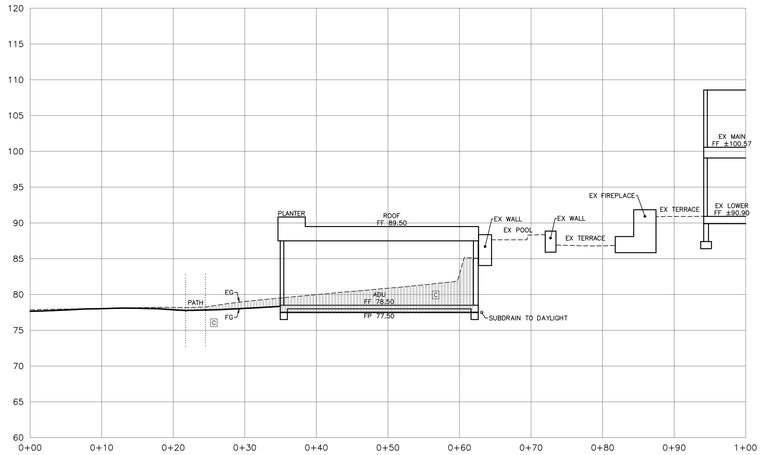
SCALE: 1" = 8'
DATE: JAN 2026
JOB No. 2092-02

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SHEET C2

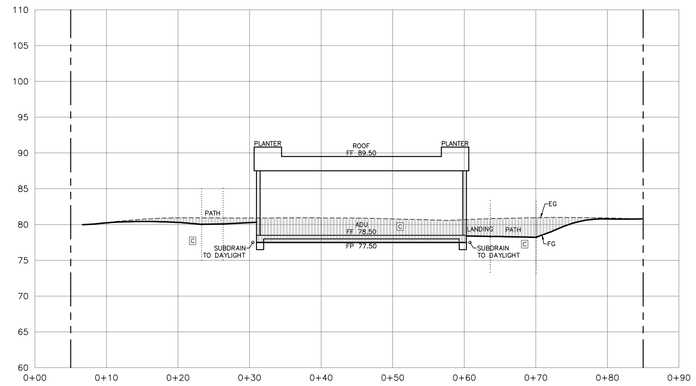
OF 7 SHEETS

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SECTION A-A

SCALE: 1"=10' H&V



SECTION B-B

SCALE: 1"=10' H&V

APPROVED BY:

GUY R. GIRARDO

1/19/26

GRADING SECTIONS & DETAILS

DIAMOND ADU

GRADING, DRAINAGE, AND EROSION CONTROL PLAN

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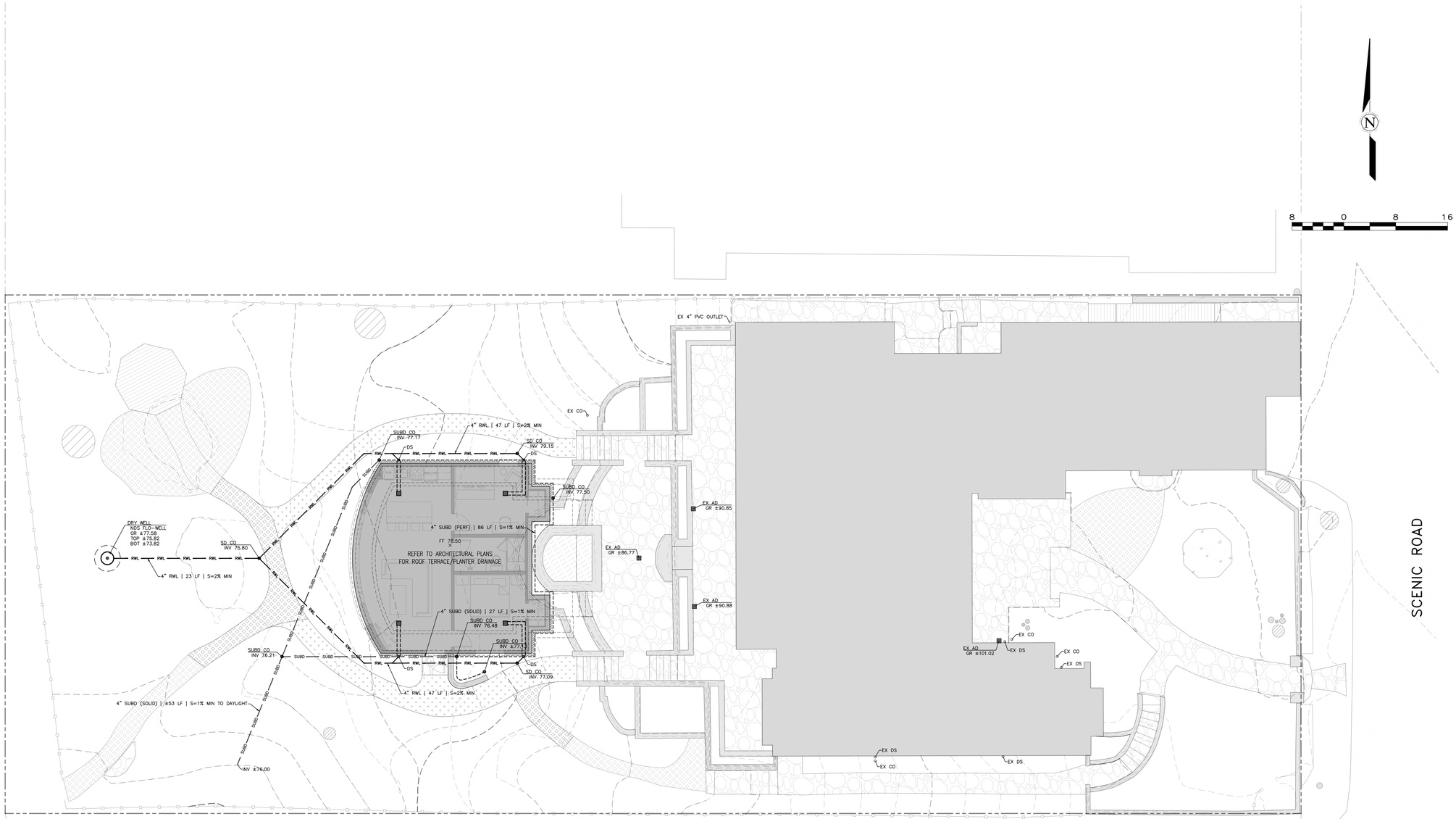
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SHEET C3

OF 7 SHEETS

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NOTES:

1) INFORMATION ABOUT EXISTING UTILITIES WAS COMPILED FROM THE SITE TOPOGRAPHIC MAP PREPARED BY LANDSET ENGINEERS, DATED 09/16/2020. THE LOCATIONS, DIMENSIONS, AND ELEVATIONS OF THE EXISTING UTILITIES SHOWN ON THIS PLAN ARE APPROXIMATE ONLY AND SHALL BE VERIFIED BY THE CONTRACTOR IN THE FIELD.
2) THE STORM DRAIN SYSTEM FOR THE EXISTING RESIDENCE SHALL REMAIN IN PLACE. THE CONTRACTOR SHALL TAKE STEPS TO CONFIRM THAT THE EXISTING SYSTEM IS IN GOOD WORKING ORDER, INCLUDING, BUT NOT LIMITED TO, REMOVING SILT/DEBRIS FROM ALL EXISTING INLETS, FLUSHING OUT EXISTING STORM DRAIN LINES, AND VERIFYING THE LOCATION OF THE OUTLET FOR THE SYSTEM. ANY ISSUES WITH THE EXISTING SYSTEM ENCOUNTERED IN THE FIELD SHALL BE BROUGHT TO THE ATTENTION OF LANDSET ENGINEERS.
3) THE SUBDRAIN SYSTEM SHALL REMAIN INDEPENDENT OF THE SURFACE STORM DRAIN SYSTEM. UNDER NO CIRCUMSTANCES SHALL A DOWNSPOUT OR RAINWATER LEADER BE CONNECTED TO A SUBDRAIN LINE.

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UTILITY PLAN

DIAMOND ADU

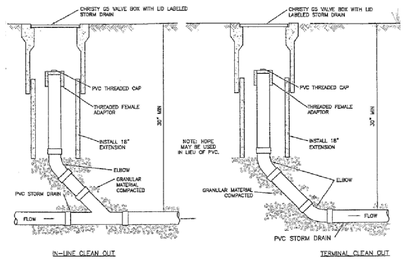
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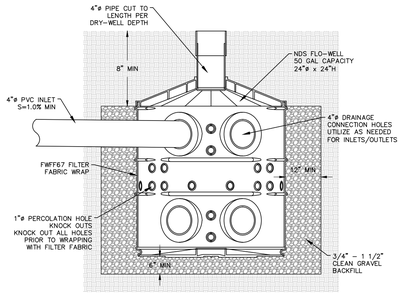
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SHEET C4
OF 7 SHEETS

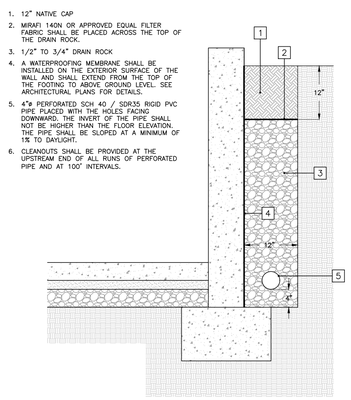
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1 G5 STORM DRAIN CLEANOUT

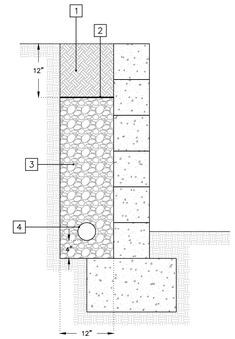


2 DRY WELL SYSTEM



1. 12" NATIVE CAP
2. MIRAFI 140N OR APPROVED EQUAL FILTER FABRIC SHALL BE PLACED ACROSS THE TOP OF THE DRAIN ROCK.
3. 1/2" TO 3/4" DRAIN ROCK
4. A WATERPROOFING MEMBRANE SHALL BE INSTALLED ON THE EXTERIOR SURFACE OF THE WALL AND SHALL EXTEND FROM THE TOP OF THE FOOTING TO ABOVE GROUND LEVEL. SEE ARCHITECTURAL PLANS FOR DETAILS.
5. 4"ø PERFORATED SCH 40 / SDR35 RIGID PVC PIPE PLACED WITH THE HOLES FACING DOWNWARD. THE INVERT OF THE PIPE SHALL NOT BE HIGHER THAN THE FLOOR ELEVATION. THE PIPE SHALL BE SLOPED AT A MINIMUM OF 1% TO DAYLIGHT.
6. CLEANOUTS SHALL BE PROVIDED AT THE UPSTREAM END OF ALL RUNS OF PERFORATED PIPE AND AT 100' INTERVALS.

3 PERIMETER SUBDRAIN



1. 12" NATIVE CAP. TRENCH SURFACE SHALL BE RESTORED TO NATURAL/ORIGINAL CONDITION.
2. MIRAFI 140N OR APPROVED EQUAL FILTER FABRIC SHALL BE PLACED ACROSS THE TOP OF THE DRAIN ROCK.
3. 1/2" TO 3/4" DRAIN ROCK.
4. 4"ø PERFORATED SCH 40/SDR 35 RIGID PVC PIPE PLACED WITH THE HOLES FACING DOWNWARD. THE PIPE SHALL BE SLOPED AT A MINIMUM OF 1% TO DAYLIGHT.
5. CLEANOUTS SHALL BE PROVIDED AT THE UPSTREAM END OF ANY RUN OF PERFORATED PIPE, AT HORIZONTAL BENDS GREATER THAN 45°, AND AT A MAXIMUM SPACING OF 100'.

4 SUBDRAIN BEHIND RETAINING WALL

5

6

7

8

9

10

11

12

13

14

CONSTRUCTION DETAILS

DIAMOND ADU

GRADING, DRAINAGE, AND EROSION CONTROL PLAN

A.P.N.: 010-312-012

CARMEL-BY-THE-SEA, CALIFORNIA

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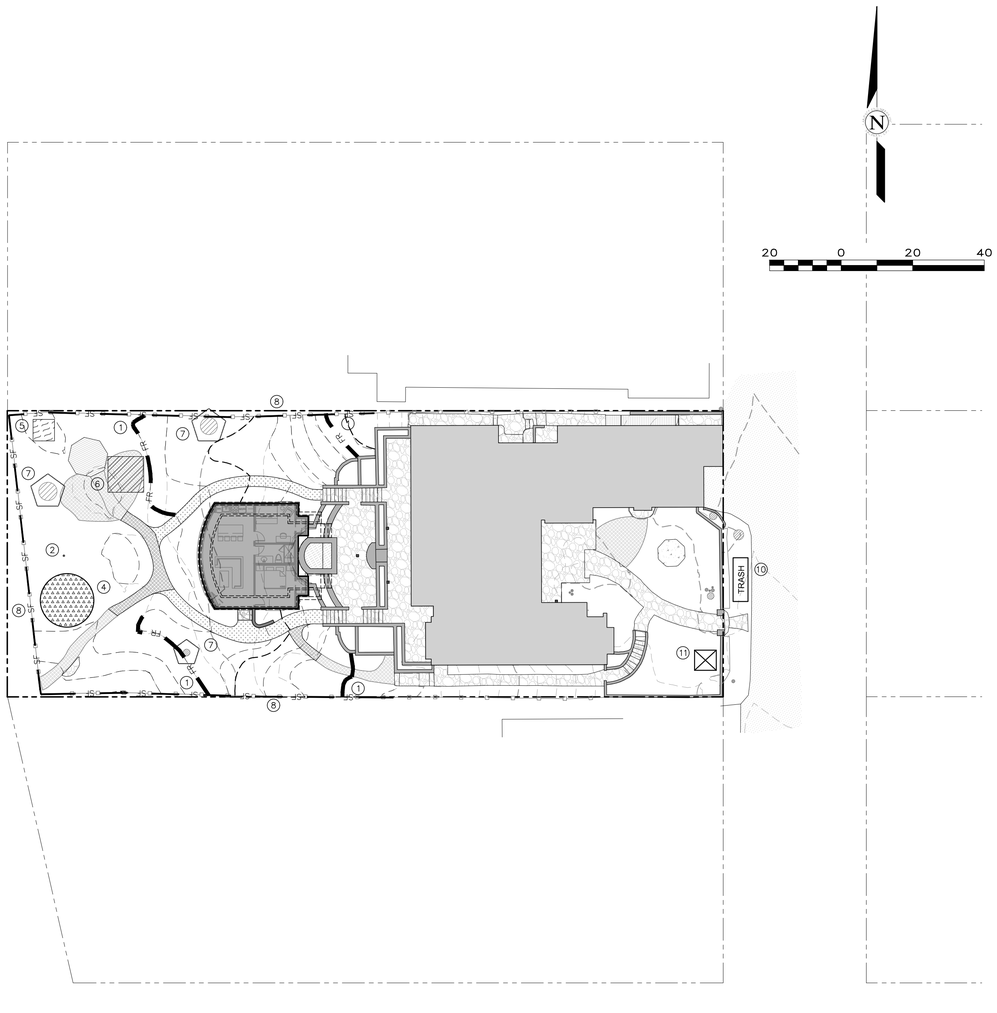
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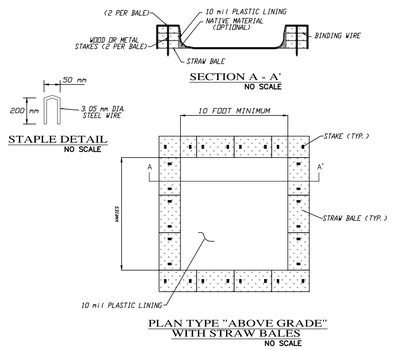
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SHEET C5

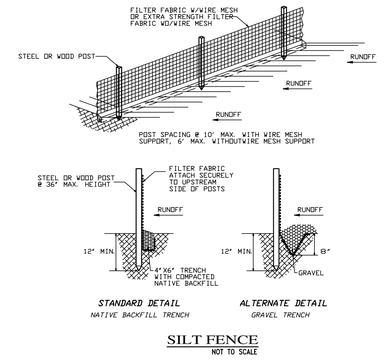
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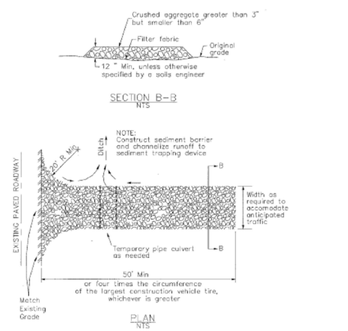




CONCRETE WASHOUT
NOT TO SCALE



SILT FENCE
NOT TO SCALE



STABILIZED CONSTRUCTION ENTRANCE
NOT TO SCALE

EROSION & SEDIMENT CONTROL NOTES:

1) ALL EROSION CONTROL MEASURES SHALL CONFORM WITH THE AUTHORITY HAVING JURISDICTION EROSION CONTROL ORDINANCE.
2) ALL SLOPES SHALL BE PROTECTED WITH STRAW MULCH OR SIMILAR MEASURES TO PROTECT AGAINST EROSION UNTIL SUCH SLOPES ARE PERMANENTLY STABILIZED.
3) RUNOFF SHALL BE DETAINED OR FILTERED BY BERMS, VEGETATED FILTER STRIPS, AND/OR CATCH BASINS TO PREVENT THE ESCAPE OF SEDIMENT FROM THE SITE.
4) EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IN PLACE AT THE END OF EACH DAY'S WORK. ACCESS ROADS SHALL BE CLEANED DAILY (IF NECESSARY) AND PRIOR TO ANY RAIN EVENT.
5) ALL ROADS AND DRIVEWAYS SHALL HAVE DRAINAGE FACILITIES SUFFICIENT TO PREVENT EROSION ON OR ADJACENT TO THE ROADWAY OR ON THE DOWNHILL PROPERTIES.
6) CONTRACTOR SHALL PROVIDE WATERING FOR DUST CONTROL DURING ALL GROUND DISTURBANCE OPERATIONS.
7) REVEGETATION SHALL CONSIST OF A MECHANICALLY APPLIED HYDROMULCH SLURRY OR HAND SEEDED WITH A STRAW MULCH COVER. MULCH SHALL BE ANCHORED BY AN APPROVED METHOD SUCH AS PUNCHING, TACKING, OR THE USE OF JUTE NETTING, AS DEEMED NECESSARY FOR THE SITE CONDITIONS TO ALLOW FOR GERMINATION AND ENABLE ADEQUATE GROWTH TO BE ESTABLISHED.
8) CHECK DAMS, SILT FENCES, FIBER ROLLS OR OTHER DESIGNS SHALL BE INCORPORATED TO CATCH ANY SEDIMENT UNTIL AFTER THE NEWLY EXPOSED AREAS ARE REVEGETATED SUFFICIENTLY TO CONTROL EROSION. EROSION CONTROL PLANTINGS AND MULCH SHALL BE CLOSELY MONITORED THROUGHOUT THE WINTER AND ANY RUNOFF PROBLEMS SHALL BE CORRECTED PROMPTLY. ALL EROSION AND/OR SLIPPAGE OF THE NEWLY EXPOSED AREAS SHALL BE REPAIRED BY THE PERMITTEE AT THEIR EXPENSE.
9) THE GRASS SEED SHALL BE PROPERLY IRRIGATED UNTIL ADEQUATE GROWTH IS ESTABLISHED AND MAINTAINED TO PROTECT THE SITE FROM FUTURE EROSION DAMAGE. ALL NEWLY EXPOSED (DISTURBED) AREAS SHALL BE SEEDED WITH THE FOLLOWING EROSION CONTROL MIX: BROMUS CARINATUS (CALIFORNIA BROME), VULPIA MICROSTACHYS (NUTTALL'S FESCUE), ELYMUS GLAUCUS (BLUE WILD RYE), HORDEUM BRACHYANTHERUM (MEADOW BARLEY), FESTUCA RUNRA'MOLATE BLUE AND A MIXTURE OF LOCALLY NATIVE WILDFLOWERS.
10) SEEDED AREAS SHALL BE RETAINED ON-SITE AND SHALL BE PREVENTED FROM FLOWING INTO THE STORM DRAINAGE SYSTEM. SEDIMENT CATCHMENT BARRIERS SHALL BE INSPECTED BY THE APPLICANT IMMEDIATLEY AFTER ANY SIGNIFICANT RAINFALL AND AT LEAST DAILY DURING ANY PERIOD OF PROLONGED RAINFALL.
11) PRIOR TO COMMENCEMENT OF ANY LAND DISTURBANCE, THE OWNER/APPLICANT SHALL SCHEDULE AN INSPECTION WITH THE AUTHORITY HAVING JURISDICTION TO ENSURE ALL NECESSARY SEDIMENT CONTROLS ARE IN PLACE AND THE PROJECT IS COMPLIANT WITH AUTHORITY HAVING JURISDICTION GRADING AND EROSION CONTROL REGULATIONS.
12) DURING CONSTRUCTION THE OWNER/APPLICANT SHALL SCHEDULE AN INSPECTION WITH THE AUTHORITY HAVING JURISDICTION TO UPDATE COMPACTION TEST RECORDS, INSPECT DRAINAGE DEVICE INSTALLATION, REVIEW THE MAINTENANCE AND EFFECTIVENESS OF BMPS INSTALLED, AS WELL AS, TO VERIFY THAT POLLUTANTS OF CONCERN ARE NOT DISCHARGED FROM THE SITE.
13) PRIOR TO FINAL INSPECTION, THE OWNER/APPLICANT SHALL SCHEDULE AN INSPECTION WITH THE AUTHORITY HAVING JURISDICTION TO CONDUCT A FINAL GRADING INSPECTION, COLLECT FINAL GEOTECHNICAL LETTER OF CONFORMANCE, ENSURE THAT ALL DISTURBED AREAS HAVE BEEN STABILIZED AND THAT ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES THAT ARE NO LONGER NEEDED HAVE BEEN REMOVED.
14) THE APPLICANT SHALL SCHEDULE WEEKLY INSPECTIONS WITH THE AUTHORITY HAVING JURISDICTION DURING THE RAINY SEASON, OCTOBER 15th TO APRIL 15th, TO ENSURE CONTAMINANTS ARE NOT DISCHARGED INTO THE AREAS OF SPECIAL BIOLOGICAL SIGNIFICANCE.

BMP LEGEND:

① FR — FIBER ROLLS: THE CONTRACTOR SHALL MAINTAIN A STOCKPILE OF FIBER ROLLS ONSITE, AS THEY CAN BE USED ALONG ERODIBLE SLOPES, ALONG STOCKPILE PERIMETERS, DOWNSLOPE OF EXPOSED SOIL AREAS, AND TO DELINEATE/PROTECT STAGING AREAS. FIBER ROLLS MUST BE TRENCHED INTO THE SOIL AND STAKED (STAKES SPACED MAX. 4' ON CENTER). SEE DETAIL. INSTALL FIBER ROLLS ALONG LEVEL CONTOURS, AND TURN THE ENDS UPHILL. INSPECT WEEKLY AND REMOVE ACCUMULATED SEDIMENT REGULARLY.

② DRAIN INLET PROTECTION: PLACE GEOTEXTILE FILTER FABRIC BENEATH INLET GRATE AND SURROUND ENTIRE INLET WITH GRAVEL BAGS (OVERLAP THE BAGS AND PACK THEM TIGHTLY TOGETHER – SEE DETAIL). INSPECT ALL INLET PROTECTION WEEKLY. REMOVE ACCUMULATED SEDIMENT REGULARLY.

③ STABILIZED CONSTRUCTION ACCESS: INSTALL STABILIZED CONSTRUCTION ACCESS PRIOR TO COMMENCEMENT OF EARTH MOVING OPERATIONS (IF NECESSARY FOR THIS APPLICATION, SEE DETAIL). INSPECT ENTRANCE DAILY, AND ADD ADDITIONAL STONE AS TOP-DRESSING WHEN REQUIRED. USE FENCING OR BARRICADES TO PREVENT VEHICLE TRAFFIC FROM DRIVING AROUND THE STABILIZED ACCESS.

④ STOCKPILE MANAGEMENT: SOIL STOCKPILES MUST BE COVERED OR STABILIZED (I.E. WITH SOIL BINDERS) IMMEDIATELY IF THEY ARE NOT SCHEDULED TO BE USED WITHIN 14 DAYS. ACTIVE SOIL STOCKPILES SHALL BE WATERED TWICE DAILY TO AVOID WIND EROSION. SURROUND ALL STOCKPILES WITH FIBER ROLLS OR SILT FENCE. STOCKPILES OF "COLD MIX", TREATED WOOD, AND BASIC CONSTRUCTION MATERIALS SHOULD BE PLACED ON AND COVERED WITH PLASTIC SHEETING OR COMPARABLE MATERIAL AND SURROUNDED BY A BERM.

⑤ CONCRETE WASHOUT: WASHOUT MUST BE LOCATED A MINIMUM OF 50 FEET FROM STORM DRAINS, OPEN DITCHES, OR WATER BODIES. DISCONTINUE USE WHEN WASHOUT WASTES REACH 75% OF THE WASHOUT CAPACITY. ALLOW WASHOUT WASTES TO HARDEN, BE BROKEN UP, AND THEN DISPOSED OF PROPERLY.

⑥ CONTRACTOR'S STAGING AREA: THE CONTRACTOR'S STAGING AREA SHALL BE SURROUNDED BY FIBER ROLLS. THE STAGING AREA WILL BE USED TO STORE DELIVERED MATERIALS, AND FOR OVERNIGHT EQUIPMENT PARKING/FUELING. STORED CONSTRUCTION MATERIALS SHALL BE MAINTAINED IN THEIR ORIGINAL CONTAINERS, AND COVERED AT ALL TIMES. PETROLEUM PRODUCTS AND HAZARDOUS MATERIALS SHALL BE STORED WITHIN SECONDARY CONTAINMENT STRUCTURES OR A STORAGE SHED. EQUIPMENT FUELING AND MAINTENANCE WILL ONLY OCCUR WITHIN THE DESIGNATED STAGING AREA. DRIP PANS OR ABSORBENT PADS MUST BE USED DURING ALL FUELING OR MAINTENANCE ACTIVITIES. AN AMPLE SUPPLY OF SPILL CLEANUP MATERIALS SHALL BE MAINTAINED IN THE STAGING AREA AT ALL TIMES.

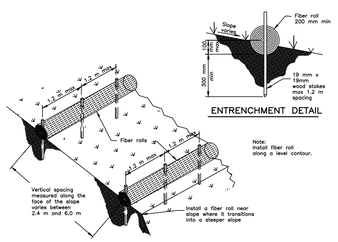
⑦ TREE PROTECTION: TREE PROTECTION SHALL CONSIST OF ORANGE PLASTIC MESH FENCING, AND SHALL BE INSTALLED PRIOR TO COMMENCEMENT OF EARTH-MOVING OPERATIONS (SEE DETAIL). INSTALL FENCING ALONG THE DRIP LINE OF TREES, AND INSTRUCT EMPLOYEES AND SUBCONTRACTORS TO HONOR PROTECTIVE DEVICES. TREE INJURIES SHALL BE ATTENDED TO BE A LICENSED AND CERTIFIED ARBORIST.

⑧ SF — SILT FENCE: SILT FENCE SHALL CONSIST OF WOVEN GEOTEXTILE FABRIC WITH A MINIMUM WIDTH OF 36 INCHES. WOOD STAKES SHALL BE COMMERCIAL QUALITY LUMBER, SPACED A MAXIMUM OF 6' APART AND DRIVEN SECURELY INTO THE GROUND (SEE DETAIL). FENCING FABRIC SHALL BE KEYED INTO THE SOIL AS PER MANUFACTURER'S RECOMMENDATIONS. INSTALL SILT FENCE ALONG LEVEL CONTOURS. TURN THE ENDS OF THE SILT FENCE UPHILL TO PREVENT WATER FROM FLOWING AROUND THE FENCE. INSPECT SILT FENCE DAILY, AND MAKE REPAIRS IMMEDIATELY.

⑨ N/A FOR INFORMATION ONLY — GRAVEL BAG CHECK DAM: GRAVEL BAGS SHALL CONSIST OF WOVEN POLYPROPYLENE, POLYETHYLENE OR POLYAMIDE FABRIC, MIN. UNIT WEIGHT OF 4OZ/SY. BAGS SHALL BE A MINIMUM OF 18" LONG X 12" WIDE X 3" THICK, FILLED WITH 0.5" – 1" CRUSHED ROCK. TIGHTLY ABUT BAGS AND CONSTRUCT CHECK DAM AT LEAST 3 BAGS WIDE X 2 BAGS HIGH. INSPECT CHECK DAM REGULARLY AND REMOVE ACCUMULATED SEDIMENT.

⑩ TRASH / RECYCLE — WASTE MANAGEMENT: SOLID WASTES WILL BE LOADED DIRECTLY ONTO TRUCKS FOR OFF-SITE DISPOSAL. WHEN ON-SITE STORAGE IS NECESSARY, SOLID WASTES WILL BE STORED IN WATERTIGHT DUMPSTERS IN THE GENERAL STORAGE AREA OF THE CONTRACTOR'S YARD. DUMPSTERS AND/OR TRASH BINS SHALL BE COVERED AT THE END OF EACH WORK DAY. HAZARDOUS WASTES SHALL NOT BE STORED ONSITE. CONSTRUCTION DEBRIS AND GENERAL LITTER WILL BE COLLECTED DAILY AND WILL NOT BE ALLOWED NEAR DRAINAGE INLETS OR DRAINAGE SYSTEMS.

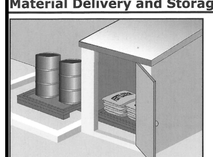
⑪ SANITARY/SEPTIC WASTE MANAGEMENT: PORTABLE TOILETS WILL BE PROVIDED AND MAINTAINED ONSITE FOR THE DURATION OF THE PROJECT. ALL PORTABLE TOILETS WILL BE EQUIPPED WITH A SECONDARY CONTAINMENT TRAY, AND SHALL BE LOCATED A MINIMUM OF 50' FROM ALL OPERATIONAL STORM DRAIN INLETS. WEEKLY MAINTENANCE SHALL BE PROVIDED AND WASTES LEGALLY DISPOSED OF OFF-SITE.



FIBER ROLL
NOT TO SCALE

DETAILS
NOT TO SCALE

Material Delivery and Storage WM-1



Description and Purpose
Prevent, reduce, or eliminate the discharge of pollutants from material delivery and storage to the stormwater system or watercourses by minimizing the storage of hazardous materials onsite, storing materials in watertight containers and/or a completely enclosed designated area, installing secondary containment, conducting regular inspections, and training employees and subcontractors.

This best management practice covers only material delivery and storage. For other information on materials, see WM-2, Material Use, or WM-4, Spill Prevention and Control. For information on wastes, see the waste management BMPs in this section.

Categories

EC	Erosion Control	
SE	Sediment Control	
TC	Tracking Control	
WE	Wind Erosion Control	
NS	Non-Stormwater Management Control	
WM	Waste Management and Materials Pollution Control	☑

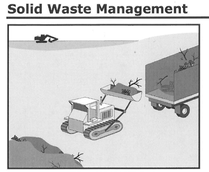
Legend:
☑ Primary Category
☒ Secondary Category

Targeted Constituents

Sediment	☑
Nutrients	☑
Trash	☑
Metals	☑
Bacteria	
Oil and Grease	☑
Organics	☑

Potential Alternatives
None

Solid Waste Management WM-5



Description and Purpose
Solid waste management procedures and practices are designed to prevent or reduce the discharge of pollutants to stormwater from solid or construction waste by providing designated waste collection areas and containers, arranging for regular disposal, and training employees and subcontractors.

Categories

EC	Erosion Control	
SE	Sediment Control	
TC	Tracking Control	
WE	Wind Erosion Control	
NS	Non-Stormwater Management Control	
WM	Waste Management and Materials Pollution Control	☑

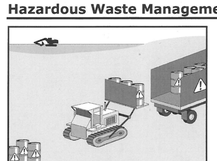
Legend:
☑ Primary Objective
☒ Secondary Objective

Targeted Constituents

Sediment	☑
Nutrients	☑
Trash	☑
Metals	☑
Bacteria	
Oil and Grease	☑
Organics	☑

Potential Alternatives
None

Hazardous Waste Management WM-6



Description and Purpose
Prevent or reduce the discharge of pollutants to stormwater from hazardous waste through proper material use, waste disposal, and training of employees and subcontractors.

Categories

EC	Erosion Control	
SE	Sediment Control	
TC	Tracking Control	
WE	Wind Erosion Control	
NS	Non-Stormwater Management Control	
WM	Waste Management and Materials Pollution Control	☑

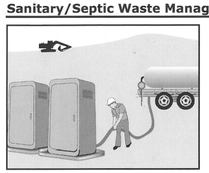
Legend:
☑ Primary Objective
☒ Secondary Objective

Targeted Constituents

Sediment	
Nutrients	☑
Trash	☑
Metals	☑
Bacteria	☑
Oil and Grease	☑
Organics	☑

Potential Alternatives
None

Sanitary/Septic Waste Management WM-9



Description and Purpose
Proper sanitary and septic waste management prevent the discharge of pollutants to stormwater from sanitary and septic waste by providing convenient, well-maintained facilities, and arranging for regular service and disposal.

Categories

EC	Erosion Control	
SE	Sediment Control	
TC	Tracking Control	
WE	Wind Erosion Control	
NS	Non-Stormwater Management Control	
WM	Waste Management and Materials Pollution Control	☑

Legend:
☑ Primary Category
☒ Secondary Category

Targeted Constituents

Sediment	
Nutrients	☑
Trash	☑
Metals	
Bacteria	☑
Oil and Grease	
Organics	☑

Potential Alternatives
None

PROFESSIONAL ENGINEER * VIRGINIA * CLAY R. Giraudo No. 56569 Exp. 06-30-27 CIVIL * REGISTERED * STATE OF CALIFORNIA

APPROVED BY: GUY R. GIRAUDO 1/19/26

LANDSET ENGINEERS, INC.
520-B Crazy Horse Canyon Road
Salinas, CA 93907 Fax (831) 443-3801
Office (831) 443-9709 www.landseteng.com

EROSION & SEDIMENT CONTROL PLAN

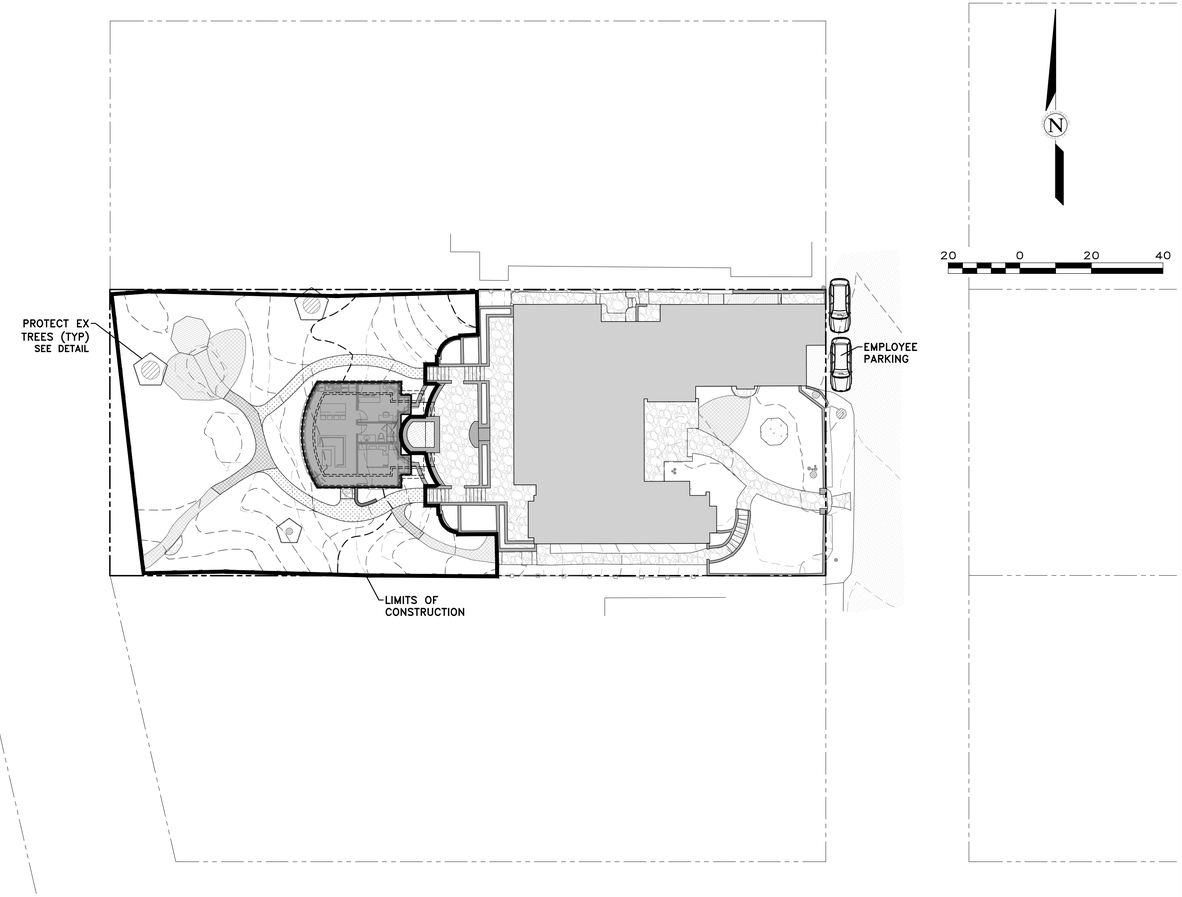
DIAMOND ADU
GRADING, DRAINAGE, AND EROSION CONTROL PLAN
A.P.N.: 010-312-012
CARMEL-BY-THE-SEA, CALIFORNIA
FOR
STEPHEN P. DIAMOND, TRUST

SCALE: 1" = 20'
DATE: JAN 2026
JOB No. 2092-02

No.	DATE	BY	REVISION
	01/19/26	JAN	SITE PLAN REVISIONS
	11/13/25	JAN	RELEASED TO CLIENT

SHEET C6
OF 7 SHEETS

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A PLAN
SCALE: 1" = 20'

SITE GRADING:
THE PROPOSED GRADING INCLUDES APPROXIMATELY 175 CY OF CUT & 5 CY OF FILL.

CONSTRUCTION STAGING:
A. MOBILIZE, CLEAR AND GRUB

B. SITE GRADING

C. UTILITY INSTALLATION

D. CONSTRUCT STRUCTURE

E. INSTALL PAVERS AND LANDSCAPING

F. SITE CLEANING, PUNCH LIST

MATERIAL DELIVERIES SHALL BE SCHEDULED SUCH THAT THEY ARE USED PROMPTLY, AND MATERIAL STORAGE IS MINIMIZED. ALL CONSTRUCTION EQUIPMENT AND MATERIALS SHALL BE STORED IN A DESIGNATED AREA ON THE SUBJECT PROPERTY. SEE ARCHITECTURAL AND CIVIL PLANS FOR EROSION CONTROL AND DEMOLITION NOTES.

HAUL ROUTES:
HAUL TRUCKS SHALL BACK ONTO THE SITE FROM SCENIC RD. HAUL TRUCKS WILL EXIT THE SITE, HEADING NORTH ON SCENIC RD. THEY WILL THEN FOLLOW THE ROUTE SHOWN IN DETAIL B, FROM SCENIC RD TO OCEAN AVE TO CA HWY 1. FLAGGERS SHALL BE STATIONED ON SCENIC RD AS TRUCKS BACK FROM THE PUBLIC RIGHT-OF-WAY ONTO THE SITE. CONTRACTOR TO ENSURE THAT HEIGHT RESTRICTIONS WITHIN THE EASEMENT/DRIVEWAY AREA SHALL BE ADDRESSED BEFORE CONSTRUCTION VEHICLES ENTER THE SITE. SEE DETAILS B AND C, TRUCK ROUTING PLANS.

TRUCK STAGING AREA:
VEHICLES OR TRUCKS SHALL NOT QUEUE ON SCENIC RD. TRUCKS SHALL QUEUE OFFSITE AND BE DIRECTED TO APPROACH THE SITE BY ONSITE PERSONNEL VIA RADIO OR PHONE.

EMPLOYEE PARKING:
EMPLOYEES SHALL PARK ON SITE WHENEVER POSSIBLE. EMPLOYEES SHALL CARPOOL WHENEVER POSSIBLE. PARKING IS PROHIBITED IN ALL NATURAL AREAS WHICH ARE NOT CURRENTLY PAVED OR GRAVEL.

LIMITS OF CONSTRUCTION:
ALL CONSTRUCTION SHALL TAKE PLACE WITHIN THE BORDER AS SHOWN. EXISTING CYPRESS, PINE, AND OAK TREES LOCATED WITHIN THE LIMITS SHOWN SHALL BE SURROUNDED BY ORANGE PROTECTIVE FENCING (SEE DETAIL).

NUMBER OF EMPLOYEES ONSITE PER DAY: APPROXIMATELY 10-20

NUMBER OF TRUCK TRIPS/DAY: 4

AMOUNT OF GRADING/DAY: 80 C.Y.

HOURS OF OPERATION/DAY: 8

DAYS OF OPERATION: MONDAY THROUGH FRIDAY

TIME OF OPERATION: 8:00 AM - 4:30 PM

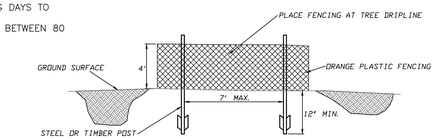
PROJECT SCHEDULING: PROJECTED START DATE IS JANUARY 1, 2027. TOTAL PROJECT DURATION IS APPROXIMATELY 12 MONTHS.

TRUCK TRIP GENERATION CHART:

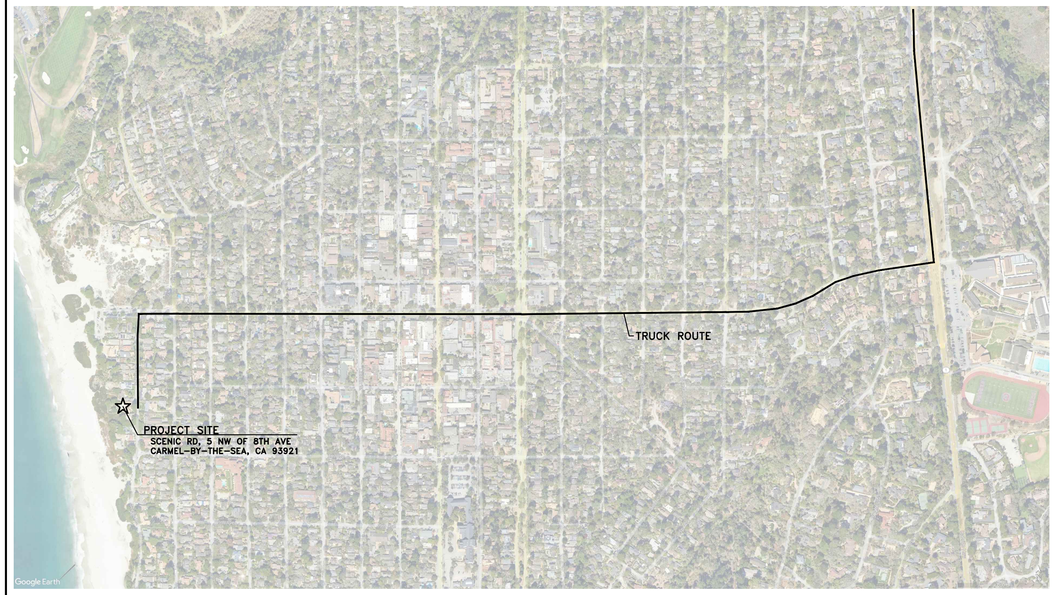
CATEGORY	NO. OF TRUCK TRIPS	TOTAL DAYS
DEMOLITION	4	5
GRADING & SOIL REMOVAL (EXPORT)	8	2
ENGINEERING MATERIALS (IMPORT)	-	-
TOTALS	12	7

TRUCK TRIP GENERATION NOTES:

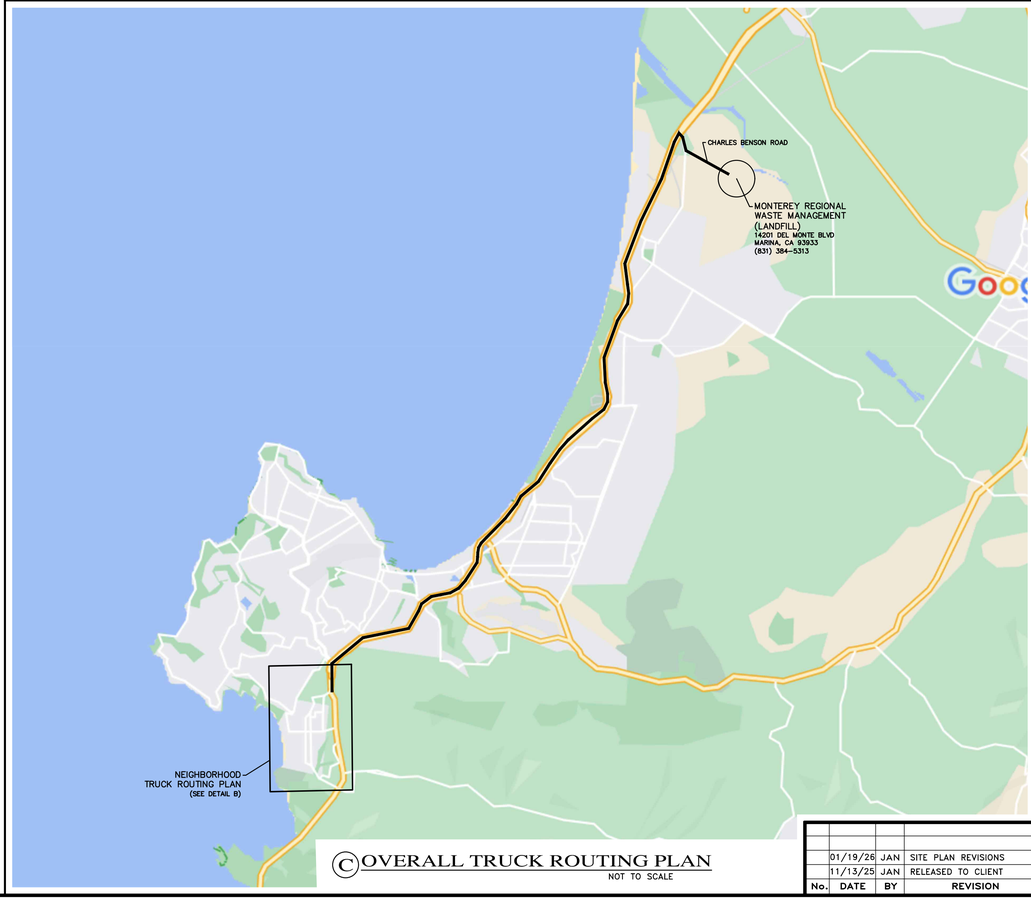
1. TRUCK TRIPS FOR THE GRADING/SOIL IMPORT IS BASED UPON 20 CUBIC YARDS PER TRUCKLOAD WITH AN AVERAGE OF 4 TRUCK LOADS PER DAY.
2. THERE ARE APPROXIMATELY 170 CUBIC YARDS OF SOIL MATERIAL TO BE EXPORTED FROM THE SITE.
3. GRADING OPERATIONS SHALL TAKE APPROXIMATELY 7 WORKING DAYS TO COMPLETE.
4. THE AMOUNT OF GRADING PER DAY WILL VARY, THE AVERAGE BETWEEN 80 & 100 CUBIC YARDS.



ESA FENCING
NOT TO SCALE



B NEIGHBORHOOD TRUCK ROUTING PLAN
NOT TO SCALE



C OVERALL TRUCK ROUTING PLAN
NOT TO SCALE

CONSTRUCTION MANAGEMENT PLAN

DIAMOND ADU
GRADING, DRAINAGE, AND EROSION CONTROL PLAN
A.P.N.: 010-312-012
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APPROVED BY:
GUY R. GIRARDO

LANDSET ENGINEERS, INC.
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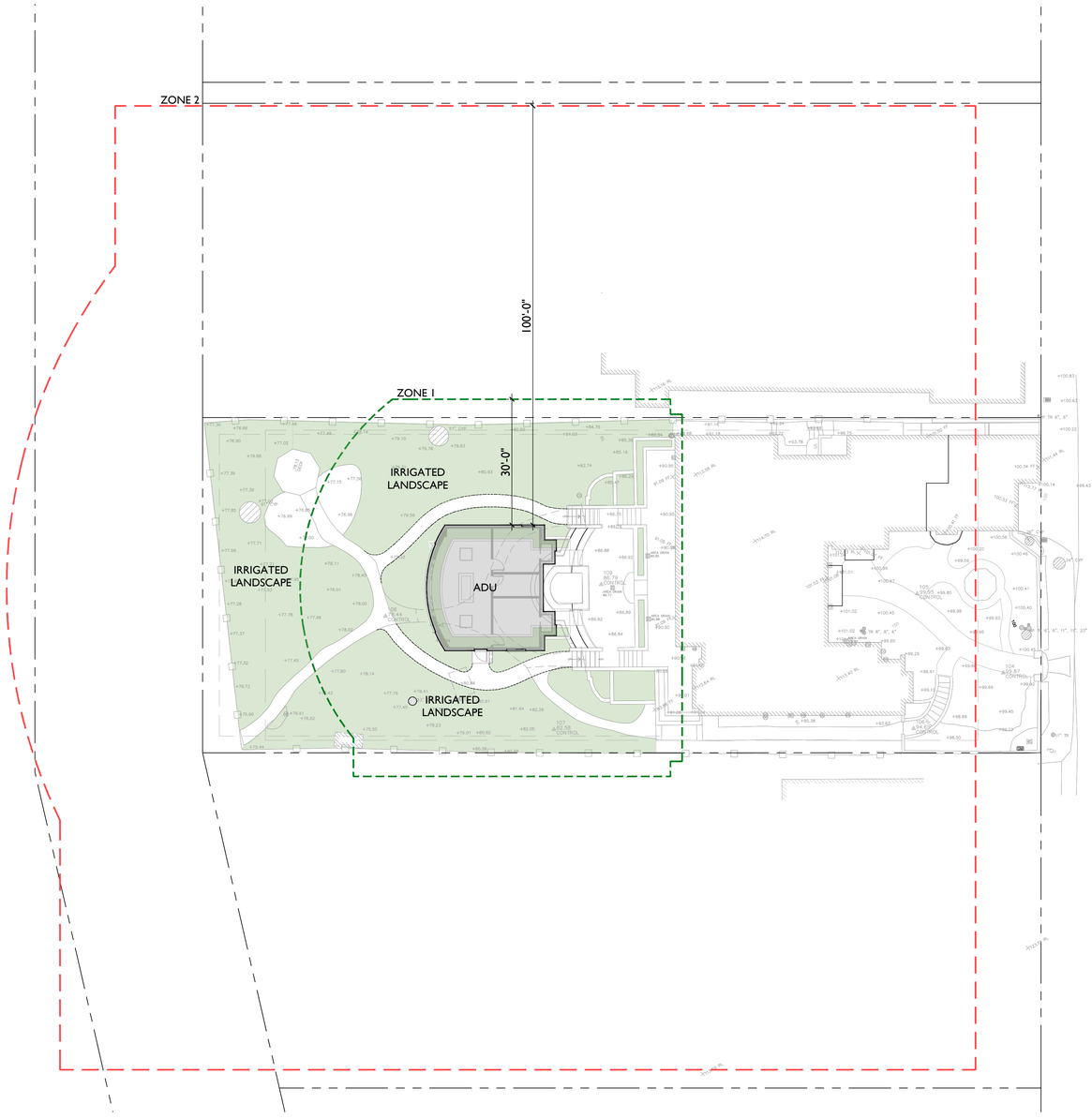
No.	DATE	BY	REVISION
	01/19/26	JAN	SITE PLAN REVISIONS
	11/13/25	JAN	RELEASED TO CLIENT

SHEET C7
OF 7 SHEETS

\\10.10.0.3\Landset_PROJECTS - LANDSET ENGINEERS\2092 - Diamond\2092-02 Civil ADU\DWG\Diamond_2092_CIVIL.dwg

SHEET INDEX

SHEET NO:	CONTENTS:
L-1.0	FUEL MANAGEMENT PLAN
L-2.0	PLANTING NOTES
L-2.1	PLANTING PLAN
L-3.0	IRRIGATION NOTES
L-3.1	IRRIGATION PLAN



LEGEND

ZONE 1: ZONE EXTENDS 30 FEET FROM ALL SIDES OF BUILDINGS, STRUCTURES, DECKS, ETC OR TO THE PROPERTY LINE, WHICHEVER IS CLOSER. WITHIN THIS ZONE, THE FOLLOWING CONDITIONS SHALL BE MAINTAINED:

- REMOVE ALL DEAD PLANTS, GRASS, AND WEEDS (VEGETATION)
- REMOVE DEAD OR DRY LEAVES AND PINE NEEDLES FROM YARD, ROOF, AND RAIN GUTTERS.
- TRIM TREES REGULARLY TO KEEP BRANCHES A MINIMUM OF 10 FEET FROM OTHER TREES.
- REMOVE BRANCHES THAT HANG OVER ROOFS AND KEEP DEAD BRANCHES A MINIMUM OF 10 FEET AWAY FROM CHIMNEYS AND STOVEPIPES.
- WOOD PILES ARE PROHIBITED WITHIN THIS ZONE. RELOCATE WOOD PILES TO ZONE 2.
- REMOVE OR PRUNE FLAMMABLE PLANTS AND SHRUBS NEAR WINDOWS.
- REMOVE OR PRUNE FLAMMABLE ITEMS THAT COULD CATCH FIRE FROM AROUND AND UNDER DECKS, BALCONIES, AND STAIRS.
- CREATE A SEPARATION BETWEEN TREES, SHRUBS, AND ITEMS THAT COULD CATCH FIRE, SUCH AS PATIO FURNITURE, WOOD PILES, SWING SETS, ETC.
- MAINTAIN A TREE, SHRUB OR OTHER PLANT ADJACENT TO OR OVERHANGING A BUILDING FREE OF DEAD OR DYING WOOD.
- MAINTAIN THE ROOF OF A STRUCTURE FREE OF LEAVES, NEEDLES OR OTHER VEGETATIVE MATERIALS. REMOVE OR PRUNE FLAMMABLE PLANTS AND SHRUBS NEAR WINDOWS

ZONE 2: ZONE 2 EXTENDS FROM 30 FEET TO 100 FEET OUT FROM BUILDINGS, STRUCTURES, DECKS ETC. OR TO THE PROPERTY LINE WHICHEVER IS CLOSER. FUELS SHALL BE MAINTAINED IN A CONDITION SO THAT A WILDFIRE BURNING UNDER AVERAGE WEATHER CONDITIONS WOULD BE UNLIKELY TO IGNITE THE STRUCTURE. THE ITEMS STIPULATED BELOW DO NOT APPLY TO SINGLE SPECIMENS OF TREES OR OTHER VEGETATION THAT ARE WELL-PRUNED AND MAINTAINED SO AS TO EFFECTIVELY MANAGE FUELS AND NOT FORM A MEANS OF RAPIDLY TRANSMITTING FIRE FROM OTHER NEARBY VEGETATION TO A STRUCTURE OR FROM A STRUCTURE TO THE OTHER NEARBY VEGETATION. WITHIN THIS ZONE, THE FOLLOWING CONDITIONS SHALL BE MAINTAINED:

- CUT OR MOW ANNUAL GRASS DOWN TO A MAXIMUM HEIGHT OF 4 INCHES.
- CREATE HORIZONTAL SPACING BETWEEN SHRUBS AND TREES.
- CREATE VERTICAL SPACING BETWEEN GRASS, SHRUBS, AND TREES.
- REMOVE ALL DEAD TREES.
- REMOVE FALLEN LEAVES, NEEDLES, TWIGS, BARK, CONES AND SMALL BRANCHES. HOWEVER, THEY MAY BE PERMITTED TO A DEPTH OF 3 INCHES.
- ALL EXPOSED WOOD PILES MUST HAVE A MINIMUM OF 10 FEET OF CLEARANCE, DOWN TO BARE MINERAL SOIL, IN ALL DIRECTIONS.

ZONE 1 AND 2 - 'OUTBUILDINGS' AND LIQUID PROPANE GAS (LPG) STORAGE TANKS SHALL HAVE 10 FEET OF CLEARANCE TO BARE MINERAL SOIL AND NO FLAMMABLE VEGETATION FOR AN ADDITIONAL 10 FEET AROUND THEIR EXTERIOR.

FUEL MANAGEMENT TO FOLLOW PUBLIC RESOURCE CODE 4291 AS DEVELOPED BY CALIFORNIA'S DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CALFIRE).

CLEARING BEYOND THE PROPERTY LINE MAY ONLY BE REQUIRED IF THE STATE LAW, LOCAL ORDINANCE, RULE, OR REGULATION INCLUDES FINDINGS THAT THE CLEARING IS NECESSARY TO SIGNIFICANTLY REDUCE THE RISK OF TRANSMISSION OF FLAME OR HEAT SUFFICIENT TO IGNITE THE STRUCTURE AND THERE IS NO FEASIBLE MITIGATION MEASURES POSSIBLE TO REDUCE THE RISK OF IGNITION OR SPREAD OF WILDFIRE TO THE STRUCTURE. CLEARANCE ON THE ADJACENT PROPERTY SHALL ONLY BE CONDUCTED FOLLOWING WRITTEN ON CONSENT BY THE ADJACENT LANDOWNER.

SCALE: 1/16"= 1'-0"

16 0 16 32

N

SEVEN SPRINGS STUDIO
LANDSCAPE ARCHITECTS

2548 EMPIRE GRADE
SANTA CRUZ, CA 95060
831.466.9617

LICENSED LANDSCAPE ARCHITECT
SARAH PHILLIPS
NO. 6532
Signature
11-30-27
Renewal Date
10-31-25
Date
STATE OF CALIFORNIA

PROJECT NAME:

DIAMOND ADU

PROJECT ADDRESS:

SCENIC ROAD, 5 NW OF 8TH AVE
CARMEL, CA 93923
APN: 010-312-012

ISSUANCE:

PLANNING DEPARTMENT SUBMITTAL

PROJECT NO: 2025-28
DATE: 10/31/2025

REVISIONS:

DATE	DESCRIPTION
01/16/2026	CITY RESUBMITTAL

SHEET NAME:

FUEL MANAGEMENT PLAN

SHEET NO:

L-1.0

G:\.shortcut-targets-by-id\1BZdmYCobewnzvL7zK6lA_6OSRJQCXQ\h\2025\2025-28 Diamond Residence Scenic IDG\CAD\25-28_L-1.0 Fuel Mgmt.dwg 1/16/2026



ACHILLEA MILLEFOLIUM
COMMON YARROW



ARCTOSTAPHYLOS D. 'SENTINEL'
SENTINEL VINE HILL MANZANITA



ARCTOSTAPHYLOS 'EMERALD CARPET'
EMERALD CARPET MANZANITA



ACTOSTAPHYLOS 'PACIFIC MIST'
PACIFIC MIST MANZANITA



ARTEMESIA PYCNOCEPHALA
DUNE SAGEWORT



CEANOTHUS GRISEUS
CARMEL CEANOTHUS



JUNCUS PATENS
GREY RUSH



LOMANDRA CONFERTIFOLIA 'POM POM'
SHORTY MAT RUSH



LOMANDRA 'PLATINUM BEAUTY'
PLATINUM BEAUTY LOMANDRA



ROSEMARINUS P. 'HUNTINGTON CARPET'
HUNTINGTON CARPET ROSEMARY

GENERAL NOTES

1. ALL PLANTING AREAS TO BE TREATED WITH A PRE-EMERGENT HERBICIDE PRIOR TO BEGINNING PLANTING.
2. CONTRACTOR TO TAKE SAMPLES OF PLANTING AREA SOIL, FROM 0"-12" DEEP FROM AT LEAST THREE SEPARATE LOCATIONS FROM PLANTING AREAS ON THE SITE, MIXED TO FORM A SINGLE COMPOSITE SAMPLE. COMBINED VOLUME OF COMPOSITE SAMPLE SHALL BE AT LEAST 1-QUART. SAMPLE LOCATIONS SHALL BE MARKED ON THE PLANTING PLAN AND SHALL BE REPRESENTATIVE OF SITE CONDITIONS AND PROPOSED PLANTING TYPES.
3. FORWARD THE COMPOSITE SAMPLES TO THE TESTING LABORATORY FOR TESTING AND THEIR RECOMMENDATIONS AS TO EXACT FERTILIZERS AND SOIL AMENDMENTS TO BE USED IN PLANTING, WAYPOINT ANALYTICAL A05-2 COMPLETE ANALYSIS.
   LAB REPORT TO INCLUDE RECOMMENDATION LETTER AND TESTING RESULTS.
   LAB REPORT TO INCLUDE AN ESTIMATED INFILTRATION RATE FOR SOIL TESTED.
   LAB REPORT TO NOTE THE PROPOSED PLANTING TYPES SPECIFIC TO THE PROJECT, GROUND-COVERS, NATIVE GRASSES AND TREES.
4. AMENDMENT AND FERTILIZER RECOMMENDATIONS BY THE TESTING LAB SHALL BE SPECIFIC TO THE PROPOSED AMENDMENTS TO BE USED AND INCLUDE THE AMENDMENT LAB TEST / SAMPLE ID NUMBER AND TESTING DATE AS REFERENCE. GENERIC RECOMMENDATIONS WILL BE REJECTED AND WILL REQUIRE SPECIFIC RECOMMENDATIONS TO BE OBTAINED FROM THE TESTING LAB.
5. FOR BIDDING PURPOSES ASSUME SOIL AMENDMENT FERTILIZER TO BE COMMERCIAL FERTILIZER, 16-6-8 (N-P-K) UNIFORM PELLET, EXACT FERTILIZER TO BE DETERMINED BY TESTING LAB ANALYSIS.
6. INSTALL COMMERCIAL PLANT FERTILIZER PACKETS / TABLETS, TWO-YEAR CONTROLLED -RELEASE 20-10-05 (N-P-K). BEST TABS BY SIMPLOT PROFESSIONAL PRODUCTS, AGRIFORM BY THE SCOTTS COMPANY.
7. SOIL AMENDMENTS TO BE MINERALIZED AND NITRIFIED BARK OR SAWDUST, WITH WETTING AGENT AND PROPERLY PULVERIZED, CONTAINING A MINIMUM OF 270LBS. PER CUBIC YARD OF ORGANIC MATTER. SUBMIT SAMPLE ANALYSIS FOR APPROVAL.
8. AMENDMENT CHEMISTRY – SUITABILITY CONSIDERATIONS
   1.NITROGEN (DRY WEIGHT BASIS): 0.4 TO 0.6%
   2.IRON (MINIMUM): 0.08%
   3.ORGANIC CONTENT: ABOVE 17%
   4.CARBON:NITROGEN RATIO: BELOW 25
   5. PH: BELOW 8.0
   6.SALINITY (ECE): A VALUE SUCH THAT WHEN COMBINED WITH THE EXISTING SITE SOIL AT A USE RATE DETERMINED BY THE TESTING LAB ANALYSIS, THE SALINITY OF THE AMENDED SOIL SHALL NOT EXCEED 4.0 DS/M (MMHOS/CM).
9. GYPSUM (IF REQUIRED BY EXISTING SOILS TEST): AGRICULTURAL GRADE, OMRI LISTED.
   1.CAL-SUL PELLETIZED GYPSUM BY NORTH PACIFIC, PORTLAND OR
   2.ULTRA FINE AG GYPSUM BY WESTERN MINING & MINERALS
   3 .APPROVED EQUAL.
10. SULFUR (IF REQUIRED BY EXISTING SOILS TEST): GRANULAR DEGRADABLE SULFUR PRODUCT, TIGER 90CR ORGANIC 0-0-0-90 SULFUR BY TIGERSUL.COM, OR APPROVED EQUAL.
11. ALL PLANTING AREAS TO BE CULTIVATED TO A MINIMUM DEPTH OF 10". SOIL AMENDMENTS AND COMMERCIAL FERTILIZERS TO BE APPLIED AT THE RATES SPECIFIED IN THE TESTING LAB ANALYSIS.
12. CROSS-RIP OR CULTIVATE SUB-GRADE TO THE 10" MINIMUM DEPTH. ADD WATER IF NECESSARY AND CONTINUE RIPPING OR CULTIVATION UNTIL THE ENTIRE SPECIFIED DEPTH IS LOOSE AND FRIABLE. CROSS RIPING SHALL INCLUDE AREAS IN BETWEEN TREE AND PLANT PITS. UPON COMPLETION OF CROSS RIPPING APPLY THE AMENDMENTS AS SPECIFIED IN THE TESTING LAB ANALYSIS. SETTLE THE SOIL WITH WATER AS NEEDED AND REGRADE HIGH/LOW AREAS TO CREATE A SMOOTH FINISH GRADE.
13. UNIFORMLY SPREAD AND INCORPORATED THE MATERIALS TO OBTAIN A HOMOGENEOUSLY BLENDED SOIL, 6-INCHES IN DEPTH. IF GYPSUM AND/OR SULFUR ARE REQUIRED TO BE ADDED AS PART OF AMENDMENTS PER SOILS REPORT FROM THE TESTING LAB, MANUALLY WATER THE AMENDED SOILS USING IMPACT SPRINKLERS OR HOSE-END SPRINKLERS - TO APPLY 1/2-INCH OF WATER OVER ALL PLANTING AREAS. EXISTING SOILS WITH HIGH ALKALINITY AS DETERMINED BY THE SOILS REPORT FROM THE TESTING LAB WILL BE REQUIRED TO BE SIMILARLY MANUALLY WATERED TO LEACH THE SALTS DEEPER INTO THE SOIL, AMOUNT OF WATER TO BE DETERMINED BY THE TESTING LAB.
14. PRE-MIX AMENDMENTS INTO SOIL BEFORE BACKFILLING PLANT PITS - DO NOT MIX INSIDE PITS. BREAK LARGE CLODS INTO SMALL PIECES. ALL PLANTING AREAS TO BE TREATED WITH A PRE-EMERGENT HERBICIDE PRIOR TO BEGINNING PLANTING.
15. INSTALL 3" MULCH TO ALL PLANTING AREAS. MULCH TO BE SHREDDED CEDAR BARK OR SIMILAR. SUBMIT A SAMPLE OF MULCH FOR OWNER & LANDSCAPE ARCHITECT APPROVAL PRIOR TO INSTALLATION.
16. INSTALL GOPHER BASKETS ON ALL CONTAINER PLANTS. BASKET SHALL PROVIDE A MINIMUM OF 6 INCHES CLEARANCE ALL AROUND THE ROOT BALL. TOP OF BASKET SHALL BE FLUSH TO THE ROOT BALL TOP.
17. INSTALL GOPHER WIRE UNDER ALL AREAS OF NATURAL TURF AND RED FESUCE. GOPHER WIRE TO BE OVERLAPPED AT ALL SEAMS A MINIMUM OF 3" AND STAPLE SEAMS AND EDGES A MINIMUM OF 12" O.C. OR TIGHTER IF NEEDED TO REMOVE BUBBLED AREAS OF WIRE. STAPLES TO BE DEEP ENOUGH TO FIRMLY ANCHOR THE WIRE WITHOUT DISTORTING ITS SHAPE. INSTALL EXTRA STAPLES IN AREAS WHERE THE WIRE IS BUBBLED OR NOT MAKING FULL CONTACT WITH THE GROUND BELOW.
18. COMPOST: COMPOST MINIMUM OF 4 CUBIC YARDS PER 1,000 SQ. FT. OF PERMEABLE AREA TILLED TO A DEPTH OF 6".
19. ALL PLANTING SOIL USED ON STRUCTURES TO BE A LIGHT WEIGHT SOIL MIX INTENDED FOR USE ON STRUCTURES - CONTRACTOR TO PROVIDE SATURATED SOIL WEIGHT PRIOR TO INSTALLING SOIL FOR CONFIRMATION THAT IT IS BELOW THE STRUCTURAL MAXIMUM.

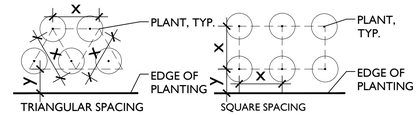
PLANT LEGEND

*WUC	CODE	BOTANICAL NAME	COMMON NAME	SIZE	CHARACTER
		SHRUBS			
L	Am	ACHILLEA MILLEFOLIUM	COMMON YARROW	4" POT	
L	Ad	ARCTOSTAPHYLOS D. 'SENTINEL'	SENTINEL VINE HILL MANZANITA	15 GAL.	
L	Ae	ARCTOSTAPHYLOS 'EMERALD CARPET'	EMERALD CARPET MANZANITA	1 GAL.	
L	Ap	ARCTOSTAPHYLOS 'PACIFIC MIST'	PACIFIC MIST MANZANITA	1 GAL.	
L	Ar	ARTEMISIA PYCNOCEPHALA	DUNE SAGEWORT	1 GAL.	
L	Cg	CEANOTHUS GRISEUS	CARMEL CEANOTHUS	1 GAL.	
L	Jp	JUNCUS PATENS	GREY RUSH	1 GAL.	
L	Ls	LOMANDRA C. 'POM POM'	SHORTY MAT RUSH	1 GAL.	
L	Lp	LOMANDRA 'PLATINUM BEAUTY'	PLATINUM BEAUTY LOMANDRA	1 GAL.	
L	Rf	ROSEMARINUS P. 'HUNTINGTON CARPET'	HUNTINGTON CARPET ROSEMARY	1 GAL.	
		MISCELLANEOUS			
		MULCH			
	HDR	METAL EDGING: WELD ALL JOINTS AND PRIME AND PAINT ONCE WELDED.			

* WATER USE CATEGORY (WUC) KEY

WUCOLS REGION APPLICABLE TO THIS PROJECT: REGION 1
H = HIGH; M = MODERATE; L = LOW; VL = VERY LOW; NL = SPECIES NOT LISTED
* FROM: WATER USE CLASSIFICATION OF LANDSCAPE SPECIES,
A GUIDE TO THE WATER NEEDS OF LANDSCAPE PLANTS (WUCOLS)
UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION, L.R. COSTELLO, K.S. JONES

PLANT SPACING AND PLANTING SETBACK DIAGRAM



1. FOR SPACING 'X', SEE PLANTING PLAN LEGEND
2. Y= 1/2X + 12" UON

REFERENCE NOTES

(1) WATERPROOFING OF ROOF TOP PLANTER BY ARCHITECT - INSTALL WITH SUITABLE DRAINAGE SYSTEM AND LIGHT WEIGHT SOIL MIX ENGINEERED FOR MAXIMUM ALLOWABLE SATURATED SOIL WEIGHT PER STRUCTURAL DESIGN - MINIMUM SOIL DEPTH TO BE 12".

MWELO COMPLIANCE STATEMENT

I HAVE COMPLIED WITH THE CRITERIA OF THE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN.

SIGNED	SIMON PHILLIPS	4532	10-31-2025
	NAME	CLA#	DATE

ATTACHMENT 2

SEVEN SPRINGS STUDIO
LANDSCAPE ARCHITECTS

2548 EMPIRE GRADE
SANTA CRUZ, CA 95060
831.466.9617

LICENSED LANDSCAPE ARCHITECT
SIMON PHILLIPS
NO. 4532
Signature
11-30-27
Renewal Date
10-31-25
Date
STATE OF CALIFORNIA

PROJECT NAME:

DIAMOND ADU

PROJECT ADDRESS:

SCENIC ROAD, 5 NW OF 8TH AVE
CARMEL, CA 93923
APN: 010-312-012

ISSUANCE:

PLANNING DEPARTMENT SUBMITTAL

PROJECT NO: 2025-28
DATE: 10/31/2025

REVISIONS:

DATE	DESCRIPTION
01/16/2026	CITY RESUBMITTAL

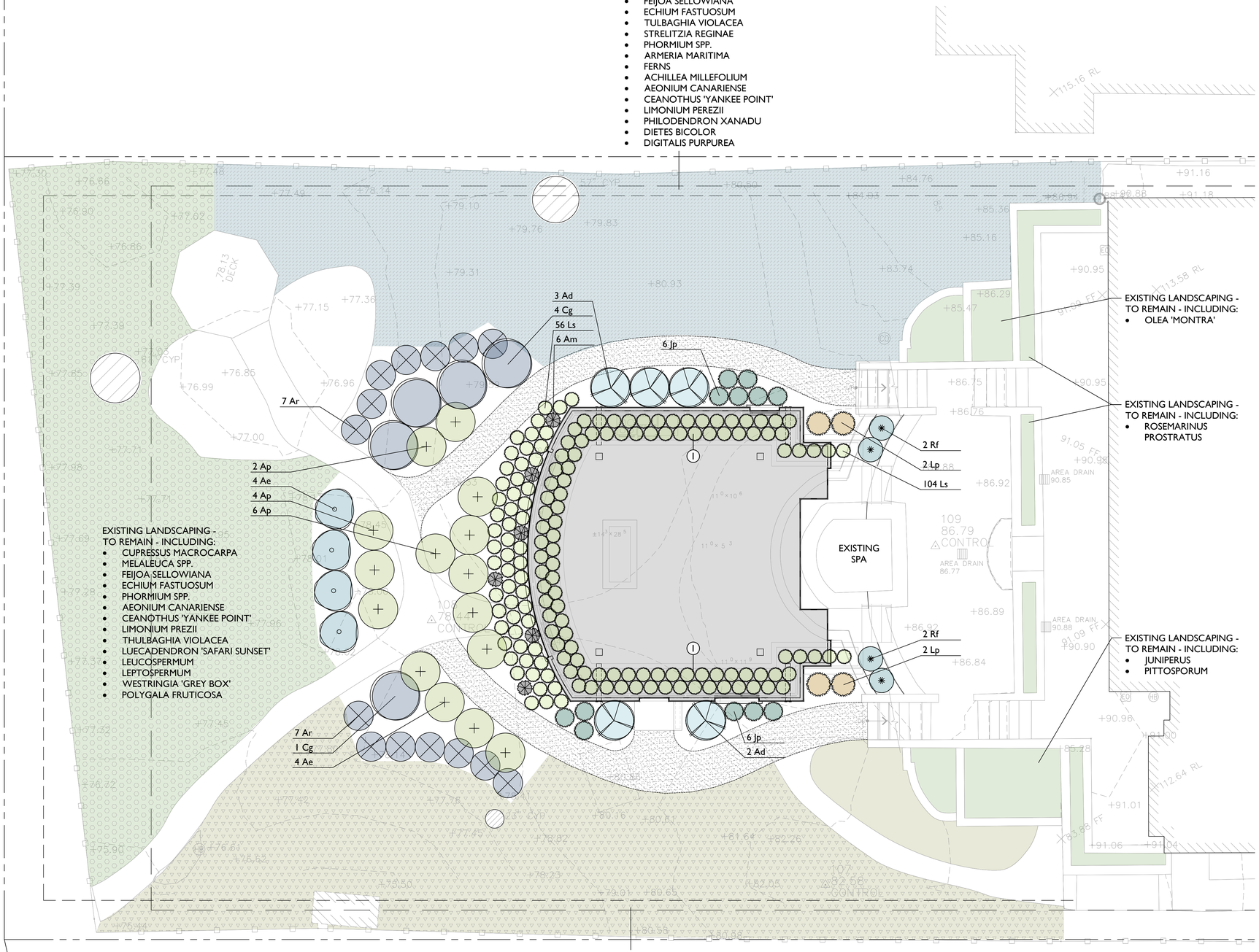
SHEET NAME:

PLANTING NOTES

SHEET NO:

L-2.0

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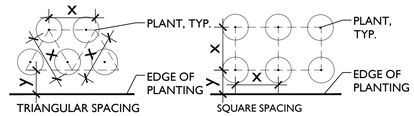
PLANT LEGEND

*WUC	CODE	BOTANICAL NAME	COMMON NAME	SIZE	CHARACTER
		SHRUBS			
L	Am	ACHILLEA MILLEFOLIUM	COMMON YARROW	4" POT	
L	Ad	ARCTOSTAPHYLOS D. 'SENTINEL'	SENTINEL VINE HILL MANZANITA	15 GAL.	
L	Ae	ARCTOSTAPHYLOS 'EMERALD CARPET'	EMERALD CARPET MANZANITA	1 GAL.	
L	Ap	ARCTOSTAPHYLOS 'PACIFIC MIST'	PACIFIC MIST MANZANITA	1 GAL.	
L	Ar	ARTEMISIA PYCNOCEPHALA	DUNE SAGEWORT	1 GAL.	
L	Cg	CEANOTHUS GRISEUS	CARMEL CEANOTHUS	1 GAL.	
L	Jp	JUNCUS PATENS	GREY RUSH	1 GAL.	
L	Ls	LOMANDRA C. 'POM POM'	SHORTY MAT RUSH	1 GAL.	
L	Lp	LOMANDRA 'PLATINUM BEAUTY'	PLATINUM BEAUTY LOMANDRA	1 GAL.	
L	Rf	ROSEMARINUS P. 'HUNTINGTON CARPET'	HUNTINGTON CARPET ROSEMARY	1 GAL.	
		MISCELLANEOUS			
		MULCH			
	HDR	METAL EDGING: WELD ALL JOINTS AND PRIME AND PAINT ONCE WELDED.			

* WATER USE CATEGORY (WUC) KEY

WUCOLS REGION APPLICABLE TO THIS PROJECT: REGION 1
H = HIGH; M = MODERATE; L = LOW; VL = VERY LOW; NL = SPECIES NOT LISTED
* FROM: WATER USE CLASSIFICATION OF LANDSCAPE SPECIES, A GUIDE TO THE WATER NEEDS OF LANDSCAPE PLANTS (WUCOLS)
UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION, L.R. COSTELLO, K.S. JONES

PLANT SPACING AND PLANTING SETBACK DIAGRAM



1. FOR SPACING 'X', SEE PLANTING PLAN LEGEND
2. Y= 1/2X + 12" UON

REFERENCE NOTES

(1) WATERPROOFING OF ROOF TOP PLANTER BY ARCHITECT - INSTALL WITH SUITABLE DRAINAGE SYSTEM AND LIGHT WEIGHT SOIL MIX ENGINEERED FOR MAXIMUM ALLOWABLE SATURATED SOIL WEIGHT PER STRUCTURAL DESIGN - MINIMUM SOIL DEPTH TO BE 12".

MWELO COMPLIANCE STATEMENT

I HAVE COMPLIED WITH THE CRITERIA OF THE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN.

SIGNED	NAME	CLA#	DATE
	SIMON PHILLIPS	4532	10-31-2025

SCALE: 3/16"= 1'-0"

0 4 8 16 N

ATTACHMENT 2

SEVEN SPRINGS STUDIO
LANDSCAPE ARCHITECTS

2548 EMPIRE GRADE
SANTA CRUZ, CA 95060
831.466.9617

LICENSED LANDSCAPE ARCHITECT
SIMON PHILLIPS
NO. 4532
Signature
11-30-25
Renewal Date
10-31-25
Date
STATE OF CALIFORNIA

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WATER EFFICIENT LANDSCAPE WORKSHEET - RESIDENTIAL

Project Name Diamond Residence
Project Number 25-28
Reference Evapotranspiration (ETo) 49.70

Hydrozone # /Planting Description[a]	Plant Factor (PF)	Irrigation Method[b]	Irrigation Efficiency (IE)[c]	ETAF (PF/IE)	Landscape Area (sq ft)	ETAF x Area	Estimated Total Water Use (ETWU)[d]
Regular Landscape Areas							
1 ADU Roof Terrace	0.3	drip	0.81	0.37	213	78.89	2430.88
2 ADU Planting	0.3	drip	0.81	0.37	167	61.85	1905.90
3 Back Garden	0.3	drip	0.81	0.37	648	240.00	7395.36
				Totals (A)	1028 (B)	380.74	11732.15
Special Landscape Areas							
				1.00		0.00	0.00
				Totals (C)	0 (D)	0.00	0.00
						ETWU Total (Gallons)	11732.15
						Maximum Allowed Water Allowance (MAWA)[e] (Gallons)	17422.24
						ETWU (Acre Feet)	0.04
						MAWA (Acre Feet)	0.05

[a]Hydrozone #/Planting Description — *E.g. 1.) front lawn; 2.) low water use plantings; 3.) medium water use planting*

[b]Irrigation Method — overhead spray or drip

[c]Irrigation Efficiency — 0.75 for spray head; 0.81 for drip

[d]ETWU **(Annual Gallons Required) =** *Eto x 0.62 x ETAF x Area* where 0.62 is a conversion factor that converts acre-inches per acre per year to gallons per square foot per year.

[e]MAWA (Annual Gallons Allowed) = *(Eto) (0.62) [(ETAF x LA) + ((1-ETAF) x SLA)]* where 0.62 is a conversion factor that converts acre-inches per acre per year to gallons per square foot per year, LA is the total landscape area in square feet, SLA is the total special landscape area in square feet, and ETAF is .55 for residential areas and 0.45 for non-residential areas.

ETAF Calculations

Regular Landscape Areas

Total ETAF x Area	(B)	380.74
Total Area	(A)	1028.00
Average ETAF	**B ÷ A**	0.37

Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for non-residential areas.

All Landscape Areas

Total ETAF x Area	(B+D)	380.74
Total Area	(A+C)	1028.00
Sitewide ETAF	**(B+D) ÷ (A+C)**	0.37

GENERAL NOTES

1. WARRANTY:
CONTRACTOR TO WARRANT THE IRRIGATION SYSTEM FOR ONE YEAR FOLLOWING INSTALLATION FROM DATE OF ACCEPTANCE. SYSTEM SHALL BE WARRANTIED FOR DEFECTIVE MATERIALS AND INSTALLATION ISSUES.

2. VERIFICATION:
FOR NEW SYSTEMS, DESIGN IS BASED ON 40 P.S.I. AND 20.P.M. REQUIRED AT DISCHARGE OUTLET OF POINT OF CONNECTION. VERIFY SAME AND NOTIFY OWNER'S REPRESENTATIVE IF SUCH DATA ADVERSELY AFFECTS THE OPERATION OF THE SYSTEM. SUCH NOTICE SHALL BE MADE IN WRITING AND PRIOR TO COMMENCING ANY IRRIGATION WORK.

3. UTILITIES:
VERIFY LOCATION OF ALL ON-SITE UTILITIES. PRESERVE AND PROTECT ALL SUCH UTILITIES UNLESS OTHERWISE NOTED. RESTORE DAMAGED UTILITIES TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE, AND AT NO ADDITIONAL COST TO THE OWNER.

4. SCHEMATIC:
SYSTEM FEATURES ARE SHOWN SCHEMATICALLY FOR GRAPHIC CLARITY. INSTALL ALL PIPING AND VALVES IN COMMON TRENCHES WHERE FEASIBLE AND INSIDE PLANTING AREAS ADJACENT TO WALKWAYS AND INSIDE MEDIANS WHENEVER POSSIBLE.

5. CODES:
IRRIGATION SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH ALL LOCAL CODES AND MANUFACTURER'S SPECIFICATIONS. NOTIFY OWNER'S REPRESENTATIVE BY TELEPHONE AND IN WRITING OF ANY CONFLICTS PRIOR TO INSTALLATION.

6. MASTER VALVE / FLOW SENSOR:
a. CONNECT MASTER VALVE, AND FLOW SENSOR IF INCLUDED, TO CONTROLLER WITH COMMUNICATION CABLE. SEE IRRIGATION DETAILS. INSTALL IN DEDICATED 1" DIAMETER PVC CONDUIT.
b. NORMALLY CLOSED MASTER VALVES: IF IRRIGATION CONTROLLER DOES NOT HAVE A MASTER VALVE OVER-RIDE FUNCTION / PROGRAM, THEN DEDICATE ONE STATION TO QUICK COUPLER USE.

7. CHECK VALVES:
INSTALL IN-LINE CHECK VALVES IN DRIP IRRIGATION SUPPLY LINES, AS REQUIRED TO MINIMIZE LINE DRAINAGE. ALLOW IN BID PRICE AN AMOUNT SUFFICIENT TO PROVIDE AND INSTALL ADDITIONAL CHECK VALVES TO ACCOMMODATE ANY NECESSARY FIELD CHANGES.

8. BORING
JET BORE OR DIRECTIONAL BORE UNDER EXISTING RIGID PAVING AREAS. DO NOT TRENCH ACROSS UNLESS SPECIFICALLY SHOWN ON THE DRAWINGS AND/OR APPROVED IN WRITING BY THE OWNER'S REPRESENTATIVE.

9. SLEEVING:
SCH. 40 PVC PIPE FOR ALL WIRING AND IRRIGATION LINES INSTALLED UNDER PAVING AREAS AND THAT PASS THROUGH DRAINAGE TRENCHES WITH DRAIN ROCK. 4-INCH DIA. OR TWICE THE AGGREGATE DIAMETER OF ALL PIPES CONTAINED WITHIN THE SLEEVE, WHICHEVER IS GREATER. INSTALL (WITH ENDS CLEARLY MARKED ABOVE GRADE) AT THE NECESSARY DEPTH PRIOR TO THE CONSTRUCTION OF PAVING AREAS OR FIELD BASES. SLEEVING TO EXTEND 12-INCHES FROM EDGE OF PAVING OR DRAINAGE TRENCH INTO ADJACENT SUBGRADE. NO UNSLEEVED PIPING, ANGLE-BENDS, 90-DEGREE BENDS, OR JOINTS SHALL BE ALLOWED UNDER PAVING.

10. DRIP VALVES
GROUP DRIP VALVE RUN TIMES TOGETHER IF REQUIRED TO ENSURE THE MINIMUM FLOW AS REQUIRED BY THE FLOW SENSOR. INSTALL AIR RELIEF VALVES ON ALL DRIP ZONES - AIR RELIEF VALVES TO BE PLACED AT THE HIGH POINT OF THE ZONE. INSTALL FLUSH PORTS AT THE ENDS OF ALL DRIP SUPPLY LINES AND CHECK VALVES IN SYSTEMS ON SLOPES TO PREVENT WET AREAS AT THE BOTTOM OF THE SYSTEM.
INSTALL DRIP LINES PARALLEL TO THE NATURAL SLOPE OF THE PLANTING AREA WHERE POSSIBLE.

11. CONTROLLER:
INSTALL CONTROLLER AS SHOWN ON THE DRAWINGS. ALL ABOVE-GRADE CONDUIT SHALL BE RIGID STEEL SECURELY FASTENED TO STRUCTURE AND TO CONTROLLER.

12. PROGRAMMING / SCHEDULING:
a. SET UP ESTABLISHMENT IRRIGATION SCHEDULES FOR OPTIMUM PLANT GROWTH BASED ON ANTICIPATED WEATHER OVER THE MAINTENANCE PERIOD, WATER USE OF PLANTINGS (SEE PLANTING PLAN LEGEND) AND SUN EXPOSURE. ASSUME THE SOIL TYPE TO BE A SANDY LOAM.
b. CONTROLLERS: PRIOR TO THE END OF THE MAINTENANCE PERIOD, PROGRAM THE CONTROLLER PER MANUFACTURER'S DIRECTIONS.
c. DO NOT CYCLE DRIP IRRIGATION APPLICATION MORE THAN ONCE PER DAY, ADJUST LENGTH OF RUN TIME TO PROVIDE THE REQUIRED VOLUME OF WATER IN ONE CYCLE.

13. VALVE BOXES:
CONTRACTOR TO INSTALL ALL VALVE BOXES A MINIMUM OF 18" FROM ADJACENT WALKS, WALLS AND PAVING EDGES. BOXES TO BE INSTALLED PERPENDICULAR TO THE ADJACENT EDGE WITH THE SHORT END OF THE BOX RUNNING PARALLEL TO THE EDGE. WHEN MULTIPLE BOXES ARE INSTALLED TOGETHER SEPARATE BOXES BY A MINIMUM OF 12". VALVE BOXES ARE TO BE INSTALLED WITH RODENT SCREENS CONSISTING OF HOT DIPPED GALVANIZED WELDED WIRE MESH AND FILTER FABRIC.

14. OVERHEAD IRRIGATION HEADS:
OVERHEAD IRRIGATION HEADS SHALL BE SETBACK A MINIMUM OF 24" FROM ANY IMPERVIOUS HARDSCAPE UNLESS THE HARDSCAPE IS GRADED TO DRAIN BACK TOWARD THE PLANTING AREA. IF MULTI-STREAM, MULTI-TRAJECTORY ROTATING (MSMTR) HEADS ARE SPECIFIED WHICH MINIMIZE OVERSPRAY AND RUNOFF THIS SETBACK IS REDUCED TO 6". HUNTER MP ROTATORS ARE CONSIDERED MSMTR HEADS. TURF STRIPS OR OTHER AREAS SHALL NOT BE LESS THAN 10' IN ANY DIRECTION IF IRRIGATED WITH OVERHEAD SPRAY.

15. SYSTEM FLUSHING:
PRIOR TO INSTALLATION OF VALVES CONTRACTOR SHALL FLUSH MAIN LINE. CONTRACTOR TO INSTALL FLUSH PORTS AT THE END OF ALL DRIP LINES FOR FUTURE MAINTENANCE USE. ENTIRE SYSTEM TO BE FLUSHED AT THE COMPLETION OF INSTALLATION.

16. PRESSURE TEST:
CONTRACTOR SHALL PRESSURE TEST THE MAIN LINE PRIOR AT A MINIMUM OF 100 PSI FOR 2 HOURS PRIOR TO BACKFILLING TRENCHES. SECURE PIPE AS NEEDED PRIOR TO PRESSURE TESTING.

17. AS BUILTS:
AT COMPLETION OF PROJECT CONTRACTOR SHALL PROVIDE TO OWNER AN AS BUILT DRAWING SHOWING DIMENSIONS OFF SITE FEATURES OR BUILDING WALLS TO MAIN LINE TRENCHES. AS BUILT PLAN TO SHOW VALVE LOCATIONS AND NUMBERS AS SEQUENCED WITH THE IRRIGATION CONTROLLER.

18. HEAD ALLOWANCE:
ALLOW IN BID PRICE AN AMOUNT SUFFICIENT TO PROVIDE AND INSTALL AN ADDITIONAL 5 SPRINKLER HEADS OF EACH TYPE SPECIFIED ON PLAN TO ACCOMMODATE FIELD CHANGES. THESE HEADS SHALL BE LOCATED AS DIRECTED BY THE OWNER'S REPRESENTATIVE. DELIVER TO THE OWNER ANY UNUSED ADDITIONAL HEADS AT THE END OF THE MAINTENANCE PERIOD.

19. FIELD VERIFICATION:
FIELD VERIFY DIMENSIONS OF ALL PLANTING AREAS TO RECEIVE SPRINKLER IRRIGATION. DETERMINE NOZZLE PATTERN (1/2 HEAD, 1/4 HEAD, ADJUSTABLE ARC, ETC.) BASED ON FIELD CONDITIONS. ADJUST ALL NOZZLES IN FIELD FOR OPTIMAL COVERAGE AND TO PREVENT OVERSPRAY ONTO WALKS, PAVED AREAS, BUILDINGS, ETC.

20. VALVE TUNING
FOR SPRINKLER CIRCUITS ADJUST FLOW CONTROL ON VALVES, IF REQUIRED, TO OPTIMIZE COVERAGE AND MINIMIZE MISTING.

21. POP-UP HEIGHT:
USE 6" POP-UP SPRAYS IN TURF AREAS AND 12" POP-UP SPRAYS IN THE REMAINING PLANTING AREAS, UNLESS OTHERWISE NOTED. SEE LEGEND FOR POP-UP ROTOR HEIGHT.

22. POP-UP LOCATION:
DISTANCE OF POP-UP SPRINKLER FROM PAVING OR HEADERBOARD IS EQUAL TO:
a. MINIMUM 24" IF ADJACENT NON-PERMEABLE SURFACE DRAINS AWAY FROM PLANTING.
b. 2" / POP-UP HEIGHT IF ADJACENT NON-PERMEABLE SURFACE DRAINS ENTIRELY TO PLANTING.
c. 2" / POP-UP HEIGHT IF ADJACENT SURFACE IS PERMEABLE AND NO RUNOFF OCCURS.

23. PRESSURE REGULATION
ALL SPRAYS AND STREAM ROTORS SHALL BE INSTALLED WITH PRESSURE REGULATING SCREENS OR HAVE PRESSURE REGULATED BODIES.

LEGEND

SYMBOL	MANUFACTURER	DESCRIPTION
X"		MAIN LINE: 18" MINIMUM COVER. SCH/CLASS FOR PIPE / FITTINGS PER TABLE, BELOW. 1" SCH 40 UNLESS OTHERWISE NOTED.
— w — w — w — w —		POTABLE SERVICE TO HOUSE: 2" DIA. SEE CIVIL DRAWINGS.
		LATERAL LINE / DRIP IRRIGATION SUPPLY LINE: 18" MIN. COVER, 24" UNDER AC PAVING SCH 40. SEE CHART FOR SIZE.
E		STUB OUT: WITH LINE SIZED BALL VALVE AND CAP AT END OF MAINLINE.
	NDS	FULL PORT, TRUE UNION, PVC BALL VALVE: LINE SIZE
B	FEBCO	EXISTING BACKFLOW PREVENTER AT IRRIGATION POINT OF CONNECTION.
C	HUNTER	CONTROLLER WITH MV TERMINAL, WALL MOUNT, 24 STATIONS. MODEL # PRO-C
M	METER	EXISTING WATER METER
HB	HOSE BIBB	MOUNT HOSE BIBB ON 4X4 REDWOOD POST - 24" ABOVE GRADE.
POC	POC	POINT OF CONNECTION

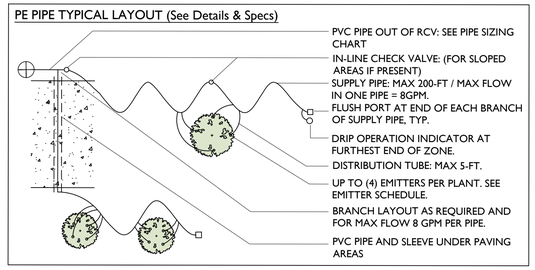
TOTAL IRRIGATED LANDSCAPE AREA=0.02 AC. ANNUAL WATER REQUIREMENT=0.04 ACRE-FEET

LEGEND - DRIP IRRIGATION

SYM	MANUFACTURER	DESCRIPTION
ZONE DESIGNATION (ZONE 00)		POINT-SOURCE: 3/4" I.D. PE SUPPLY PIPE & 1/4" I.D. PE DISTRIBUTION TUBES. SEE SPECS. SEE IRRIGATION DETAILS. EMITTERS: 2.0 GPH PRESSURE COMPENSATING W/ BUG/DUST CAP. RAINBIRD XERI-BUG / TORO NGE / NETAFIM WPC. SEE EMITTER SCHEDULE. MANUAL FLUSH VALVE AT END OF EACH BRANCH OF SUPPLY PIPE. RAINBIRD DRIP OPERATION INDICATOR AT FURTHEST END OF EACH ZONE. SEE SCHEMATIC IRRIGATION DIAGRAM.
		NETAFIM HIGH FLOW CONTROL ZONE KIT W/ DISC FILTER (4.5-17.6 GPM). LOW FLOW KIT W/ DISC FILTER (0.25-4.4 GPM)
01	NETAFIM / RAINBIRD / TORO PRE-ASSEMBLED KIT	RAINBIRD XCZLF-100- / XCZ-075 CONTROL ZONE KIT. PRBR FILTER. -100 > 5.0 GPM, -075 < 5.0 GPM AS REQUIRED PER ZONE
		TORO DZK-TPV-1-LF / MF DRIP ZONE VALVE KIT. MF > 4.5 GPM LF < 4.5 GPM AS REQUIRED PER ZONE

DRIP IRRIGATION POINT SOURCE TYP. SCHEMATIC DIAGRAM	EMITTER SCHEDULE	
SEE PLANTING PLAN FOR PLANT SIZES AND LOCATIONS. PE SUPPLY PIPE AND PE DISTRIBUTION TUBE ALIGNMENTS PER REQUIREMENTS OF PLANTING. INSTALL EMITTERS PER EMITTER SCHEDULE, AND ALLOW FOR ADDITIONAL PORTS TO EACH PLANT FOR FUTURE NEEDS. LOCATE EMITTERS TOWARDS THE UPHILL SIDE OF PLANTS ON SLOPES. SEE IRRIGATION DETAILS.	1 GAL.	1
	5 GAL.	2
	15 GAL.	3
	24" BOX	4

PE PIPE TYPICAL LAYOUT (See Details & Specs)



PIPE SIZING CHART - SCHEDULE 40 POINT-SOURCE DRIP SUPPLY LINES	
Zone / Partial Zone Flow	Pipe Size
0-8 GPM	PVC 3/4"
8.1-13 GPM	PVC 1"
13.1-22 GPM	PVC 1-1/4"
22.1-30 GPM	PVC 1-1/2"
3/4" IS MINIMUM PIPE SIZE.	

HYDROZONE LEGEND

WATER USE	VALVE NUMBER	AREA
LOW WATER USE	1, 2, 3, 4	990 SF

MWELO COMPLIANCE STATEMENT

I HAVE COMPLIED WITH THE CRITERIA OF THE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN.

Signed	Simon Phillips	4532	10-31-2025
	Name	CLA#	Date

ATTACHMENT 2
SEVEN SPRINGS STUDIO
LANDSCAPE ARCHITECTS
2548 EMPIRE GRADE
SANTA CRUZ, CA 95060
831.466.9617

LICENSED LANDSCAPE ARCHITECT — SIMON PHILLIPS — NO. 4532 — Signature — 11-30-27 Renewal Date — 10-31-25 Date — STATE OF CALIFORNIA

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DIAMOND ADU

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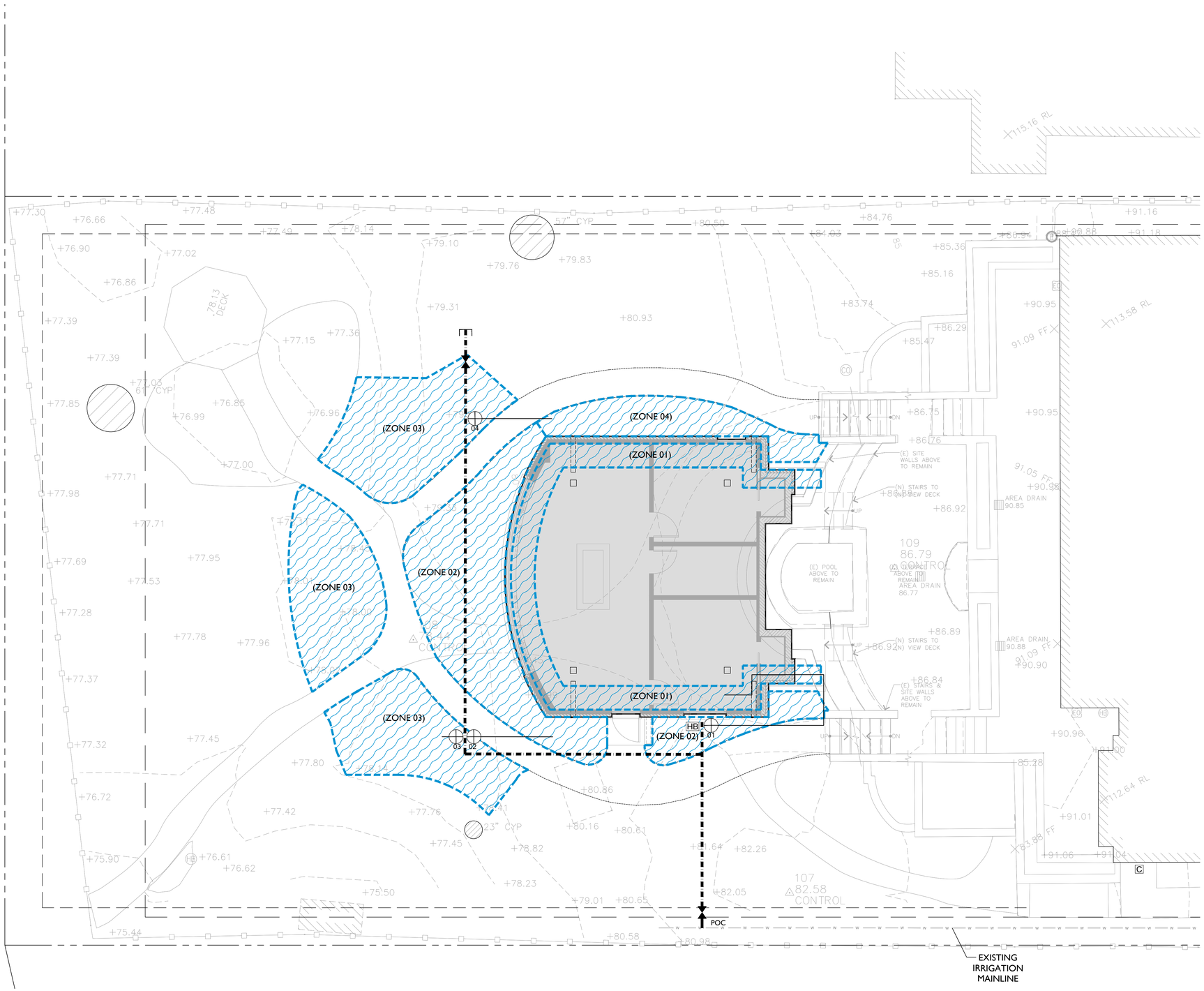
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IRRIGATION NOTES

SHEET NO:
L-3.0

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SCALE: 3/16"= 1'-0"

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N

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LANDSCAPE ARCHITECTS

2548 EMPIRE GRADE
SANTA CRUZ, CA 95060
831.466.9617

LICENSED LANDSCAPE ARCHITECT
SPENCER PHILLIPS
NO. 6525
Signature
11-30-27
Renewal Date
10-31-25
Date
STATE OF CALIFORNIA

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IRRIGATION PLAN

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L-3.1

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REPORT
to
STEPHEN P. DIAMOND
C/O MS. JULIE PAULSON
INTERNATIONAL DESIGN GROUP
721 LIGHTHOUSE AVENUE
PACIFIC GROVE, CALIFORNIA 93950

GEOTECHNICAL and GEOLOGICAL HAZARDS REPORT for the proposed DIAMOND RESIDENCE ADU and IMPROVEMENTS SCENIC ROAD 5 NW of 8TH AVENUE CARMEL BY THE SEA, CALIFORNIA 93921 A. P. N. 010-312-012-000

by

GRICE ENGINEERING, INC.
561-A BRUNKEN AVENUE
SALINAS, CALIFORNIA 93901
NOVEMBER 2025

DS 25206 (Diamond)
Attachment 3 - Geotechnical and Geological Hazards Report

Planning Commission Meeting
April 8, 2026

GRICE ENGINEERING INC

ENGINEERING GEOTECHNICS SEPTIC HYDROLOGY
FOUNDATIONS SOILS EARTH STRUCTURES

561A Brunken Avenue
Salinas, California 93901
griceengineering@sbcglobal.net

Salinas: (831) 422-9619
Monterey: (831) 375-1198
FAX: (831) 422-1896

File No. 8091-25.10
November 01, 2025

Stephen P. Diamond
C/O Ms. Julie Paulson
International Design Group
721 Lighthouse Avenue
Pacific Grove, California 93950

Project: Diamond Residence
ADU and Improvements
Scenic Road 5 NW of 8th Avenue
Carmel by the Sea, California 93921
A. P. N. 010-312-012-000

Subject: Geotechnical and Geological Hazards Report

Dear Mr. Diamond,

Pursuant to your request, we have completed our geotechnical and geological hazards investigation and evaluation of the above-named site. It is our opinion that this site is suitable for the proposed development, provided the recommendations made herein are followed.

In general, the surface soils to a moderate depth are loose fill.. These and other site characteristics need to be taken into account during design and construction of an accessory dwelling unit and associated improvements. Recommendations are given relative to this and other characteristics within the report and noted under Special Recommendations.

Review of the geologic hazards on and nearby the site indicates no unusual or significant geologic features are located on or nearby which will likely affect the site, buildings or proposed construction. The greatest hazard to construction and occupants of such is seismic shaking during earthquakes which is addressed in conformance with the California Building Codes.

The report contained herein is made with our best effort to evaluate the site, determine the site geotechnical conditions and provide recommendations for those conditions. We submit this report with the understanding that it is the responsibility of the owner, or his representative, to ensure incorporation of these recommendations into the final plans, and their subsequent implementation in the field.

In addition, we recommend that GRICE ENGINEERING, INC., be retained to review the project plans and provide the construction supervision and testing required to document compliance with these recommendations. Should any site condition not mentioned in this report be observed, this office should be notified so that additional recommendations can be made, if necessary.

This report and the recommendations herein are made expressly for the above referenced project and may not be utilized for any other site without written permission of GRICE ENGINEERING, INC.

Please feel free to call this office should you have any questions regarding this report.

Very truly yours,
GRICE ENGINEERING, INC.



Lawrence E. Grice, P.E.
R. C. E. 66857

NOTICE TO OWNER

Any earthwork and grading performed without direct engineering supervision and material testing by Grice Engineering, Inc., will not be certified as complete and in accordance with the requirements set forth herein.

Foundations placed without observation of bearing conditions, in accordance with the requirements set forth herein, will not be certified.

Inspection of Work

It is recommended that all site work be inspected and tested during performance by this firm to establish compliance with these recommendations.

NOTIFY: GRICE ENGINEERING, INC. SALINAS (831) 422-9619
561-A Brunken Avenue MONTEREY (831) 375-1198
Salinas, California 93901

EMAIL ADDRESS: griceengineering@sbcglobal.net

A minimum of 48 hours (2 working days) notification is required prior to commencement of work so that scheduling for testing and inspections can be made.

Please be advised costs incurred during inspection and testing of all site work are separate and not considered part of the fees as charged by Grice Engineering, Inc., for the report contained herein.

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GEOTECHNICAL and GEOLOGICAL HAZARDS REPORT for the proposed DIAMOND RESIDENCE ADU and IMPROVEMENTS SCENIC ROAD 5 NW of 8TH AVENUE CARMEL BY THE SEA, CALIFORNIA 93921 A. P. N. 010-312-012-000

Introduction, Method and Scope of Investigation

The purpose of this report is to evaluate the geotechnical and geological hazard properties of the site relative to the construction of an accessory dwelling unit, ADU and associated improvements. From these findings recommendations are given for the design of the development and subsequent construction.

For this purpose, the site was investigated, and prior information concerning construction and subsurface exploration in this area was examined for soils and materials data. The investigation consisted of a detailed site evaluation, which included a site inspection, review of literature available to GRICE ENGINEERING, INC., including Site Plans from International Design Group, geotechnical drilling and soil sampling, material evaluation, and analysis of the geotechnical and geological hazard properties of the site soils. This report concludes the results of the investigation and provides recommendations based on that work.

The findings and recommendations contained in this report are applicable only to the above-named site and its proposed development, and may not be utilized for any other site or purpose without written permission of GRICE ENGINEERING, INC.

Site Description

The project site is located to the west of Scenic Road 300 feet north of the intersection with 8th Avenue in the City of Carmel by the Sea, an incorporated area located in westernmost Monterey County, California. Please refer to the Vicinity and Location Maps and the Site Map in Appendix “A” for details.

The topography of the 0.37 acre site is located on a shallow bench to the east of Carmel Beach. Currently a residence is located centrally on the eastern portion of the site and is provided with a patio along the western side. The majority of the site, is covered with grass, brush and scattered trees.

The proposed development includes a accessory dwelling unit located adjacent to and west of the residences patio. The single story addition will provide living space and have a flat roof providing a deck accessible from the existing patio.

The proposed finish floor is positioned approximately 12 feet below the patio grade (lower finish floor). Review of the proposed section indicates the proposed structure will be embedded below existing grade approximately 3 feet along the existing patio and approximately 1 foot along the western extent.

The accessory dwelling unit is to have a footprint of approximately 800 square feet. The structure is presumed to be of conventional wood framing where above grade with concrete walls around the eastern end where embedded below grade. Support is currently proposed to be provided by shallow spread footings and the interior is to have a concrete slab on grade floor. Subsurface conditions as discussed further in the report may enlist other methods of support.

Field Investigation

Our field investigation consisted of a site inspection, along with drilling and sampling 5 exploratory bores to establish the subsurface soil profile, and obtain sufficient soil specimens to determine the soil characteristics. Drilling was accomplished by hand auger, with the spoil constantly examined, classified, and logged by field method in accordance with the Unified Soil Classification Chart[1], which, is the basis of ASTM D-2487-10. In the hand augured bores, penetration resistance values were obtained through use of a dynamic cone penetrometer (ASTM Special Technical Publication #399). The blow count, as measured in this method is Standard Penetration Resistance.

For the location of each boring, please refer to the Site Map in Appendix “A.”

* *In-situ* refers to the in place state of soil. *In-situ* native soils are those which are in-place as deposited by nature and have not been disturbed by man’s actions in the historic past.

1 Adopted 1952 by Corps of Engineers and Bureau of Reclamation. ASTM D-2487 was developed as based on the Uniform Soils Classification Chart and System. The methods are equivalent.

Site Soil Profile

As found in the exploratory drilling, the site soils are generally consistent between each of the bores.

The five bores encountered fill materials to depths ranging from 2.5 feet in the fifth bore to 9.5 feet in the fourth bore. The first bore encountered loose fill and debris to a depth of 4.9 feet at which depth refusal was meet on concrete debris. The fourth bore also encountered debris including decaying wood, possibly a rotten tree stump. Voids were encountered within this deposit.

The second bore encountered fill to a depth of 3 feet at which depth a layer of geotextile was encountered overlaying a granite gravel of angular form indicating the material to be an imported aggregate. This is presumed to be a storm water dispersal bed.

The native topsoil encountered below the noted fill were comprised of fine sands improved with humic materials giving the sands a brown to dark brown color. These sands contained trace to few amounts of silt and were observed moist and loose-medium dense.

The sands continue with depth and pale in color to an off white with some grey hues. These materials have lower silt content, were moist and become medium dense to dense.

Complete soil characteristics and comments are reported on the boring logs at the depths observed. The logs are located in Appendix “B.”

Groundwater

No groundwater was encountered at this site to the maximum depth of exploration, approximately 13 feet below grade.

GEOLOGIC AND GEOLOGICAL HAZARDS INVESTIGATION

Introduction

The purpose of this report section is to evaluate the site and the surrounding areas to determine the geologic characteristics and potential geologic hazards pertaining to the site development and improvements.

In general this includes an inspection and classification of the local rock outcrops, a detailed site inspection for fault induced features or other potential hazards and a field evaluation of the local geology. A search of published and unpublished data was performed to collate geologic information as it pertains to this property. The literature reviewed was extensive and consisted of comparing field observations with published data, analysis of site soil conditions, correlation of site observations with local hazard maps (ground failure, seismicity, dam failure and inundation, etc.) and an analysis of site seismicity.

The Vicinity and Location Map shows the location of interest, with the indication of the site.

Regional Geology

Geologically, the State of California can be separated into natural geomorphic provinces which reflect fundamental differences in both geography and geology. Monterey County is located in the Coast Range Province. This province consists of thick folded Cenozoic sedimentary rocks and a very distinctive triad of core rocks. The sediments are predominately sandstone, shale or mudstone and vary greatly depending on location. The core rocks of this province consist of three distinct late Mesozoic terrains: The Salinian Block, The Franciscan Series, and The Great Valley Sequence.

The Salinian Block is a complex of granite and high grades metamorphic rocks including gneiss, schist, quartzite, marble and granulite. In this region the granite has been dated as early Cretaceous (C.O. Hutton, 1952). The Franciscan Complex is a heterogeneous assemblage of sandstone, siltstone, shale, volcanic greenstone and chert. It has undergone metamorphism, severe dislocation and pervasive shearing and is only exposed along the Coast to the West of the Sur-Nacimiento Fault Zone and East of the San Andreas Fault Zone. The Great Valley Sequence extends along the East flank of the Coast Ranges near the margins of the Sacramento and the San Joaquin Valley and is a well-ordered series of marine sandstone, shale, mudstone and conglomerate.

Site Geology

The site geology has been mapped by various researches and compiled on the Geologic Map of the Monterey Peninsula, DF-71, Dibblee Jr. (Reference 23). Notations on this map indicate the site lithology to be “Qs beach sediments, ranging from sand to cobble-boulder gravel”.

Our observation with the local geology is consistent with above.

Seismic History

Although no fault traces are thought to directly cross the building site, Monterey County is traversed by a number of faults most of which are relatively minor hazards for the purposes of the site development. As such, this site will experience seismic activity of various magnitudes emanating from one or more of the numerous faults in the region.

Various maps presently exist, allowing observation on the site of distinctive geologic features. Some maps, such as that by Burkland and Associates (Reference No. 10) developed for Monterey County, are compilations from various sources detailing the locations of studied faults. Faults have inherent variances within their zones, and discoveries of new fault segments or entire faults ongoing. There is also some difference in exact fault line location from source map to map, making precise location of said faults difficult. Therefore, relative to the information contained within this report, the following is considered to be as accurate as is currently possible from information made available to Grice Engineering, Inc.

Active Fault Near-Source Zones

The Fault Maps as developed for the 1997 Uniform Building Code (California Department of Conservation, Division of Mines and Geology, February 1998, Ref 13) list faults and fault zones for the purpose of determining characteristics relative to seismic engineering. These maps indicate the position of active fault zones which are grouped in three categories, A, B and C, in decreasing influence. For this purpose an active fault is one which has tectonic movement in the last 11,000 years and as such is called a Holocene Fault. Other faults, which have been active during the Pleistocene Period (11,000 to 3,000,000 years ago), but without recent movement, are considered "Potentially Active," while faults with no activity within these time frames are considered "Inactive." The following are the nearest listed zones.

Of most concern are active faults which have tectonic movement in the last 11,000 years and as such are called Holocene Faults and potentially active faults. The following are those nearest listed (Reference No. 33).

The nearest B-type fault zone is that of the San Andreas Rift System (Creeping Segment), located approximately 29.5 miles to the northeast. It has the greatest potential for seismic activity with estimated intensities of VI-VII Mercalli in this location. This fault is listed as a A-type fault (Santa Cruz Mountains Section) perpendicular to the site. However, it is listed as an B-type to the south (Creeping Section).

Other B-type fault zones are the Monterey Bay-Tularcitos Fault Zone, the center of which is located approximately 6.0 miles to the northeast, the Rinconada Fault Zone, approximately 10.9 miles to the northeast, the San Gregorio-Palo Colorado (Sur) Fault Zone, approximately 4.7 miles to the southwest, and the Zayante-Vergeles Fault Zone, approximately 25.1 miles to the northeast. These zones are not as liable to rupture as the San Andreas Fault and a seismic event at any of the above fault zones would likely produce earth movements of a lesser intensity at the site.

Local Faults

In addition to the fault zones as discussed above, the local faults are as listed below and as shown on the following maps, “Preliminary Geologic Map of the Monterey and Seaside 7.5 minute Quadrangles, Monterey County, California, with emphasis on active faults” (Reference No. 16), “Geological Map of the Monterey and Seaside 7.5 minute Quadrangles, Monterey County, California: A Digital Database” (Reference No. 17), “Geologic Map of the Monterey Peninsula and Vicinity, Monterey, Salinas, Point Sur., and Jamesburg 15-Minute Quadrangles, Monterey County” (Reference No. 23), “Fault Activity Map of California: California Geological Survey Geologic Data Map” (Reference No. 33), and “Quaternary Fault and Fold Database for the United States” (Reference No. 47) including the USGS overlay on Google Earth.

TABLE OF LOCAL FAULTS

FAULT, PERPENDICULAR TO SITE	APPROXIMATE DISTANCE FROM SITE	DIRECTION	TIME OF LAST DISPLACEMENT ON FAULT (Ref. 32)
Hatton Canyon	1.02 miles	Northeast	Quaternary
Cypress Point Fault	0.53 miles	Southwest	Quaternary

Major Earthquakes

Earthquakes with the highest intensities experienced in the area are the result of the 1906 San Francisco (Olema) and the 1989 Loma Prieta Earthquakes along the San Andreas Fault.

The epicenter of the 1906, 8.3 (Richter) earthquake was at Olema, approximately 89 miles north of the site. The intensity in the vicinity of this site was estimated to be between VI and VII, Modified Mercalli Scale.

The Loma Prieta Earthquake of October 17, 1989, was centered in the Santa Cruz Mountains, approximately 33 miles north of the site. This Magnitude 7.1 (Richter) earthquake also developed an intensity of VI within the vicinity of this site.

Seismic Hazards

A: Ground Rupture: Surface rupture occurs during an earthquake when fault displacement breaks the ground surface along the historic trace of a fault. Our site investigation confirms there are no visible signs of a fault induced features or indications to suggest that a fault directly crosses the site. Therefore, risks from ground ruptures at the site are low.

B: Ground Failures: Ground failures are related to the intensity and duration of the shaking caused by an earthquake, as well as local conditions. A search of historic ground failure documentation indicates that no historic ground failures have occurred at or in the vicinity of the project site nor was visible evidence of such occurrences observed. Therefore, the risks from ground failures at the site are low.

The California Division of Mines and Geology considers four types of ground failures: (1.) Liquefaction, (2.) Lurch Cracking and Lateral Spreading, (3.) Landslides, (4.) Differential Compaction.

1. Liquefaction: Liquefaction is the loss of strength in saturated granular soils produced by seismic shaking and is often accompanied by the surface occurrence of free water produced by sand boils. For this to occur, the soils must be saturated, at a relatively shallow depth, of a granular (non cohesive) nature, and be relatively loose.

General liquefaction susceptibility based on depth to groundwater is as follows; if less than 10 feet, maximum possible susceptibility for liquefaction to occur is very high, depths from 9-30 feet have a moderate possible susceptibility and groundwater depths greater than 30 feet, liquefaction susceptibility is low.

Historic records of liquefaction indicate this area has not exhibited liquefaction or sand boils, an indication of partial liquefaction. In conjunction with the medium dense to dense soils at a relatively shallow depth it is our opinion the site has a low potential for liquefaction.

2. Lurch Cracking and Lateral Spreading: Soil shaken by an earthquake may settle, become compacted or slide which may produce cracks and fissures, such effects are called lurch cracking. Lateral spreading is the horizontal movement of soil masses caused by seismic waves, usually such movement is toward an open face or steep slope and occurs along weakened strata of saturated soils.

As the soils at the proposed site are medium dense to dense, they therefore have a low susceptibility to the effects and damage from lurch cracking.

3. Landslides: Landslides are generally mass movements of loose rock and soil, either dry or water saturated and is usually gravity driven. Obviously, steep slopes enhance such movements.

As no steep slopes exist adjacent to the site and the site is underlaid by medium dense to dense sands the site generally has minimal potential from the threat of landslides.

4. Differential Compaction: Differential Compaction is a loss of volume resulting from seismic ground shaking. Generally, for this to happen the site soils must be of low relative density and dilatant. Differential Compaction is more likely in water saturated, low density alluvial material, such as paleo-swamps and/or marshes, or strata of low density and of fine-grained silt and sand.

The recommendations given in this report preclude any potential of differential compaction.

5. Differential-Total Settlement-Static and Dynamic: The recommendations given in this Geotechnical Report is such that concerns of settlement are negligible. The total settlement is expected to be less than 1/4 an inch and the expected differential settlement less than one half that.

C: Ground Shaking: Ground shaking is the soil columns response to seismic energy transmission. Intensity of ground shaking and the potential for structural damage is greatly influenced by local soil conditions. Therefore, it is important that all structures be designed and built in accordance with the requirements of the Uniform Building Code current edition, Seismic Zone IV. All buildings should be founded on undisturbed native soil and/or accepted engineered fill to prevent resonance amplification between soil and structure.

D: Tsunamis and Seiches: Tsunamis and Seiches are inundations by oceanic or fresh water waves generated by seismic events. The highest recorded wave height in the Monterey Bay is 9 feet and no bodies of fresh water are near the site. Since the site is approximately 40 feet above sea level there is little potential for inundations due to Tsunamis or Seiches. As such, the property is deemed safe from either hazard.

E: Inundation Due to Dam Failures: The site is not within the inundation plane of any dam.

F: Inundation Due to Storm Flooding: The Federal Emergency Management Agency Flood Limits Map does not show the parcel within the 100 year event or the building area at an elevation lower than the Coastal Flooding Zone VE designated as being at an elevation of 16 feet.

Hydro-Collapse and Subsidence

As observed, the near surface soils up to an approximate depth of 9.5 feet are sufficiently soft to possess some capacity to settle under hydraulic loading. Some amounts of voids and debris was observed to these depths. The recommendations given in this report were established to reduce the potential of this occurring.

The area is not within a known Subsidence Zone.

Slope Stability

Inspection of the site indicates that no landslides are located above or below the building area and the area is generally not susceptible to a slope failure due to the shallow to moderate slopes.

Seismic Strength Loss

The site soils are considered resistant to seismic strength loss and the resulting momentary liquefaction. The relatively short duration of earthquake loading will not provide a significant number of high amplitude stress cycles to alter the strain characteristics. Additionally the clay-silt fraction is not considered quick nor sensitive, as such it will not have the associated loss of strength.

Chemical Reactivity

The area is well developed with structures, generally found on Portland Cement products. Additionally these structures date back to the 1950's or earlier. Much of the concrete used in these structures has remained as cast. The area soils are not known for sulfate reaction with Portland Cement products and as such chemical reactivity is not considered a problem in this area.

Expansive Soils

In general the site soils generally fine sands with low amounts of silts or clays. These soils are typical to the area. Expansivity has not been influential to the local existing structures or pavements as no deformations attributable to expansive soils were observed. Additionally there are no known problems with expansive soils in the area.

Surface Rupture and Lateral Spreading

The project site is located 0.53 miles to the northwest of the Cypress Point Fault. The site inspection did not reveal any surface features indicating a fault rupture has occurred at the site. The existing structures, driveways and roads do not reveal any strains which would be attributable to subsurface lateral or vertical displacements

resulting from a fault slip. Therefore, surface rupture from fault activity across the site is considered improbable.

The project site is underlain by relatively strong soils. These materials are considered resistant to lateral spreading. As such surface rupture from lateral spreading is considered improbable.

Seismicity

It is recommended that all structures be designed and built in accordance with the requirements of the California Building Code current edition. All buildings should be founded on undisturbed native soil and/or certified engineered fill to prevent resonance amplification between soil and structure.

2022 California Building Code Geoseismic Classifications

The California Building Code, 2022 Edition (Reference No. 14), provides for seismic design values. These values are to be utilized when evaluating structural elements. The soils profile determination is based on the penetration resistance data developed from advancement of exploratory bores. Using averaged penetration values per depth of soil type gives an overall site value of 15 to 50 blows/foot penetration resistance as per Equation 20.4-3, ASCE 7-16 and Supplement 1 (02/01/19). The Geoseismic character is as listed in the following table.

2021 IBC - 2022 CBC EARTHQUAKE LOADS: SECTION 1613				
LATITUDE	36.553376	SOIL PROFILE:	Stiff Soils	
LONGITUDE	-121.929166	SITE CLASS	D	
PERIOD	S	F	Sm	Sd
0.2 sec	Ss = 1.259	Fa = 1.000	Sms = 1.259	Sds = 0.839
1.0 sec NOTE 1	S1 = 0.475	Fv = Note 1	Sm1 =	Sd1 =
Seismic Design Category to be assigned by Structural Engineer or Designer				

Note 1: Refer to Section 11.4.8 ASCE 7-16 for other requirements.

CONCLUSIONS OF INVESTIGATION

In general the suitable *in-situ** native soil and certified engineered fill are acceptable for foundation purposes and display engineering properties adequate for the anticipated soil pressures, providing the recommendations in this report are followed. Review of documents and site evaluation indicates the parcel is not subject to Geologic Hazards other than seismic events.

Special Recommendations

Significant loose fill containing some debris was observed in all of the exploratory bores. The deepest portions were observed in the first and fourth bores near to the edge of the existing retaining wall forming the patio. The second bore encountered what is presumed to be a gravel filled storm water dispersion pit.

After encountering this unqualified material the existing patio structure and terrain was evaluated. No notable deformations were observed. The lack of deformations generally presents an interest into the type of foundation upon which the patios retaining wall and other structures were built as the presence of stacked concrete and wood with significant voids would presumably lead to settlement.

The terrain to the north and south of the property did have undulations as typical to active dune deposits forming a depression landward of the fronting dune. Envisioning the continuance of the depression onto this property suggests the fill may have been placed to raise and level the yard as well as reduce material off haul as indicated by the buried debris.

As such some amount of field observations will need to be completed during the initial stage of construction with further recommendations issued as necessary. Depending on the embedment depth of the foundation supporting the retaining wall of the adjacent patio and features (spa), underpinning of the foundation may be necessary.

Suitable bearing materials currently present as observed in the subsurface explorations are the medium dense sands below the native topsoil.

In general it is recommended that all unsuitable materials be processed as engineered fill in the condition they would support foundations or on-grade engineered structures such as interior floor slabs. Due to the variable depth of un-qualified fill and topsoil the depth of such processing would need to be determined in the field.

The area has been developed and as such underground utilities may be located within the area of proposed construction. In addition, buried objects or deeply disturbed soils may also be encountered. As such, all care and practice is to be exercised to observe for and locate any such objects. Where these objects are to be removed or use discontinued, they are to be removed in their entirety and all disturbed soils are to be processed as engineered fill.

The base of all excavations and over excavations are to be inspected by the Soils Engineer prior to further processing, steel or form placement.

Any further site activity, especially grading and foundation excavations, should be under the direction of a qualified Soils Engineer or their representative.

Should the spectrum of development change, this office should be notified so that additional recommendations can be made, if necessary.

* Suitable, *in-situ,* native soils are those soils which are in-place as deposited by nature and have characteristics adequate for support of the intended load or application.

Foundations and Footings

The subsurface exploration noted conditions that will need further evaluation during the initial stages of construction. Under the presumption that a building pad comprised of engineered fill can be developed, support can be provided by shallow foundations. The minimum embedment for shallow, spread foundation is 12 inches for single stories, 18 inches for two stories into suitable engineered fill. Embedment depths do not take into account the loose upper top soils, disturbed soils or any other unacceptable soils which exist at the site, e.g., any unengineered fill, landscaping soils, etc.

VERTICAL SOIL PRESSURES[1]	
FOOTING TYPE	DEAD + LIVE LOAD, kips/ft^2
Spread & Isolated NOTE 3	3.0
LATERAL SOIL PRESSURES[1]	
TYPE	VALUE, lbs/ft^2
Active Earth Pressure	28 lbs/ft^3 E.F.P.
Restrained Earth Pressure	45 lbs/ft^3 E.F.P.
Seismic	3 lbs/ft^3 x H^2 applied at 0.6H
Friction at Base	0.38 × Dead Load
Passive Earth Pressure	325 lbs/ft^3 E.F.P. NOTE2
Uplift Friction (rock)	210 lbs/ft^2 × H

Notes: LL = Live Load; DL = Dead Load; H = Vertical height of material retained.
One-third increase to be allowed for wind and seismic forces.
[1] For depths into acceptable native materials or engineered fill.
[2] Excludes near surface 0.5 feet of *in-situ* soils.
[3] For depth into suitable materials

Pile or pier foundation information is not provided as none are required or proposed at this time. All foundation excavations are to be cleaned of debris and loose or otherwise unsuitable soils prior to placement of concrete.

* Suitable, *in-situ,* native soils are those soils which are in-place as deposited by nature and have characteristics acceptable for support of the intended load or application.

Slabs-on-Grade

All slabs should be constructed over a prepared subgrade placed on a suitable *in-situ** native material or certified engineered fill. The site exploration observed that the existing surficial soils are comprised of un-qualified fill soils and wood debris to depths of approximately 9.5 feet. These materials should not be relied upon for support of slabs-on-grade or other surficial structures.

As such, where any unsuitable materials remain after excavation to subgrade, they are to be processed as engineered fill, prior to further fill placement or construction of the on-grade structure. At a minimum the upper 6 inches of subgrade below all surficial structures should be processed as engineered fill in areas of on-grade structures.

The subgrade materials should be observed and accepted by a qualified Soils Engineer or their representative prior to placement of forms, reinforcing or concrete.

On-grade slabs should be placed over a moisture vapor barrier consisting of a waterproof membrane (Moist Stop 10 mil Visqueen or equal) with a 2-inch protective sand cover. The waterproof membrane should be placed over a capillarity break consisting of 4 inches of open graded rock, round and sub-round rock is recommended to prevent punctures of the membrane. Open graded crushed aggregate may be utilized, provided the vapor barrier is protected from punctures by a cushion of filter fabric (Mirafi 140N or equal) laid over the aggregate prior to placement of the membrane. Where such concerns are not warranted, alternative underlayment may be utilized at the owners discretion.

All care and practice required to prevent punctures of the membrane during placement and pouring of covering slabs should be utilized during construction. Unless otherwise required for structural purposes, all slabs should be reinforced with a minimum of No. 4, Grade 40, deformed steel reinforcing bars, 24 inches o.c., each way, to prevent separation and displacement in cases of cracking.

* Suitable, *in-situ,* native soils are those soils which are in-place as deposited by nature and have characteristics acceptable for support of the intended load or application.

Specifications for Rock Under Floor Slabs

Definition: Graded gravel of crushed rock for use under floor slabs shall consist of a minimum thickness of mineral aggregate placed in accordance with these specifications and in conformance with the dimensions shown on the project plans. The minimum thickness is specified under the section Slabs-on-Grade above.

Material: The mineral aggregate for use under floor slabs shall consist of broken stone, crushed or uncrushed gravel, quarry waste, or a combination thereof. The aggregate shall be free from adobe, vegetable matter, loam, volcanic tuff, and other deleterious substances. It shall be of such quality that the absorption of water in a saturated dry condition does not exceed 3 percent of the oven dry weight of the sample.

Grading: The mineral aggregate shall be of such size, that the percentage composition by dry weight as determined by the use of laboratory sieves, U.S. Standard, in compliance with ASTM C-136-06, “Standard Method for Sieve Analysis of Fine and Coarse Aggregates,” will conform to the following grading specification:

SIEVE SIZE	PERCENTAGE PASSING SIEVE
3/4 inch	100 %
No. 4	0 - 10 %
No. 200	0 - 2 %

Placing: Subgrade upon which gravel or crushed rock is to be placed shall be prepared as outlined in the Recommended Grading Specifications. In addition, the subgrade shall be kept moist so that no drying cracks appear prior to pouring slabs. If cracks appear, subgrade shall be moistened until cracks close.

Slope Ratio and Drainage

Analysis of site soils indicate that cut and fill slope ratios of 2 horizontal to 1 vertical will be satisfactory provided they are landscaped with soil retaining ground covers and are protected against concentrated over slope drainage.

Surface Drainage and Erosion Control

All concentrated roof and area drainage should be conveyed and released to the lower portions of the site. The surficial native due sands are considered of moderate to high permeability, as such surficial release of collected runoff should perform suitably. A subsurface dispersal system can be used on this site but should be placed no closer than 10 feet to any structure and is to be provided with an overflow releasing to grade at a safe location.

Design and construction of the project should fit the topographic and hydrologic features of the site. It is important to minimize unnecessary grading of or near steep slopes. Disturbing native vegetation and natural soil structure allows runoff velocity and transport of sediments to increase.

General surface drainage should be retained at low velocity by slope, sod or other energy reducing features sufficient to prevent erosion, with concentrated over-slope drainage carried in lined channels, flumes, pipe or other erosion preventing installations.

Runoff flows should be directed into pipes or lined ditches and then onto an energy dissipater before discharging into streams or drainage ways. De-silting should be provided as necessary and may take form of stilling basins, gravel berms, forested/vegetated screens, etc.

Recent changes to the drainage requirements have the potential to alter drainage patterns. This has been observed to affect structures which have otherwise not been affected or to alter the way they are affected. As such new drainage modifications on this and adjacent parcels may negatively affect drainage patterns.

During construction, never store cut and fill material where it may wash into streams or drainage ways. Keep all culverts and drainage facility free of silt and debris. Keep emergency erosion control materials such as straw mulch, plastic sheeting, and sandbags on-site and install these at the end of each day as necessary.

Re-vegetate and protect exposed soils by October 15. Use appropriate grass/legume seed mixes and/or straw mulch for temporary cover. Plan permanent vegetation to include native and drought tolerant plants. Seeding and re-vegetation may require special soil preparation, fertilizing, irrigation, and mulching.

Subsurface Drains

Use of spun filter fabric is not recommended for use in construction subsurface drains as this type of fabric typically becomes clogged. Should filter fabric be necessary it is recommended that a woven fabric be used such as Mirafi Filterweave 300. Filter fabric should only be utilized to separate gravel from earth or as cover at grade. Complete encapsulation of the gravel is not recommended.

Otherwise we would recommend omission of the fabric and placement of Caltrans Class 1, Type “A” or “B” drain rock, and that any fabric only be placed near the top of the trench between the gravel and earth backfill or where the gravel extends to grade 1 foot below finished grades.

CLASS 1		
SIEVE SIZES	**PERCENTAGE PASSING**	
	TYPE A	TYPE B
50.0-mm/2 inches	----	100
37.5-mm/1.5 inches	----	95-100
19.0-mm/0.75 inches	100	50-100
12.5-mm/0.5 inches	95-100	-----
9.5-mm/0.415 inches	70-100	15-55
4.75-mm/No. 4	0-55	0-25
2.36-mm/No. 8	0-10	0-5
75.0-µm/No. 200	0-3	0-3

General Grading Recommendations

For those items not directly addressed, it is recommended that all earthwork be performed in accordance with the following.

General: This item shall consist of all clearing and grubbing, preparation of land to be filled, excavation and fill of the land, spreading, compaction, and control of the fill, and the subsidiary work necessary to complete the graded area to conform with the lines, grades and slopes as shown on the approved plans.

The Contractor shall provide all equipment and labor necessary to complete the work as specified herein, as shown on the approved plans as stated in the project specifications.

Preparation: Site preparation will consist of clearing and grubbing any existing structures and deleterious materials from the site, and the earthwork required to shape the site to receive the intended improvements, in accordance with the recommended grading specifications and the recommendations as provided above.

All vegetable matter, irreducible material greater than 4 inches and other deleterious materials shall be removed from the areas in which grading is to be done. Such materials not suitable for reuse shall be disposed of as directed.

After the foundation for fill has been cleared, it shall be brought to the proper moisture content by adding water or aerating and compacting to a Relative Compaction of not less than 90% or as specified. The soils shall be tested to a depth sufficient to determine quality and shall be approved by the Soils Engineer for foundation purposes prior to placing the engineered fill.

General Fill: The general fill shall be placed only on approved surfaces, as engineered fill, and shall be compacted to 90% Relative Compaction. Native soils accepted for the fill or the existing aggregate fill may be used for fill purposes provided all aggregate larger than 6 inches are removed. The material for the engineered fill shall be approved by the Soils Engineer before commencement of grading operations.

Each layer shall be compacted to a Relative Compaction of not less than 90% or as specified in the soils report and on the accepted plans. Compaction shall be continuous over the entire area of each layer.

The selected fill material shall be placed in layers which, when compacted, shall not exceed 6 inches in thickness. Each layer shall be spread evenly and shall be thoroughly mixed during the spreading to ensure uniformity of material in each layer. The fill shall be placed such that cross fall does not exceed 1 foot in 20 unless otherwise directed.

When fill material includes rock or concrete rubble, no irreducible material larger than 4 inches greatest dimensions will be allowed except under the direction of the Soils Engineer.

Imported Materials: Materials imported for fill purposes shall be classified as: SAND, group symbol SW, SP, SC or SM, as given in ASTM 2487-10, "The Classification of Soils for Engineering Purposes." In all cases the portion finer than the No. 200 sieve shall not contain any greatly expansive clays and shall be free from vegetable matter and other deleterious materials. The material for the engineered fill shall be approved by the Soils Engineer before commencement of grading operations.

Structural Backfill: Trench, wall and structural backfill shall be placed only on approved surfaces, as engineered fill, and shall be compacted to 95% Relative Compaction. Materials imported for backfill purposes shall have a Sand Equivalent of no-less than 30 and shall be classified as Clean Sands as designated in "The Classification of Soils for Engineering Purposes" (ASTM 2487-10).

Pavement Grades: All pavement grades shall be of uniform thickness, density and moisture prior to placement of the next grade. Flexure of each or all grades shall not exceed 0.25 inches in 5 feet under an axial load of 18.5 kips.

Aggregate Base Course: All aggregates used for specified base courses, shall be handled in a manner which prevents segregation and non-uniformity of gradations.

Compaction: All re-compacted soil and/or the engineering fill, should be placed at a minimum 90% Relative Compaction or at the value required for that portion of the work. All pavement sections should be compacted to a minimum of 95% Relative Compaction.

Field density testing shall be completed by the Soils Engineer on each compacted layer or as determined by the Soils Engineer. At least one test shall be made for each 500 cubic yard or fraction thereof, placed with a minimum of two tests per layer in isolated areas. Where a sheep-foot roller is used, the soil may be disturbed to a depth of several inches.

Density tests shall be taken in compacted materials below the disturbed surface. When these tests indicate that the density of any layer of fill or portion thereof, is below the required density, that particular layer or portion shall be reworked until the required density has been obtained.

Moisture: During compaction moisture content of native soils should be that consistent with the moisture relative to 95% Relative Compaction and in no case should these materials placed at less than 3 percent above the specific optimum moisture content for the soil in question. The engineer may elect to accept high moisture compact soils provided the materials are at 95% Relative Wet Density at that moisture content.

The moisture content of the fill material shall be maintained in a suitable range to permit efficient compaction. The Soils Engineer may require adding moisture, aerating, or blending of wet and dry soils.

All earth moving and work operations shall be controlled to prevent water from running into and pooling in excavated areas. All such water shall be promptly removed and the site kept drained.

Tests: All materials placed should be tested in accordance with the Compaction Control Tests: "Density of Soil in-place by Sand Cone Method" (ASTM D-1556-07), "Moisture-Density Relationship of Soils" (ASTM D-1557-09), and "Density of Soils in-place by Nuclear Method" (ASTM D-6938-10).

The standard test used to define maximum densities of all compaction work shall be the "Moisture-Density Relationship of Soils" (ASTM D-1557-09), using a 10-pound ram and 18-inch drop. All densities shall be expressed as a relative density in terms of the maximum density obtained in the laboratory by the foregoing standard procedure.

Deleterious Materials: Materials containing an excess of 5% (by weight) of vegetative or other deleterious matter may be utilized in areas of landscaping or other nonstructural fill. Deleterious material includes all vegetative and non-mineral material, and all non-reducible stone, rubble and/or mineral matter of greater than 6 inches.

Over-Excavations: Over-excavations, when required, should include the foundation and pavement envelopes. Such excavations should extend beyond the edge of development a minimum of 5 feet and to an imaginary line extending away and downward at a slope of 45 degrees from the edge of development.

Depending on other site characteristics such lateral over-built distances are not suitable or practical. In these cases a specific inspection can be completed to assess the condition and develop more appropriate recommendations.

The process shall include the complete removal of the required soils and subsequent placement of the engineered fill. After removal of the soils to the required depth, the base of the excavation shall be inspected and approved by the Soils Engineer or his representative prior to further soils processing or placement. Based on this inspection other recommendations may be made.

Existing Conditions: In developed areas underground utilities may be located within the area of proposed construction. In addition, buried objects or deeply disturbed soils may also be encountered. As such, all care and practice is to be exercised to observe for and locate any such objects. Where these objects are to be removed or use discontinued, they are to be removed in their entirety and all disturbed soils are to be processed as engineered fill.

Key: All fill on slopes greater than 1 vertical to 6 horizontal shall be keyed into the adjacent soil. The toe of all slopes should be supported by a key cut a minimum of 3 feet into undisturbed soils to the in side of the fill toe. This key should be a minimum of 6 feet in width and slope at no-less than 10% into the slope. In addition, as the fill advances up slope benches 3 feet across it should be scarified into the fill/undisturbed soil interface.

Seasonal Limits: When the work is interrupted by rain, fill operations shall not be resumed until field tests by the Soils Engineer indicate that the moisture content and density of the fill are as previously specified and the soils to be placed are in suitable condition.

Unusual Conditions: In the event that any unusual conditions are encountered during grading operations which are not covered by the soil investigation or the specifications, the Soils Engineer shall be immediately notified such that additional recommendations may be made.

LIMITATIONS AND UNIFORMITY OF CONDITIONS

The recommendations of this report are based on our understanding of the project as represented by the plans, and the assumption that the soil conditions do not deviate from those represented in this site soil investigation. Therefore, should any variations or undesirable conditions be encountered during construction, or if the actual project will differ from that planned at this time, GRICE ENGINEERING, INC., should be notified and provided the opportunity to make addendum recommendations if required.

NOTIFY: GRICE ENGINEERING, INC. SALINAS (831) 422-9619
561-A Brunken Avenue MONTEREY (831) 375-1198
Salinas, California 93901

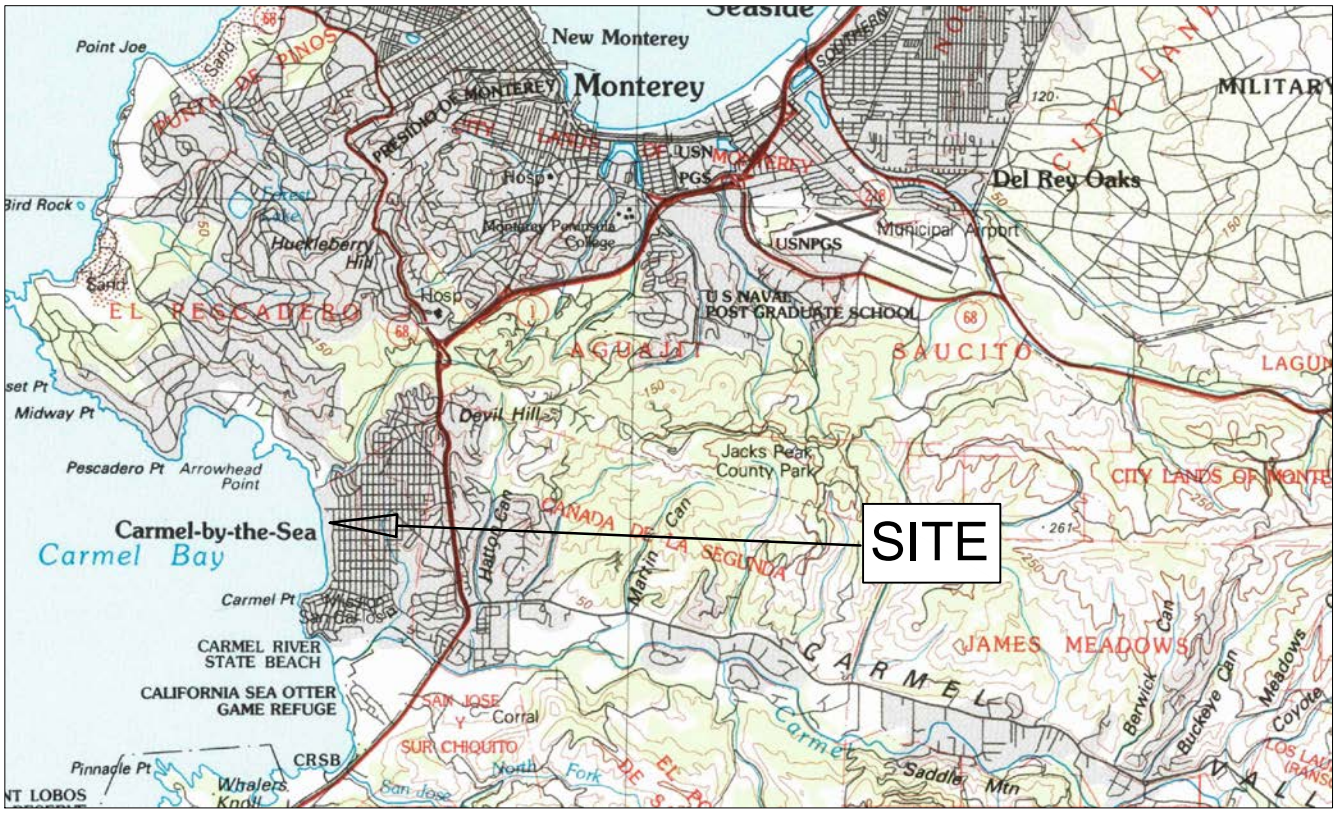
EMAIL ADDRESS: griceengineering@sbcglobal.net

This report is issued with admonishment to the owner and to his representative(s), that the information contained herein should be made available to the responsible project personnel including the architects, engineers, and contractors for the project. The recommendations contained herein should be incorporated into the plans, the specifications, and the final work.

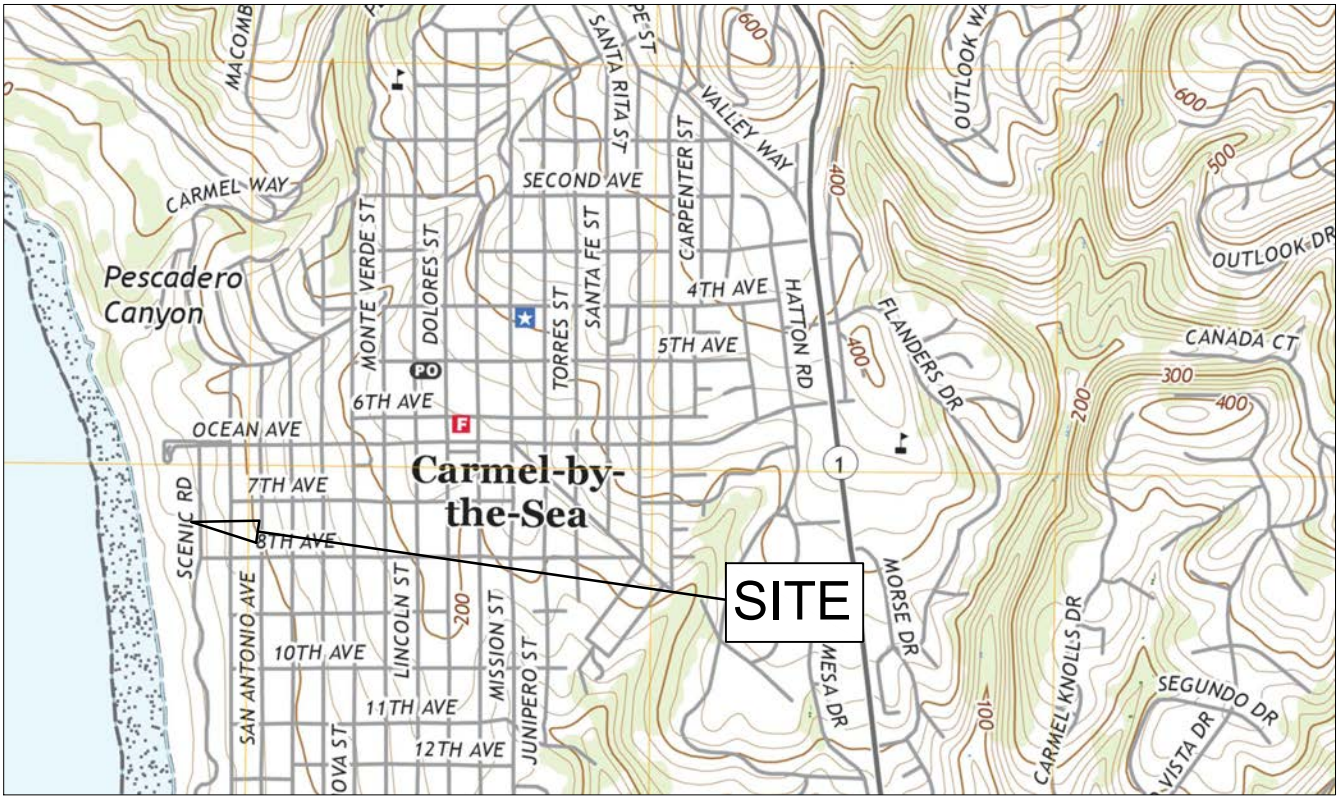
It is requested that GRICE ENGINEERING, INC., be retained to review the project grading and foundation plans to ensure compliance with these recommendations. Further, it is the position of GRICE ENGINEERING, INC., that work performed without our knowledge and supervision, or the direction and supervision of a project responsible professional Soils Engineer renders this report invalid.

It is our opinion the findings of this report are **valid** as of the **present date**, **however**, changes in the **Codes and Requirements** can occur and change the recommendations given within this report concerning the property. In addition changes in the conditions of a property can occur with the passage of time, due either to natural processes or to the works of man and may affect this property. In addition, changes in **standards** may occur as a result of legislation, or the broadening of knowledge, and these changes may require reevaluation of the conditions stated herein. Accordingly, the findings of this report may be invalidated wholly, or partially, by changes beyond our control. Therefore, this report is subject to review and should not be relied upon after a period of **three years**. REVISED 12-06-2021

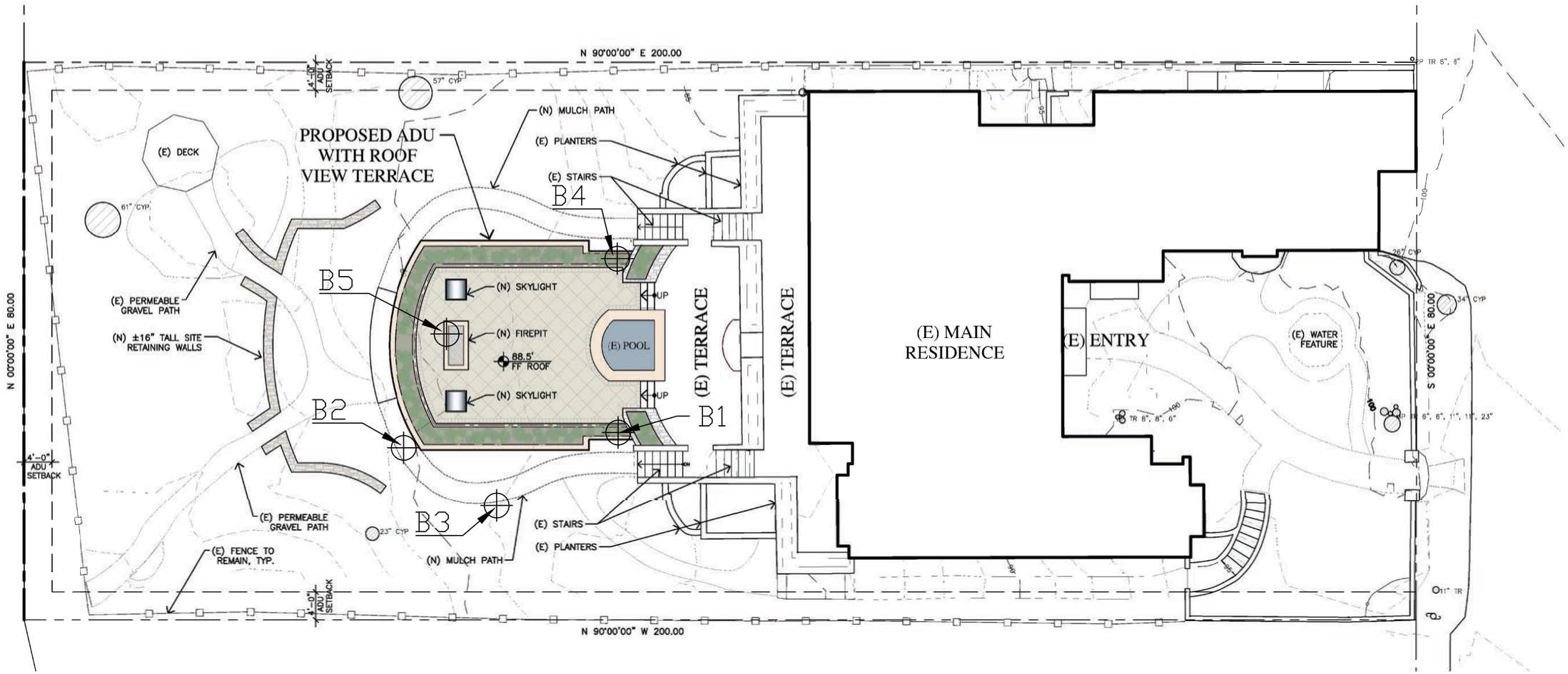
APPENDIX A



Vicinity Map



Location Map


N 90°00'00" E 200.00
4'-0" ADU SETBACK
57" CYP
(N) MULCH PATH
PROPOSED ADU WITH ROOF VIEW TERRACE
(E) PLANTERS
(E) STAIRS
B4
(E) DECK
61" CYP
B5
(E) PERMEABLE GRAVEL PATH
(N) ±16" TALL SITE RETAINING WALLS
(N) SKYLIGHT
(N) FIREPIT
88.5' FF ROOF
(E) POOL
UP
(E) TERRACE
(E) MAIN RESIDENCE
(E) ENTRY
(E) WATER FEATURE
TR 6", 8"
26" CYP
34" CYP
105'
TR 8", 8", 6"
TR 6", 6", 1", 1", 23"
SCENIC ROAD
(A 40' WIDE CITY STREET)
N 00°00'00" E 80.00
S 00°00'00" E 80.00
B2
B1
B3
23" CYP
(E) FENCE TO REMAIN, TYP.
11" TR
N 90°00'00" W 200.00

APPENDIX B

ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

Boring No. 1 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
0.00	CL				(CUTTINGS) Very dark brown | silty CLAY; low-medium plasticity; very pliable | few: sand; very fine | very damp; soft | FILL, imported topsoil						
0.50					Bore log is a compilation of two adjacent bores.						
1.00	SW				(CUTTINGS) Dark brown with striations of a very pale brown | SAND; fine ; few clasts of concrete and claystone (Monterey Shale); all subangular to angular | few: clayey silt | damp; soft | several rusted nails, pieces of old duct tape, clasts of concrete or mortar | FILL						
1.50		1.50	DCPT 3.00	3.00							
2.00					Augur around larger clasts. Recover a 1/2x6 inch bolt, rusted.						
2.50					Soft auguring, some voids noted between pieces of concrete.						
3.00		3.00	DCPT 4.00	4.00							
			3.50	3.50							
			3.00	3.00							
3.50			6.00	6.00							
			1.00	1.00							
			Cone drops 3 inches on next impact?								
4.00					More clasts of mortar up to 2 inches, soft materials, free drilling other than concrete clasts						
4.50					Getting hung up on more large clasts						
5.00					End of bore at 4.9 feet. No free water encountered. Bore backfilled with cuttings						
5.50											
6.00											
6.50											
7.00											
7.50											
8.00											
8.50											
9.00											
9.50											
10.00											

ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

Boring No. 2 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
0.00	SP-SM				(CUTTINGS) Dark brown | SAND; fine | few: silt | moist; soft | Occasional debris, clasts of concrete or mortar,stucco with paint | FILL						
0.50											
1.00											
1.50					Several pieces of mortar, one looks like stucco with paint						
2.00											
2.50					Piece of concrete.						
			DCPT								
		2.60	4.00	4.00							
			3.50	3.50							
3.00			5.00	5.00							
					Piece of Geotextile, spun, thick as felt						
	GW				(CUTTINGS) Pale gray to bluish gray, speckled | GRAVEL; granite origin, angular to subangular (crushed rock),trace sand probably from drilling | moist; medium dense? | Could be storm water dispersal bed, fabric implies it was installed in the last 30 years or such.						
3.50											
4.00					End of bore at 4.0 feet. No free water encountered. Bore backfilled with cuttings.						
4.50											
5.00											
5.50											
6.00											
6.50											
7.00											
7.50											
8.00											
8.50											
9.00											
9.50											
10.00											

ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

Boring No. 3 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
0.00	SP				(CUTTINGS) Dark brown | SAND; fine | few: silt | moist; soft | Occasional debris, clasts of concrete or mortar,stucco with paint | FILL, imported topsoil						
0.50											
1.00											
1.50					Several pieces of mortar similar to Bore #1						
2.00											
2.50					Pieces of concrete similar to Bore #1						
	SP				(CUTTINGS) Off White | SAND; fine | nil-touch: silt | moist; soft-medium dense | Appears to be native beach sand, light variation in color.						
3.00			DCPT								
		3.00	7.00	7.00							
			6.50	6.50							
			5.50	5.50							
3.50			5.00	5.00							
4.00											
4.50											
5.00					Color brightens to Very pale gray. Same sand. Drilling texture suggests medium dense						
5.50											
			DCPT								
		5.75	7.00	7.00							
6.00			10.00	10.00	Medium dense						
			12.00	12.00							
6.50					Color darkens more, several roots, moisture up to slightly damp Darker color is from roots extending into the damper sands.						
7.00					Color paling back to off white.						
			DCPT								
		7.25	20.00	20.00							
7.50											
8.00					Clots of light cementation.						
8.50											
9.00											
			DCPT		Same materials, off white fine sand, slightly damp, dense.						
		9.25	65.00	65.00	End of bore at 9.25 feet. Bore backfilled with cuttings.						
9.50											
10.00											

ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

Boring No. 4 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
0.00	CL				(CUTTINGS) Very dark brown | silty CLAY; low-medium plasticity; very pliable | few: sand; very fine | very damp; soft | FILL						
0.50					Bore log is a compilation of two adjacent bores.						
1.00	SP				(CUTTINGS) Dark brown | SAND; fine | few: silt | moist; soft | Occasional debris, clasts of concrete or mortar,stucco with paint | FILL						
1.50					Encounter large, hard object (concrete), move bore 2 ft southwest						
2.00					In second attempt pass by large concrete clasts, about 4 to 12 inchesi in diameter.						
2.50	SP				(CUTTINGS) Dark brown to brown | SAND; fine | trace to few: silt | moist; soft | No observed debris, color pattern suggests non native placement | FILL						
3.00		3.00	4.00 3.00 2.50	4.00 3.00 2.00							
3.50					VERY LOOSE materials to 6 feet. CONE FALLS TO 6 FEET						
4.00					Cuttings same as above. Color pattern and looseness continue to indicate uncontrolled fill.						
4.50					VERY LOOSE MATERIALS AND VOIDS						
5.00											
5.50											
6.00					Cuttings heavy with roots, about 50% of material is wood						
		PUSH CONE WITH LIGHT FORCE TO 7.5 FEET									
6.50											
7.00					Cuttings same as above. Color pattern and looseness continue to indicate uncontrolled fill.						
7.50											
8.00					Wood or roots continue.						
8.50											
9.00					Still recovering significant root or tree materials, some well decayed.						
9.50					Heavy wood and roots encountered just above 9.5 feet						
	SP				(CUTTINGS) Off White, lightly banded | SAND; fine | nil-touch: silt | moist; medium dense-dense | Appears to be native beach sand, light variation in color.						
10.00		10.00	DCPT 31.00	31.00							

ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

Boring No. 4 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
			31.00	31.00							
10.50											
11.00											
11.50											
12.00											
12.50											
13.00			DCPT								
		13.00	41.00	41.00	Same as last to end of bore						
					End of bore at 13.0 feet. No free water encountered.						
					Bore backfilled with cuttings.						
13.50											
14.00											
14.50											
15.00											
15.50											
16.00											
16.50											
17.00											
17.50											
18.00											
18.50											
19.00											
19.50											
20.00											

ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

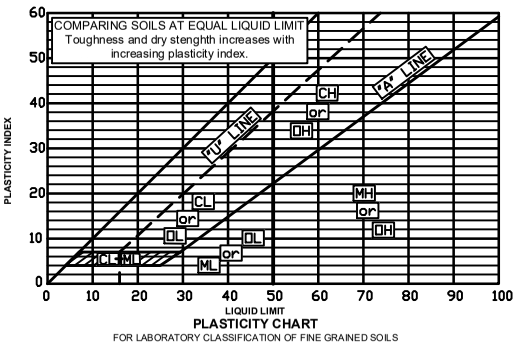
Boring No. 5 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
0.00	SP				(CUTTINGS) Dark brown | SAND; fine | few: silt | moist; soft | Occasional clasts of Monterey Shale, angular | FILL						
0.50											
1.00											
1.50											
2.00											
2.50	SP				(CUTTINGS) Medium dark brown | SAND; fine | trace to few: silt | moist; soft | Appears as native topsoil						
3.00											
3.50	SP		DCPT		(CUTTINGS) Off White | SAND; fine | nil-touch: silt | moist; soft-medium dense | Appears to be native beach sand, light variation in color.						
		3.75	7.00	7.00							
4.00			6.00	6.00							
			7.00	7.00							
			6.00	6.00							
4.50											
					Firming with depth						
5.00											
5.50											
					Color darkens a bit, firm drilling						
6.00											
6.50											
			DCPT								
		6.75	12.00	12.00							
7.00			13.00	13.00							
			14.00	14.00							
7.50											
					Color pales back to off white, density seems to be rising						
	SP				(CUTTINGS) Off White, lightly banded | SAND; fine | nil-touch: silt | moist; medium dense-dense | Appears to be native beach sand, light variation in color.						
8.00											
8.50											
9.00											
			DCPT								
		9.25	68.00	68.00	End of bore at 9.25 feet. No free water encountered.						
9.50					Bore backfilled with cuttings.						
10.00											

GRICE ENGINEERING INC
561A Brunken Avenue
Salinas, California 93901
Salinas: (831) 422-9619
Monterey: (831) 375-1198 FAX: (831) 422-1896

UNIFIED SOIL CLASSIFICATION & ASTM D2487: INCLUDING IDENTIFICATION AND DESCRIPTION

FIELD IDENTIFICATION PROCEDURES (Excluding particles larger than 3 inches and basing fractions on estimated weights)				GROUP SYMBOLS N.	TYPICAL NAMES	INFORMATION REQUIRED FOR DESCRIBING SOILS	LABORATORY CLASSIFICATION CRITERIA
COARSE GRAINED SOILS — More than half of material is **larger** than No. 200 sieve size is about the smallest particle visible to the naked eye	GRAVELS — More than half of coarse fraction is larger than No. 4 sieve size (For visual classifications, the 1/4" size may be used as equivalent to the No. 4 sieve size.)	CLEAN GRAVELS (Little or no fines)	Wide range in grain size and substantial amounts of all intermediate particle sizes.	GW	Well graded gravels, gravel-sand mixtures, little or no fines.	Give typical name, indicate approximate percentages of sand and gravel, max. size; angularity, surface condition, and hardness of the coarse grains; local or geologic name and other pertinent descriptive information, and symbol in parentheses. For undisturbed soils add information on stratification, degree of compactness, cementation, moisture conditions and drainage characteristics. EXAMPLE: **Silty Sand,** gravelly; about 20% hard, angular gravel particles ½ inch maximum size; rounded and subangular sand grains coarse to fine, about 15 % non-plastic fines with low dry strength, well compacted and moist in place, alluvial sand; (SM).	Use grain size curve in identifying the fractions as given under field identification. Determine percetages of gravel and sand from grain size curve. Depending on percentage of fines (fractin smaller than No. 200 sieve size) coarse grained soils are classified as follows: Less than 5% GW,GP, SW, SP More than 12 % GM, GC, SW, SC 5% to 12% **Borderline** cases requiring use of dual symbols.
			Predominatly one size or a range of sizes with some intermediate sizes missing.	GP	Poorly graded gravels, gravel-sand mixtures, little or no fines.		$C_u = \frac{D_{60}}{D_{10}}$ Greater than 4 $C_c = \frac{(D_{30})^2}{D_{10} \times D_{60}}$ Between one and 3
		GRAVELS WITH FINES (Appreciable amount of fines)	Non-plastic fines (for identification procedures see ML below).	GM	Silty gravels, poorly graded gravel-sand-silt mixtures.		Not meeting all gradation requirements for GW
			Plastic fines (for identification procedures see CL below).	GC	Clayey gravels, poorly graded gravel-sand-clay mixtures.		Atterberg limits below "A" line or PI less than 4 — Above "A" line with PI between 4 and 7 are **borderline** cases requiring use of dual symbols
	SANDS — More than half of coarse fraction is smaller than No. 4 sieve size	CLEAN SANDS (Little or no fines)	Wide range in grain sizes and substantial amounts of all intermediate particle sizes.	SW	Well graded sands, gravelly sands, little or no fines.		Atterberg limits above "A" line or PI greater than 7
			Predominatly one size or a range of sizes with some intermediate sizes missing.	SP	Poorly graded sands, gravelly sands, little or no fines.		$C_u = \frac{D_{60}}{D_{10}}$ Greater than 6 $C_c = \frac{(D_{30})^2}{D_{10} \times D_{60}}$ Between one and 3
		SANDS WITH FINES (Appreciable amount of fines)	Non-plastic fines (for idendification procedures see ML below).	SM	Silty sands, poorly graded sand-silt mixtures.		Not meeting all gradation requirements for SW
			Plastic fines (for identification procedures see CL below).	SC	Clayey sands, poorly graded sand-clay mixtures.		Atterberg limits below "A" line or PI less than 4 — Above "A" line with PI between 4 and 7 are **borderline** cases requiring use of dual symbols
							Atterberg limits above "A" line or PI greater than 7
FINE GRAINED SOILS — More than half of material is **smaller** than No. 200 sieve size (The No. 200 sieve size is about the smallest particle visible to the naked eye)	IDENTIFICATION PROCEDURES ON FRACTION SMALLER THAN No. 40 SIEVE SIZE	DRY STRENGTH (CRUSHING CHARACTERISTICS)	DILATANCY (REACTION TO SHAKING)	TOUGHNESS (CONSISTENCY NEAR PLASTIC LIMIT)			
	SILTS AND CLAYS — Liquid limit less than 50	None to slight	Quick to slow	None	ML	Inorganic silts and very vine sands, rock flour, silty or clayey fine sands withg slight plasticity.	Give typical name, indicate degree and character of plasticity, amount and maximum size of coarse grains, color in wet conditions, odor if any, local or geologic name, and other pertinent descriptive information, and symbol in parentheses. For undisturbed soils add information or structure, stratification, consistency in undisturbed and remolded states, moisture and drainage conditions. EXAMPLE: **Clayey silt**, brown, slightly plastic, small percentage of fine sand, numerous vertical root holes, firm and dry in place, loess; (ML).	
		Medium to high	None to very slow	Medium	CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays.	
		Slight to medium	Slow	Slight	OL	Organic silts and organic silt-clays of low plasticity.	
	SILTS AND CLAYS — Liquid limit greater than 50	Slight to medium	Slow to none	Slight to medium	MH	Inorganic silts, micaceous or diatomaceous fine sandy or silty soils, elastic silts.	
		High to very high	None	High	CH	Inorganic clays of high plasticity, fat clays.	
		Medium to high	None to very slow	Slight to medium	OH	Organic clays of medium to high plasticity.	
HIGHLY ORGANIC SOILS	Readily identified by color, odor, spongy feel and frequently by fibrous texture.				Pt	Peat and other highly organic soils.	



PLASTICITY CHART
FOR LABORATORY CLASSIFICATION OF FINE GRAINED SOILS

N. **Boundary** classifications: Soils possessing characteristics of two groups are designated by combinations of group symbols. For examle GW-GC, well graded gravel-sand mixture with clay binder.
N. All sieve sizes on this chart are U.S. Standard.

FIELD IDENTIFICATION PROCEDURES FOR FINE GRAINED SOILS OR FRACTIONS

These procedures are to be performed on the minus No. 40 sieve size particles, approximately ¼ inches. For field classification purposes, screening is not intended; simply remove by hands the coarse particles that interfere with the test.

DILATANCY (Reaction to shaking)

After removing portions larger than No. 40 sieve size, prepare a pot of moist soil with a volume of about one-half cubic inch. Add enough water if necessary to make the soil soft but not sticky.

Place the pot in the open palm of one hand and shake horizontally, stricking vigorously against the other hand several times. A positive reaction consists of the appearance of water on the surface of the pot which changes to a livery consistancy and becomes glossy. When the sample is squeezed between the fingers, the water and gloss disappear from the surface, the pot stiffens and finnally it crackes or crumbles. The rapidity of appearance of water during shaking and of its diappearance during squeezing assist in identifying the character of the fines in a soil.

Very fine clean sands give the quickes and most distinct reactoin whereas a plastic clay has no reaction. Inorganic silts, such as a typical rock flour, show a moderately quick reaction.

DRY STRENGTH (Crushing characteristics)

After removing particles larger than No. 40 sieve size, mold a pat of soil to the consistency of putty, adding water if necessary. Allow the pat to dry completely by oven, sun, or air drying, and then test its strength by breaking and crumbling between the fingers. This strength is a measure of the character and quality of the colloidal fraction contained in the soil. The dry strength increases with increasing plasticity.

High dry strength is characteristic for clays of the CH group. A typical inorganic silt possesses only very slight dry strength. Silty fine sand and silts have about the same slight dry strength, but can be distinguished by the feel when powdering the dried specimen. Fine sand feels gritty whereas a typical silt has the smooth feel of flour.

TOUGHNESS (Consistency near plastic limit)

After removing particles larger that the No. 40 sieve size, a specimen of soil about one-half inch cube in size is molded to the consistency of putty. If too dry, water must be added and if sticky, the specimen should be spread out in a thin layer and allowed to lose some moisture by evaporation. Then the specimen is rolled out by hand on a smooth surface of between the palms into a thread about one-eight inch in diameter . The thread is then folded and rerolled repeatedly. Durning this manipulation the moisture content is gradually reduced and the specimen stiffens, finally loses its plasticitiy, and crumbles when the plastic limit is reached.

After the thread crumbles, the pieces should be lumped together and a slight kneading action continued until the lump crumbles.

The tougher the thread near the plastic limit and the stiffer the lump when it finally crumbles, the more potent is the colloidal clay fraction in the soil. Weakness of the thread at the plastic limit and quick loss of coherence of the lump below the plastic limit indicate either inorganic clay of low plasticity, or materials such as kaolin-type clays and organic clays which occure below the A-line.

Highly organic clays have a very weak and spongy feel at the plastic limit.

ADOPTED BY: CORPS OF ENGINEERS AND BUREAU OF RECLAMATION-JANUARY 1962

IO3-D-347

SOIL CLASSIFICATION CHART
conforms to Unified Soils Classification and ASTM D2487

ATTACHMENT 2

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File No. 8091-25.10
December 29, 2025

Stephen P. Diamond
C/O Ms. Julie Paulson
International Design Group
721 Lighthouse Avenue
Pacific Grove, California 93950

Project: Diamond Residence
ADU and Improvements
Scenic Road 5 NW of 8th Avenue
Carmel by the Sea, California 93921
A. P. N. 010-312-012-000

Subject: Geotechnical and Geological Hazards Report
Addendum No. 1

Dear Mr. Diamond,

Pursuant to a request from the planning department of the City of Carmel by the Sea we have prepared this addendum to detail the setback from a descending steep slope. In general the request is to detail the required setback of the ADU addition to a steep bluff. The requirements are a 50-foot distance from the bluff top or beyond a line ascending at 20% from the toe of the bluff, whichever is greater.

The attached plan detailing terrain beyond the parcel down to the beach of the Pacific Ocean west of the parcel. The terrain is that available through Google Earth as acquired from the National Map (USGS). A section details the terrain and distances from the toe and top of the bluff to the closest point of the proposed addition. As noted the addition is 134± feet from the bluff top and 78± feet from the intersection between the 20% ascending slope and the existing grade.

The report contained herein is made with our best effort to evaluate the site, determine the site geotechnical conditions and provide recommendations for those conditions. We submit this report with the understanding that it is the responsibility of the owner or his representative to ensure incorporation of these recommendations into the final plans and their subsequent implementation in the field.

In addition, we recommend that GRICE ENGINEERING, INC., be retained to review the project plans and provide the construction supervision and testing required to document compliance with these recommendations. Should any site condition not mentioned in this report be observed, this office should be notified so that additional recommendations can be made, if necessary.

This report and the recommendations herein are made expressly for the above referenced project and may not be utilized for any other site without written permission of GRICE ENGINEERING, INC.

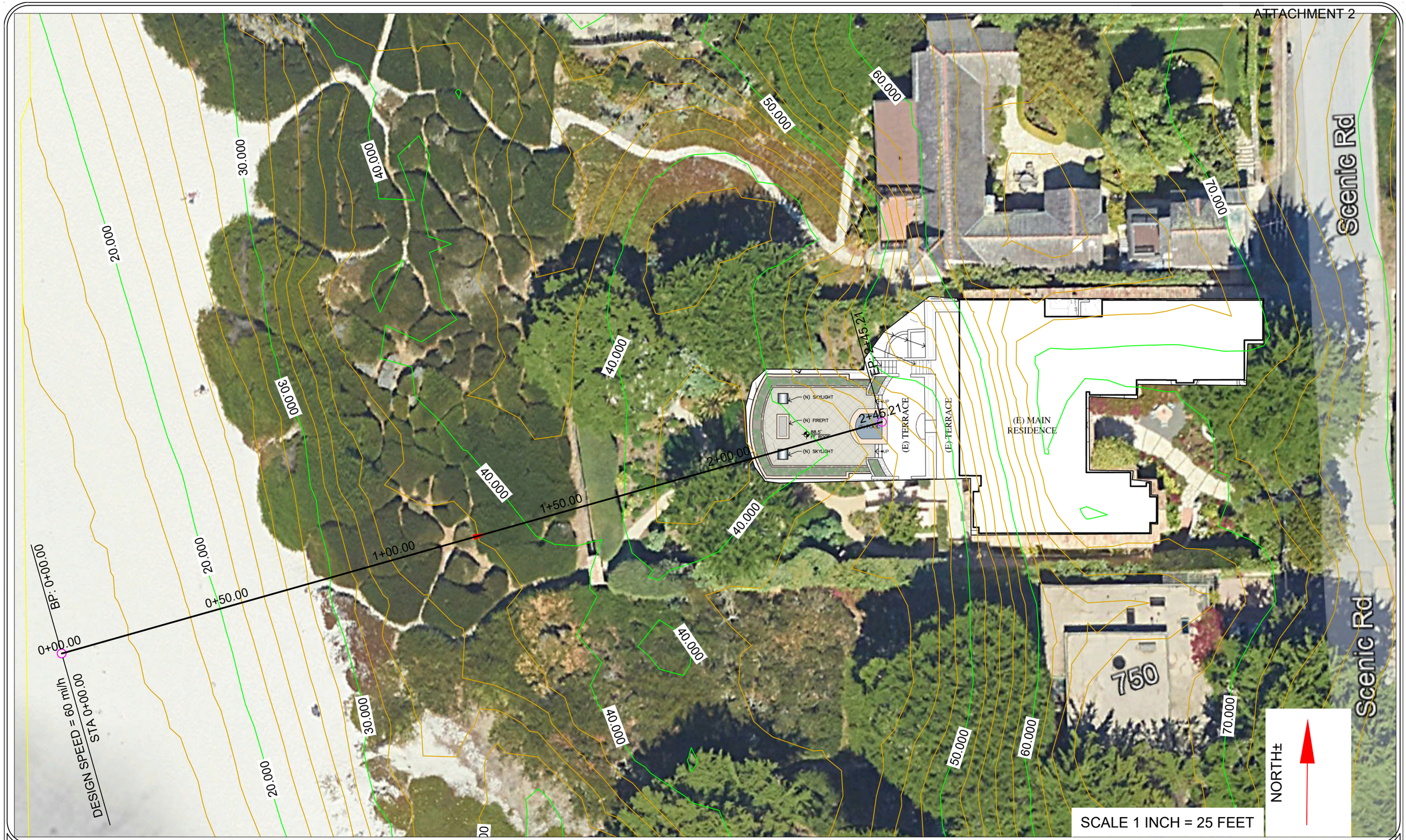
Please feel free to call this office should you have any questions regarding this report.

Very truly yours,
GRICE ENGINEERING, INC.



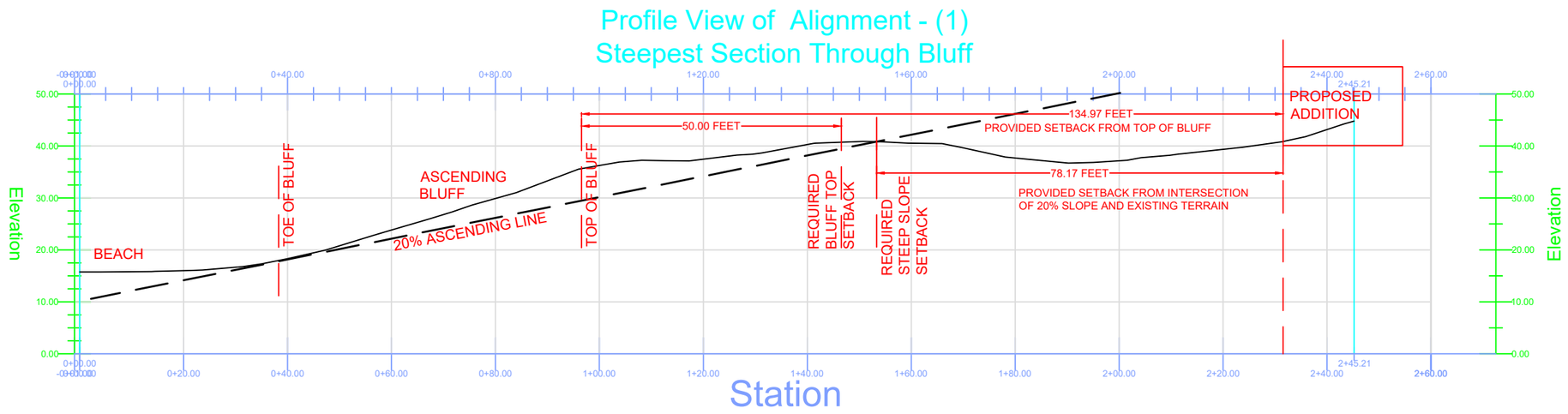
Lawrence E. Grice, P.E.
R. C. E. 66857

Attachments:
Site Plan with Section Line through Bluff @ Steepest Portion, page 3
Section through Bluff @ Steepest Portion to face of ADU Addition, page 4



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SITE PLAN with SECTION LINE THROUGH BLUFF @ STEEPEST PORTION
ADU @ DIAMOND RESIDENCE, SCENIC 5 NW OF 8TH, CARMEL BY THE SEA, CALIFORNIA



SCALE 1 INCH = 25 FEET

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SECTION THROUGH BLUFF @ STEEPEST PORTION TO FACE OF ADU ADDITION
ADU @ DIAMOND RESIDENCE, SCENIC 5 NW OF 8TH, CARMEL BY THE SEA, CALIFORNIA

DS 25206 (Diamond)
Attachment 4 - Biological Assessment

Planning Commission Meeting
April 8, 2026

THOMPSON
WILDLAND MANAGEMENT
Environmental Management & Conservation Services
International Society of Arboriculture Certified Arborist # WE-7468A
Department of Pesticide Regulation Qualified Applicator Lic. #QL50949 B
Environmental & Arborist Assessments, Protection, Restoration, Monitoring & Reporting
Wildland Fire Property Protection, Fuel Reduction & Vegetation Management
Invasive Weed Control, and Habitat Restoration & Management
Soil Erosion & Sedimentation Control
Resource Ecologist

January 12, 2026

Diamond Residence
Scenic Road 5NW of 8th Avenue
Carmel, CA. 93923
APN: 010-312-012-000

Subject: Pre-construction Biological Assessment for Scenic Road, 5NW of 8th Avenue

Per *City of Carmel-By-The-Sea Community Planning & Building Department* permit requirements, a biological assessment was recently conducted for the property located on Scenic Road, 5NW of 8th Avenue in Carmel (APN: 010-312-012) in preparation for an ADU construction project. This already developed and impacted lot is situated in a densely developed urban woodland residential community and coastal environment that is a short distance to the east of Carmel Beach. This pre-construction assessment involved performing a ground level visual inspection of the subject parcel to record and document biological resources, vegetation types and habitat characteristics; determine the presence or absence of biological resources that have protection status under federal and state laws (e.g., *Federal Endangered Species Act* [FESA], *California Environmental Quality Act* [CEQA] and *California Endangered Species Act* [CESA]); confirm that the proposed project is consistent with the policies and regulations that are identified in the *Carmel Municipal Code - Section 17.20.220*; and provide resource protection and mitigation recommendations that may be necessary in preparation for the proposed ADU project.

This biological assessment was conducted by performing a thorough walk through and inspection of the subject property and reviewing the ADU construction plans (refer to the corresponding project plans for construction details). A larger and smaller scale aerial image of the property is provided at the end of the report (refer to the attached *Exhibits A1 & A2*), and, where possible, the characteristics and conditions described in this report are depicted in the attached photographs (refer to *Figures 1-10*). Findings and recommendations are provided herein.

It should be noted that this biotic assessment that was conducted on October 27, 2025 was not performed during the optimal time of year (i.e., the spring season) for identifying native annual plant species that have the potential of occurring on the property and in the surrounding areas. However, for this project this should not be a significant issue or concern, since it is clear that native annual flora, including protected plant species, are not present or known to occur in this fairly small, insignificant and previously disturbed and impacted backyard area of the property that is primarily composed of maintained and irrigated landscaping plants.

I. SITE CHARACTERISTICS & BIOLOGICAL RESOURCES

In the Carmel region there are natural open space areas where development has been limited or has not occurred. In these areas where natural vegetation communities remain intact and have not been significantly impacted or disturbed there is often a healthy diversity of native flora and fauna and healthy functioning habitat and ecological processes, including the presence of protected special status species and sensitive habitat types. However, in regards to the subject property addressed in this report that has been significantly developed and impacted (refer *Figures 1-7*), it is clearly evident that protected species or habitat do not appear to be present at this time.

This beachside and coastal zone parcel is 0.367 acres in size and is in a region that is significantly influenced by seasonally temperate coastal environmental conditions. This property is located in a densely developed urban woodland community with little open space occurring in this area of the Carmel community, the exception being Carmel Beach, which is a short distance to the west of the subject property. Scenic Road is to the east of the parcel and two developed lots are located immediately to the north and south of the property. None of these adjacent properties will be impacted by ADU construction activities and do not appear to support sensitive habitat or ecological resources.

Prevailing winds are primarily out of a westerly direction and soils on this developed and previously disturbed parcel appear to be stable and sufficient for supporting property development and landscape improvements. Per the project plans, the proposed ADU will utilize a portion of the existing rear patio footprint, as well as some of the surrounding landscaped areas (refer to *Figures 1-7*). It should be noted that this is a relatively flat lot and no development or soil disturbance will be occurring on steep slopes with high erosion potential.

In regards to the nearby Carmel Beach, which is a coastal zone habitat and ecological resource, this particular area of the beach appears to have little habitat value due to high intensity use and traffic by beach visitors and a relatively low presence and diversity of native plants that would typically occur in healthier and more robust coastal dune, strand and/or scrub type vegetation community that are fairly common in the central coast region. It should be noted that immediately to the west of the property, between the rear property fencline and Carmel Beach, there is a dense and compact stand of non-native invasive acacia shrubs and hedges that is not a sensitive or protected resource (refer to the attached *Exhibits A1 & A2* and *Figures 1, 2 & 8-10*).

However, this area with dense acacia can provide good cover and habitat for birds and other species of wildlife. This acacia population is not located on the subject property and will not be impacted by project operations (refer to *Figures 8-10*). It should be noted that these exotic acacias appear to be regularly pruned to a fairly low and compact height in order to prevent view obstructions.

Trees occurring in this urban woodland community primarily consist of mature and senescing mid- to upper-canopy Monterey cypress (*Hesperocyparis macrocarpa*) trees, with Monterey pines (*Pinus radiata*) and lower- to mid-canopy coast live oaks (*Quercus agrifolia*) occurring to a lesser extent. On this particular property, there are 3 significant Monterey cypress trees located in the backyard area in the vicinity of the proposed ADU (refer to the attached *Exhibit A2* and *Figures 1-6*). These trees appear to be a safe and sufficient distance away from the proposed building footprint and are not expected to be significantly impacted or adversely affected by grading and construction activities.

In regards to the overall health and condition of these 3 mature and senescing cypress trees, they appear to be in sound physiological health and structural condition. Biotic (e.g., pathogens, disease and/or insect pests) and/or abiotic disorders currently appear to be absent in levels that are harmful or detrimental to the health and viability of these trees and the surrounding urban woodland environment.

As previously indicated, the subject property is significantly landscaped in the front, side and backyard areas around the home (refer *Figures 1-7*). Maintained and irrigated landscaping plants primarily consist of non-native and introduced ornamental shrubs, herbaceous perennials, succulents and smaller ornamental trees; however, there are a few native plant species (i.e., Yankee Point ceanothus, common yarrow and Pacific thrift and California poppy) that have also been introduced to this maintained landscape.

Per the assessment of this developed and previously disturbed and impacted lot, it is clearly evident that the subject parcel does not support federally and/or state protected special status species, sensitive habitat and/or environmentally sensitive habitat areas (ESHA), and none of these resources will be impacted by the proposed ADU project. There are no known occurrences of protected species or resources occurring on the property and none were observed during the assessment. Additionally, actively nesting birds were not observed on or adjacent to the subject property, which was expected due to this assessment occurring outside of the nesting season.

In regards to ESHA, this begins approximately 30 feet to the west of the proposed building footprint on the other side of the property fence and hedge that delineates the western property boundary. This nearby ESHA area is a part of the Del Mar Dunes system, which is dominated by non-native invasive acacia and ice plant (refer to *Figures 8-10*).

Per City of Carmel requirements and conditions of approval (i.e., Section D of 17.20.220 Environmentally Sensitive Habitats under Title 17. Zoning), ADU construction activities will be

limited and contained to the backyard area of the property and will not in any way encroach upon or impact nearby ESHA. Impacts such as construction related noise, dust and sediment runoff is expected to be negligible and insignificant and will not adversely affect or harm ESHA.

In order to ensure that no ecological impacts occur, the rear gate of the property will be locked during construction operations in order to prevent the possibility of any construction related activities or workers moving into ESHA. Additionally, silt fencing or straw wattle sedimentation control measures will be properly installed on the property in a suitable location between the proposed construction footprint and the property fence to the west, as well as a heavy duty green mesh fabric barrier fencing installed and secured along the property fence. This green barrier fencing, along with the existing property fence and dense and well established hedge, will assist in ensuring a secure and contained construction site.

The 3 Monterey cypress trees located in the backyard area are the most noteworthy and ecologically valuable resource occurring on or adjacent to the subject property. In addition to these mature and senescing cypress trees, the following species are the only native plants that are inhabiting the parcel. These native species were introduced to this maintained landscape and are occurring amongst several of species of non-native ornamental plants. Native species observed include Yankee Point ceanothus (*Ceanothus griseus var. horizontalis*), common yarrow (*Achillea millefolium*), Pacific thrift (*Armeria maritima*) and California poppy (*Eschscholzia californica*). Non-native invasive plants that can be degrading and harmful to habitat are not inhabiting the subject property, which has a well kept and maintained landscape.

Special status plant and animal species identified in the *California Natural Diversity Database* (CNDDB) that have the potential of inhabiting the parcel and surrounding vegetation community were not observed or detected during the property assessment, and none of these species are known to occur on the subject property. These sensitive and protected fauna and flora include the following species: Black legless lizard (*Anniella pulchra nigra*), California red-legged frog (*Rana draytonii*), monarch butterfly (*Danaus plexippus*), Smith's blue butterfly (*Euphilotes enoptes smithi*), Menzie's wallflower (*Erysimum menziesii*), sand gilia (*Gilia tenuiflora*), Monterey spineflower (*Chorizanthe pungens*), Tidestrom's lupine (*Lupinus tidestromii*), sea cliff buckwheat (*Eriogonum parvifolium*), coast buckwheat (*Eriogonum latifolium*), little sur manzanita (*Arctostaphylos edmundsii*) and sandmat manzanita (*Arctostaphylos pumila*). As previously noted, none of these species appear to be occurring on the subject parcel and are not expected to be impacted by project operations. However, it is possible for the listed animal species to move in and out of areas during certain time periods, which makes it more difficult for them to be observed and detected. That being said, there is no evidence of these listed animal species being present on the subject property and it is very unlikely that they would be impacted by this small scale ADU construction project. In regards to the black legless lizard, refer to the monitoring and inspection recommendations provided in the following section that is recommended just before and during initial vegetation clearing operations.

Additionally, actively nesting birds or raptors were not observed on or adjacent to the subject property, which was to be expected since this fall assessment was performed outside of the nesting season. However, if construction related activities or tree work occurs during the bird nesting season, which in Monterey County may begin as early as February and continue through August, an additional nesting survey should be conducted to confirm that nesting birds are not present.

II. RECOMMENDATIONS

The following resource protection measures and best management practices (BMP's) shall be implemented prior to the beginning of the ADU construction project:

1) Install resource protection measures to prevent unnecessary construction related impacts and disturbance to the surrounding areas in the backyard of the property. Resource protection BMP's include tree protection and erosion & sedimentation control measures, such as high visibility exclusionary fencing that clearly delineates the construction zone and protects the canopy dripline and critical root zone of a few nearby cypress trees, as well as erosion & sedimentation control measures, such as silt fence, straw wattles and soil stabilization measures, that may be necessary. For example and as previously stated, straw wattles or silt fencing shall be installed between the proposed construction footprint and the property fence to the west, as well as a heavy duty green mesh fabric barrier fencing installed and secured along the property fence. Resource protection BMP's shall be properly installed, monitored, maintained and, if necessary, modified and improved on a as needed basis for the duration of the project.
2) Just before (i.e., within 5 days) and again during the initial clearing of landscaping vegetation for this ADU construction project, the project biologist should be present to inspect and observe for the black legless lizard (*Anniella pulchra nigra*) or any other potentially occurring listed species that have protection status. This reptile that resembles a small snake has the potential of occurring in this coastal zone habitat under vegetation and in loose sandy soils. As a result, this backyard area where the ADU will be constructed should be inspected and monitored during initial clearing operations to make sure the black legless lizard is not present or harmed.
3) For any landscape improvements, consideration should be given to using plants that are native or naturalized to this region and are well-adapted to this mixed urban woodland and coastal environment. Plants selected for landscaping operations should be drought tolerant, less flammable and more fire resistant, non-invasive to habitat and open space areas, and suitable and appropriate to this coastal zone environment.
4) As previously stated, nesting birds were not observed during the assessment of this property. However, the nesting season in Monterey County may begin as early as February and continue through August. Consequently, if construction activities begin during this nesting period an additional nesting assessment should be conducted within two weeks of construction activities commencing.
5) The 3 mature and senescing Monterey cypress trees that are located in the vicinity of the proposed ADU (refer to *Figures 1-6*) will need to be adequately protected with tree protection

fencing for the duration of the project. These native specie trees appear to be a safe and sufficient distance away from the proposed construction footprint, and given the proper installation, maintenance and monitoring of tree protection measures, construction related impacts are expected to be minimal, insignificant and not harmful to the health and wellbeing of the subject trees.

III. CONCLUSION

In conclusion, a pre-construction biological assessment was recently conducted for the property located on Scenic Road, 5 NW of 8th Avenue in Carmel in preparation for an ADU construction project that will be occurring in the previously disturbed and significantly landscaped backyard area of the subject parcel. Biological resources that are protected under federal and state laws (e.g., FESA, CESA and CEQA) were not observed or detected during this pre-construction assessment and are not known to occur on this developed and impacted property. Consequently, it is evident that protected special status species and/or ESHA are not occurring on the subject property and will not be impacted by project operations.

The proper implementation of the resource preservation BMP's and guidelines provided in this report will assist in preventing construction related impacts to ecological resources, as well as complying with *City of Carmel-By-The-Sea Community Planning & Building Department* permit requirements and conditions of approval. Additionally, the proposed ADU development project appears to be consistent with the policies and regulations that are identified by the City in the *Carmel Municipal Code - Section D* of *17.20.220 Environmentally Sensitive Habitats* under *Title 17. Zoning* and the *Shoreline Management Plan* and the *Del Mar Master Plan*.

Best regards,

Rob Thompson
Resource Ecologist
ISA Certified Arborist, WE-7468A

January 12, 2026
Date

Thompson Wildland Management (TWM)
57 Via Del Rey
Monterey, CA. 93940
Office (831) 372-3796; Cell (831) 277-1419
Email: thompsonwrm@gmail.com ; Website: www.wildlandmanagement.com



Exhibit A1: The subject property is identified by the red arrow. Carmel Beach is a short distance to the west of the property. It should be noted that immediately to the west of the property, between the rear property fenceline and Carmel Beach, there is a dense and compact stand of non-native invasive acacia shrubs and hedges (identified by yellow arrow) that will not be impacted by ADU development activities. To the east of the lot is Scenic Road and to the north and south are two developed properties, neither of which appear to support sensitive or protected ecological resources.

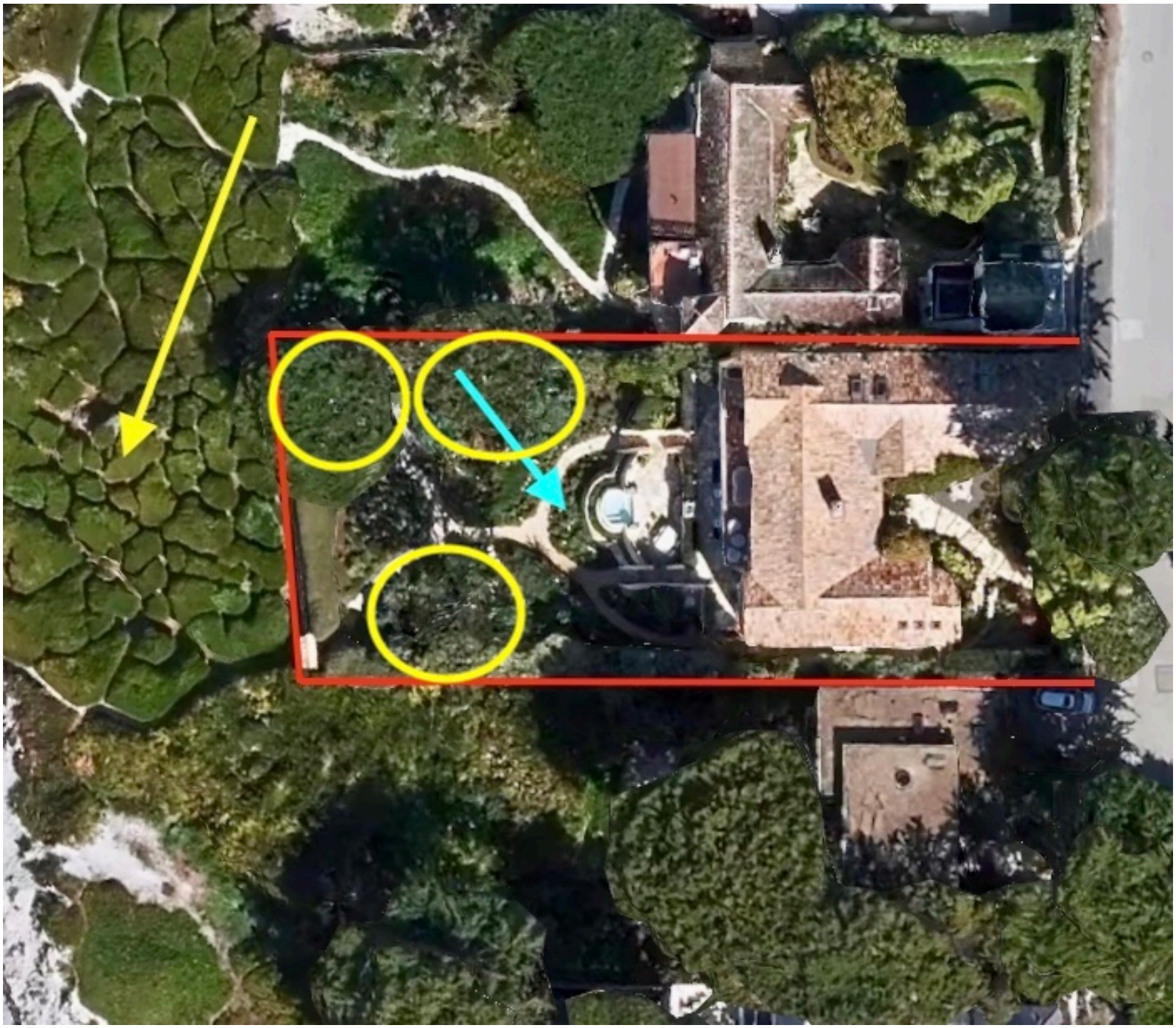


Exhibit A2: The proposed ADU construction site is identified by the light blue arrow. The 3 cypress trees are identified by the yellow circles and the exotic acacia population is identified by the yellow arrow.



Figure 1. The proposed ADU will come off of the rear patio and into the heavily landscaped area towards the center of the photo. The dense acacia stand located off of the rear of the property is visible in the back between the backyard area and the beach.



Figure 2. The 3 cypress trees will be retained and protected. No sensitive habitat or protected species will be impacted by this project. The acacia population is visible off of the rear of the property in the back ground.



Figure 3. Another view of the significantly landscaped ADU site primarily consisting of non-native and introduced ornamental plants and the mature cypress trees. The cypress trees are not expected to be adversely affected.



Figure 4. The proposed ADU site and landscaped area currently does not support any protected species or sensitive habitat.



Figure 5. This rear patio area and retaining wall is where the eastern end of the ADU will be located.



Figure 6. Rear patio will be the eastern end of the proposed ADU.



Figure 7. The ADU construction footprint looking east back towards the main house. No significant ecological impacts will be occurring as a result of this fairly small scale construction project.



Figure 8. Dense exotic acacia stands begin immediately to the west of the property fence. Invasive ice plant is also abundant.



Figure 9. View of ESHA area with abundant ice plant and acacia that is to the east of Carmel Beach and west of subject property.



Figure 10. Dense acacia stand looking east towards the subject property.

THIS REPORT HAS BEEN PREPARED FOR THE EXCLUSIVE USE OF THE CLIENT AND IS BASED ON THE FINDINGS AND PROFESSIONAL OPINION OF QUALIFIED PERSONAL WITH *THOMPSON WILDLAND MANAGEMENT* (TWM). TWM ACCEPTS NO RESPONSIBILITY FOR ITS USE BY OTHER INDIVIDUALS OR PARTIES.

CLIENT ACKNOWLEDGES THAT THIS REPORT, AND ANY OPINIONS, ADVICE OR RECOMMENDATIONS EXPRESSED OR GIVEN, ARE BASED ON THE INFORMATION SUPPLIED BY CLIENT AND ON THE DATA, INSPECTIONS, MEASUREMENTS AND ANALYSIS CARRIED OUT AND OBTAINED BY TWM.

ALTHOUGH OPINIONS MAY BE OFFERED REGARDING THE RESULTS OF THE SUBJECT MATTER, TWM CANNOT GUARANTEE ANY PARTICULAR RESULT. CLIENT ACKNOWLEDGES THAT TWM HAS MADE NO PROMISE ABOUT THE OUTCOME AND THAT ANY OPINION OFFERED IN THE FUTURE WILL NOT CONSTITUTE A GUARANTEE.

DS 25206 (Diamond)
Attachment 5 - Public Correspondence

Planning Commission Meeting
April 8, 2026

Carmel-by-the-Sea

Evan Kort <ekort@ci.carmel.ca.us>

Concerns/questions ADU on Scenic

1 message

andrea vardell [redacted] Sat, Mar 28, 2026 at 6:21 PM
To: ekort@ci.carmel.ca.us

External Sender - From: (andrea vardell [redacted]

This message came from outside your organization.

Evan,

We own the historic home at scenic 3 NW of eighth. It has been brought to our attention by neighbors that there is a proposed ADU on the coastline of Diamond property on Scenic.
We have several concerns…

Question for the coastal commission regarding ADUs being approved for the deep lots extending to the berms next to ocean… what is the weight burden on the berm along the coastline? This is a concern for us as we are sitting on that coastline berm and if many additional homes are allowed that berm will have a great weight burden and that berm could fail in which case our home would be impacted. Will the coastal commission be responsible for constructing retaining walls to support the weight burdens for the ADUs?

Second question given ADUs bring in renters what will be the parking impacts for homeowners on scenic?

How will the impact of views be handled for homeowners who were sold homes on scenic with assurances of no new buildings being allowed thus impacting their views? This diminishes the value of those homes.

Lastly this sets a precedent for all deep lots along scenic to the coastline to apply for this same ADU.

Please consider the concerns and please consult the coastal commission on berm impacts and retaining wall questions to support existing homes with the added weight prior to approvals for coastal berm new home buildings.

Thank you
Andrea

Carmel-by-the-Sea

Evan Kort <ekort@ci.carmel.ca.us>

Diamond Beach Project ADU

1 message

John Dilks [redacted] Sat, Mar 28, 2026 at 10:49 AM
To: "ekort@ci.carmel.ca.us" <ekort@ci.carmel.ca.us>

External Sender - From: (John Dilks [redacted]
This message came from outside your organization.

Evan, and Carmel planning commission

Thank you for taking time to meet with us yesterday over the above
referenced building project.
As you know we are the adjoining property owners to the north and have
enjoyed our beachfront location for more than forty years.
We are very aware of how vulnerable this shoreline habitat is to the effects of coastal
erosion, particularly in the winter months.
Coastal cities all across the country have restricted construction on the ocean front
due to the effects of coastal erosion due to global warming.
In the past the City has done a good job in prohibiting home owners from moving seaward from existing footprint with construction.
We are asking the City to deny the ADU construction permit on the Ocean side of the applicants existing dwelling which is nearly 5600 sq. ft. and well above the maximum allowable.
The other element I wish to address is the impact of views the project causes.
Neighbors on both sides will be impacted and views will be partially impaired made even worse by allowing the roof to be an entertaining deck. The project will become
very visible from the public beach once his gardeners are instructed to trim the Acacia
growth on the ocean which is normally done every six months. The trimming obviously
has been curtailed until after approval.
Just imagine if we all decided to add ADU units beach side of our large main dwellings.It would drastically change the beach overlay area.
PLease let this Email be our formal request for denial of the above referenced project.

Thank You

John & Patricia Dilks

Carmel-by-the-Sea

Evan Kort <ekort@ci.carmel.ca.us>

Diamond's ADU

1 message

Diana McCallister [redacted] Sat, Mar 28, 2026 at 3:53 PM
To: ekort@ci.carmel.ca.us

External Sender - From: (Diana McCallister [redacted]
This message came from outside your organization.

To: Evan Kort and The Carmel Planning Commission,

From: Diana and Craig McCallister
3rd NW 8th on Scenic
[redacted]
Phone [redacted]

Dear Evan and The Carmel Planning Commission,

We are property owners two doors South from the Diamond Residence. We are deeply concerned with the Diamond's proposed plan to build an ADU unit on the open space on the coastline of their property.

One of the reasons we purchased our property was because of the wonderful Scenic view of Pebble Beach and the Beautiful Cove of Carmel Beach to the North of us. This open space is important to ALL OF US on Scenic Road and it will be completely ruined with a unit built so close to the beach.It will block all of our views.

Please feel free to call us (phone number above) and come down to see the impact this proposed structure will have on us.

Thank you for considering to deny their permit for this ADU.

Sincerely.
Diana and Craig McCallister

Carmel-by-the-Sea

Evan Kort <ekort@ci.carmel.ca.us>

Proposed Action: DS 25206 (Diamond)

2 messages

lawrence chazen <[redacted] Sat, Mar 28, 2026 at 6:31 PM
To: "ekort@ci.carmel.ca.us" <ekort@ci.carmel.ca.us>, Lawrence Chazen <[redacted], Steve Diamond [redacted]

External Sender - From: (lawrence chazen [redacted]
This message came from outside your organization.

Dear Sir;

I am sending this email on both my behalf and that of Nan Foster who is my nextdoor neighbor. Our homes are directly accross the street from the Diamonds home which is the subject of the proposed action.

We both are totally in support of allowing the Diamonds to construct the ADU as it is currently designed.

Larry Chazen

Lawrence J. Chazen
[redacted]
Carmel, Ca. 93921
Mobile [redacted]

lawrence chazen [redacted] Sat, Mar 28, 2026 at 6:42 PM
To: "ekort@ci.carmel.ca.us" <ekort@ci.carmel.ca.us>, Steve Diamond <[redacted], lawrence chazen [redacted]

External Sender - From: (lawrence chazen <ljcchazen@yahoo.com>)
This message came from outside your organization.

Evan

My mistake. I am writing our support on my behalf and my neighbor Nan Nelson

not Nan Foster. Her deceased husbands first name was Foster.

Larry

Lawrence J. Chazen
[redacted]
Carmel, Ca. 93921
[redacted]

[Quoted text hidden]

Carmel-by-the-Sea

Evan Kort <ekort@ci.carmel.ca.us>

ADU proposed on Diamond property

Tim Allen [redacted] Thu, Apr 2, 2026 at 9:40 AM
To: Evan Kort <ekort@ci.carmel.ca.us>

External Sender - From: (Tim Allen [redacted]
This message came from outside your organization.

Evan, I do not oppose the proposed ADU on Steve and Marti Daimond's Scenic Drive property.

Please feel free to call me with any questions.



TIM ALLEN
REALTOR® | DRE#00891159
[redacted]
TIMALLENPROPERTIES.COM
Follow us:

COLDWELL BANKER

TA | TIM ALLEN
PROPERTIES TEAM

Carmel-by-the-Sea

Evan Kort <ekort@ci.carmel.ca.us>

Fwd: Diamond ADU proposal

Susan Mcclatchy [redacted]
To: ekort@ci.carmel.ca.us
Cc: [redacted]

Thu, Apr 2, 2026 at 10:05 AM

External Sender - From: (Susan Mcclatchy [redacted]
This message came from outside your organization.

From: Susan Mcclatchy [redacted]
Subject: Diamond ADU proposal
Date: April 1st, 2026 at 9:56:14 AM PDT
To: Susan McClatchy [redacted]

April 1st, 2026

Carmel-by-the-Sea Planning Commission

City of Carmel-by-the-Sea

P.O. Box CC

Carmel-by-the-Sea, CA 93921

Re: Opposition to DS 25206 (Diamond) – Design Study, Coastal Development Permit, and ADU at Scenic Road 5 NW of 8th Avenue

Dear Chair and Commissioners,

I am the immediate neighboring property owner to the above-referenced project. I write to oppose the proposed Design Study and Coastal Development Permit as currently designed. While I recognize that California law (Gov. Code §65852.2) limits local discretion over accessory dwelling units (ADUs), that limitation does not extend to discretionary components of this project, including the roof deck, site design, and Coastal Development Permit findings.

Under California Government Code §65852.2, the City must approve an ADU that meets objective standards and cannot impose

subjective or discretionary barriers that would effectively preclude its development. However, this project is not limited to a ministerial ADU. It includes a roof deck, requires a Coastal Development Permit, and is subject to Design Study review within multiple overlay districts. Accordingly, while the ADU itself may be protected, the City retains full authority to deny or condition discretionary elements and to require findings under the Coastal Act and Carmel Municipal Code.

The proposed roof deck introduces direct and elevated views into adjacent residential properties, including private outdoor areas and habitable rooms. Under Carmel's Design Study framework (CMC Title 17), approval requires findings that the project maintains reasonable visual privacy between neighboring properties, avoids overlooking and intrusive sightlines, and is compatible with surrounding residential development patterns. The roof deck fundamentally alters the existing condition by creating new elevated vantage points not historically present, enabling direct downward views into private yards, and increasing the intensity of outdoor use at an elevated level. These impacts are inherent to the design and cannot be mitigated through minor conditions. As proposed, the project fails to satisfy required privacy and compatibility findings.

To the extent the applicant relies on ADU law to justify the project as proposed, that reliance is misplaced. State law protects the existence and basic envelope of an ADU, but it does not protect discretionary features such as roof decks, elevated outdoor gathering spaces, or design elements that create new privacy impacts. The City must evaluate these discretionary components independently, and approval of the ADU does not compel approval of the roof deck or associated design features.

It is also important to recognize that Carmel's current ADU ordinance contains provisions that are inconsistent with state law, including limitations on size, height, and the application of zoning controls that are preempted by state statute. As a result, the City cannot rely on those provisions to justify denial or to impose unlawful constraints. Instead, the City must rely on valid discretionary authorities, including Design Study and Coastal Development Permit findings, and apply them rigorously and consistently.

Under the California Coastal Act and Carmel's Local Coastal Program, the Commission must find that the project protects neighborhood character and visual resources, avoids adverse impacts to adjacent residential uses, and is consistent with the scale and pattern of surrounding development. The proposed roof deck and intensification of use introduce visual and privacy impacts that are inconsistent with neighborhood character, create new overlook conditions affecting adjacent properties, and increase activity levels in a manner that conflicts with the established residential pattern. As currently designed, the required Coastal Development Permit findings cannot be made.

With respect to parking, while state law limits the imposition of parking requirements for ADUs in certain contexts, the City retains the authority to evaluate actual neighborhood conditions and cumulative impacts on coastal residential streets. This area of Scenic Road is already constrained by visitor demand, coastal access, and limited on-street parking availability. The addition of an ADU and associated intensification of use creates a reasonable likelihood of spillover parking impacts. At a minimum, the Commission should require a project-specific analysis or impose conditions to address these impacts.

Finally, the project is proposed as categorically exempt under CEQA Guidelines Section 15301. However, the Commission must evaluate whether exceptions apply under Section 15300.2, including unusual circumstances and cumulative impacts. The presence of an elevated roof deck, direct privacy impacts, and the constrained coastal setting provide a reasonable basis to conclude that such exceptions may apply.

In conclusion, this project should not be treated as a simple ADU. It is a discretionary coastal development project that includes an ADU component. While state law limits the City's ability to deny a compliant ADU, it does not require approval of discretionary design elements that create direct privacy impacts, conflict with neighborhood character, and fail required Coastal Development Permit findings.

For these reasons, I respectfully request that the Planning Commission deny the Design Study and Coastal Development Permit as proposed, or require substantial redesign, including elimination or significant modification of the roof deck, design changes to eliminate direct overlook into adjacent properties, and a

demonstration that the project will not create adverse parking impacts.

Sincerely,

Susan McClatchy

Carmel-by-the-Sea

Evan Kort <ekort@ci.carmel.ca.us>

Proposed Action: DS25206. (Diamond)

Patty Dilks [redacted]
To: ekort@ci.carmel.ca.us

Tue, Mar 31, 2026 at 12:43 PM

External Sender - From: (Patty Dilks [redacted]
This message came from outside your organization.

March 31, 2026

Evan

On March 21st Steve Diamond texted my husband, asking how the heavy flooding in Hawaii was effecting us. Mr Diamond went on to ask for John's advice on some paintings he was considering at the up coming art auction. John responded we were okay, and

gave his opinions on the art, and that we would be back in Carmel on March 26th.

Diamond made no mentioned of his impending deck project the size of a four car garage or his ADU.

On March 23 This time Diamond adds, "We have been pursuing building an ADU unit. The story boards will be up when you arrive. Your views will not be effected at all." The last line made us think he was building it over his existing two car garage.

We learned later he had told another neighbor all about it months earlier.

We have known Mr Diamond for more than 40 years. He has long wanted to expand his outdoor living pace towards the beach. He and his first wife had drawings done of two curving staircases coming down from their upper deck, much like

the Palace of Versailles. I don't know what happened to the plans but it never occurred. A few years later he showed us drawings of two more staircases, each one hugged the side of the building. This ADU was never on his list before.

His house is currently more square footage than the city of Carmel allows.

Steve Diamond doesn't really want an ADU, it is just a ploy to get the giant entertainment deck he wants. The deck will be 16 feet above ground and then for safety reasons must have rails on all sides above the 16 feet.

The deck will most likely need tables, chairs, umbrellas, outdoor heaters, fire pit and outdoor kitchen and possibly lighting and music.

While maximizing the buildings square footage on his property to increase his value, he will have decreased the value of his neighbor's homes by blocking their view of the ocean.

Thank you for any help you can be on this problem.

Patty Dilks

Steve and Marti Diamond
Scenic Road 5 NW of 8th Avenue
Carmel by the Sea, 93921
Steve: [redacted]
Marti:

April 1, 2026

Dear Neighbors,

RE: DS 25206 (Diamond)

We are writing to you directly regarding our proposed ADU.

This ADU has been planned for an important long-term purpose: to provide space for a caretaker as we age. We have handled this carefully, worked with a top architect, and taken care to ensure that the design is appropriate to the property and respectful of the surrounding neighborhood. Our daughter recently passed unexpectedly. She was the one who we anticipated would take care of us when we needed someone by our side. We realized we had to step into action while we were able.

We understand that concerns have been raised, but we want to be very clear: this ADU will not interfere with your view, and parking will not be an issue. We have two parking spaces in our garage. The intended use of the ADU is limited and practical. The project is not being pursued in a way that would create the kind of impact that has been suggested.

What is most disappointing is that, despite our effort to invite direct conversation and review the plans with neighbors, this has instead become a divisive issue in the neighborhood. We have been and remain particularly saddened by that. It has affected us deeply. We would have much preferred a straightforward conversation about any concerns before the situation got so escalated and hostile.

Even now, we remain open to speaking with you directly and respectfully about any outstanding questions or concerns. We continue to hope that is still possible. Please see attachments. We welcome you to share this letter and notice to those who have been contacted by others and may have a concern.

Most Sincerely,
Marti and Steve Diamond

Carmel-by-the-Sea

Evan Kort <ekort@ci.carmel.ca.us>

DS 25206 (Diamond)

Evan Kort <ekort@ci.carmel.ca.us> Fri, Apr 3, 2026 at 4:53 PM
Draft

---------- Forwarded message ---------
From: **Sonsini, Larry** <REDACTED>
Date: Fri, Apr 3, 2026 at 9:36 AM
Subject: DS 25206 (Diamond)
To: ekort@ci.carmel.ca.us <ekort@ci.carmel.ca.us>
Cc: Marti Diamond (REDACTED) <REDACTED>

External Sender - From: **("Sonsini, Larry" <REDACTED>)**
This message came from outside your organization.

Dear Mr. Kort,

I own a home located on San Antonio Ave 4NW of 8th in Carmel. My property runs down from the San Antonio address to Scenic and I oversee the residence owned by Steve Diamon on Scenic Road 5 NW of 9th. I am aware of the Planning Commission review of Mr. Diamond's project DS25206. I support Mr. Diamond's project and see no objection to it as planned as it does not portend to obstruct any view from my property. As stated by Mr. Diamond, the project has merit and will not diminish in any respect the rights or benefits of neighboring properties. The matter should be approved without objection.

Sincerely,

Larry W. Sonsini

Senior and Founding Partner

Wilson Sonsini

Attorneys at Law

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Carmel-by-the-Sea

Evan Kort <ekort@ci.carmel.ca.us>

Diamond ADU permit DS 25206

Evan Kort <ekort@ci.carmel.ca.us> Fri, Apr 3, 2026 at 4:52 PM
Draft

---------- Forwarded message ---------
From: **Susan Mcclatchy** <REDACTED>
Date: Fri, Apr 3, 2026 at 12:22 PM
Subject: Diamond ADU permit DS 25206
To: <ekort@ci.carmel.ca.us>

External Sender - From: **(Susan Mcclatchy <REDACTED>)**
This message came from outside your organization.

April 2nd, 2026

Carmel-by-the-Sea Planning Commission

City of Carmel-by-the-Sea

P.O. Box CC

Carmel-by-the-Sea, CA 93921

Re: Opposition to DS 25206 (Diamond) – Design Study, Coastal Development Permit, and ADU at Scenic Road 5 NW of 8th Avenue

Dear Chair and Commissioners,

I am the immediate neighboring property owner to the above-referenced project. I write to oppose the proposed Design Study and Coastal Development Permit as currently designed. While I recognize that California law (Gov. Code §65852.2) limits local discretion over accessory dwelling units (ADUs), that limitation does not extend to discretionary components of this project, including the roof deck, site design, and Coastal Development Permit findings.

Under California Government Code §65852.2, the City must approve an ADU that meets objective standards and cannot impose subjective or discretionary barriers that would effectively preclude its development. However, this project is not limited to a ministerial ADU. It includes a roof deck, requires a Coastal Development Permit, and is subject to Design Study review within multiple overlay districts. Accordingly, while

the ADU itself may be protected, the City retains full authority to deny or condition discretionary elements and to require findings under the Coastal Act and Carmel Municipal Code.

The proposed roof deck introduces direct and elevated views into adjacent residential properties, including private outdoor areas and habitable rooms. Under Carmel's Design Study framework (CMC Title 17), approval requires findings that the project maintains reasonable visual privacy between neighboring properties, avoids overlooking and intrusive sightlines, and is compatible with surrounding residential development patterns. The roof deck fundamentally alters the existing condition by creating new elevated vantage points not historically present, enabling direct downward views into private yards, and increasing the intensity of outdoor use at an elevated level. These impacts are inherent to the design and cannot be mitigated through minor conditions. As proposed, the project fails to satisfy required privacy and compatibility findings.

To the extent the applicant relies on ADU law to justify the project as proposed, that reliance is misplaced. State law protects the existence and basic envelope of an ADU, but it does not protect discretionary features such as roof decks, elevated outdoor gathering spaces, or design elements that create new privacy impacts. The City must evaluate these discretionary components independently, and approval of the ADU does not compel approval of the roof deck or associated design features.

It is also important to recognize that Carmel's current ADU ordinance contains provisions that are inconsistent with state law, including limitations on size, height, and the application of zoning controls that are preempted by state statute. As a result, the City cannot rely on those provisions to justify denial or to impose unlawful constraints. Instead, the City must rely on valid discretionary authorities, including Design Study and Coastal Development Permit findings, and apply them rigorously and consistently.

Under the California Coastal Act and Carmel's Local Coastal Program, the Commission must find that the project protects neighborhood character and visual resources, avoids adverse impacts to adjacent residential uses, and is consistent with the scale and pattern of surrounding development. The proposed roof deck and intensification of use introduce visual and privacy impacts that are inconsistent with neighborhood character, create new overlook conditions affecting adjacent properties, and increase activity levels in a manner that conflicts with the established residential pattern. As currently designed, the required Coastal Development Permit findings cannot be made.

With respect to parking, while state law limits the imposition of parking requirements for ADUs in certain contexts, the City retains the authority to evaluate actual neighborhood conditions and cumulative impacts on coastal residential streets. This

area of Scenic Road is already constrained by visitor demand, coastal access, and limited on-street parking availability. The addition of an ADU and associated intensification of use creates a reasonable likelihood of spillover parking impacts. At a minimum, the Commission should require a project-specific analysis or impose conditions to address these impacts.

Finally, the project is proposed as categorically exempt under CEQA Guidelines Section 15301. However, the Commission must evaluate whether exceptions apply under Section 15300.2, including unusual circumstances and cumulative impacts. The presence of an elevated roof deck, direct privacy impacts, and the constrained coastal setting provide a reasonable basis to conclude that such exceptions may apply.

In conclusion, this project should not be treated as a simple ADU. It is a discretionary coastal development project that includes an ADU component. While state law limits the City's ability to deny a compliant ADU, it does not require approval of discretionary design elements that create direct privacy impacts, conflict with neighborhood character, and fail required Coastal Development Permit findings.

For these reasons, I respectfully request that the Planning Commission deny the Design Study and Coastal Development Permit as proposed, or require substantial redesign, including elimination or significant modification of the roof deck, design changes to eliminate direct overlook into adjacent properties, and a demonstration that the project will not create adverse parking impacts.

Sincerely,

Susan McClatchy

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CITY OF CARMEL-BY-THE-SEA
PLANNING COMMISSION

PLANNING COMMISSION RESOLUTION NO. 2026-12-PC

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CARMEL-BY-THE-SEA FINDING THE PROJECT QUALIFIES AS A CLASS 1 CATEGORICAL EXEMPTION PURSUANT TO CEQA GUIDELINES SECTION 15301 AND NONE OF THE EXCEPTIONS TO THE EXEMPTIONS CONTAINED IN SECTION 15300.2 CAN BE MADE IN THIS CASE; DENYING A DESIGN STUDY REFERRAL FOR THE CONSTRUCTION OF A NEW ROOF DECK ABOVE A PROPOSED 800-SQUARE-FOOT ACCESSORY DWELLING UNIT (UNDER A SEPARATE MINISTERIAL PERMIT); APPROVING A COASTAL DEVELOPMENT PERMIT TO ALLOW NON-EXCLUDED DEVELOPMENT (GROUND DISTURBANCE FOR AN 800 SQUARE ACCESSORY DWELLING UNIT ATTACHED TO AN EXISTING REAR TERRACE, LANDSCAPING, DRAINAGE IMPROVEMENTS AND ASSOCIATED SITE WORK) LOCATED WEST OF CARMELO STREET. THE PROPERTY IS LOCATED AT SCENIC ROAD 5 NORTHWEST OF 8TH AVENUE IN THE SINGLE-FAMILY RESIDENTIAL (R-1) DISTRICT, ARCHAEOLOGICAL SIGNIFICANCE (AS) OVERLAY DISTRICT, PARK (P) OVERLAY DISTRICT, AND BEACH AND RIPARIAN (BR) OVERLAY; AND APPROVING A DESIGN STUDY REFERRAL FOR THE INSTALLATION LANDSCAPING CONSISTENT WITH THE PROPOSED LANDSCAPING PLAN AS AUTHORIZED BY THE COASTAL DEVELOPMENT PERMIT. APN: 010-312-012-000.

WHEREAS, on October, 7 2025, International Design Group, Architect ("Applicant") submitted an application on behalf of DIAMOND STEPHEN P TR ("Owner") requesting approval of Design Study and Coastal Development Permit application DS 25206 (Diamond) described herein as ("Application"); and

WHEREAS, the Application has been submitted for a 16,000-square-foot site located at Scenic Road 5 NW of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay District; and

WHEREAS, applicant is requesting approval of a Design Study and Coastal Development Permit for the addition of an 800 square foot accessory dwelling unit (ADU). The project includes a proposed deck which would be accessed via an existing rear patio and located on the roof of the ADU -labeled in plans as, "roof view terrace." Site improvements include landscaping, drainage improvements, and site work associated with the associated improvements; and

WHEREAS, Carmel-by-the-Sea Municipal Code provides that certain projects can be excluded from a Coastal Development Permit requirement. However, it also finds that development in specific locations does not qualify for exclusion due to potential impacts to coastal resources. The subject property is located west of Carmelo Street and improvements on properties within this area do not qualify for exclusion; and

WHERAS, Although state law mandates that ADUs be approved ministerially, the "Coastal Savings Clause" (Government Code Section 66329) and the California Coastal Act requires discretionary review of development which has the potential to impact coastal resources. As such, the decision before the Planning Commission does not include the establishment of the ADU. It does, however, include the proposed development (e.g. land disturbance) within a sensitive coastal resource area; and

WHEREAS, a Coastal Development Permit is required for the project in accordance with Carmel-by-the-Sea Municipal Code (CMC) Sections 17.52.090.A and 17.52.100.D.2; and

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WHEREAS, on March 27, 2026, a notice of public hearing was published in the Carmel Pine Cone for the April 8, 2026, Planning Commission meeting in compliance with State law (California Government Code 65091) and mailed to owners of real property within a 300-foot radius of the project indicating the date and time of the public hearing; and

WHEREAS, on or before March 29, 2026, the Applicant posted the public notice on the project site and hand-delivered a copy of the public notice to each property within a 100-foot radius of the project site indicating the date and time of the public hearing; and

WHEREAS, on or before April 5, 2026, the meeting agenda was posted in three locations in compliance with State law indicating the date and time of the public hearing; and

WHEREAS, on April 8, 2026, the Planning Commission held a duly noticed public hearing to receive public testimony regarding the Application, including, without limitation, the information provided to the Planning Commission by City staff and through public testimony on the project; and

WHEREAS, the Planning Commission did hear and consider all said reports, attachments, recommendations and testimony herein above set forth and used their independent judgement to evaluate the project; and

WHEREAS, the California Environmental Quality Act (California Public Resources Code §§ 21000, et seq., "CEQA"), together with State Guidelines (14 California Code Regulations §§ 15000, et seq., the "CEQA Guidelines") and City Environmental Regulations (CMC Chapter 17.60) require the review of certain projects for environmental impacts and preparation of environmental documents; and

WHEREAS, the Planning Commission found that pursuant to CEQA regulations, the Application is categorically exempt under Section 15301 (Class 1) – Existing Facilities, and no exceptions to the exemption exist pursuant to section 15300.2 of the CEQA Guidelines as discussed below:

a) Location. The proposed project would not result in any significant impacts due to the project's location and remains in context and consistent with the existing conditions of the single-family residential (R-1) zoning district, and applicable overlay districts. Recommendations within technical reports made by qualified professionals implement the requirements of the Carmel Municipal Code/Coastal Implementation Plan.

b) Cumulative Impact. No successive projects on the project site are proposed, known, or expected to occur over time that would result in cumulatively considerable impacts.

c) Significant Effect. The proposed project would not result in any significant impacts due to unusual circumstances and remains in context and consistent with the existing conditions of the single-family residential (R-1) zoning district, and applicable overlay districts. Recommendations within technical reports made by qualified professionals implement the requirements of the Carmel Municipal Code/Coastal Implementation Plan.

d) Scenic Highways. The proposed project is not located within, immediately adjacent to, or visible from, a highway officially designated as a state scenic highway.

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e) Hazardous Waste Sites. The project site is not on the California Environmental Protection Agency Cortese List of Data Sources, or any other known list that reports hazardous waste sites.

f) Historical Resources. On November 11, 2025, Margret Clovis, a qualified professional in Architectural History, under contract to the city, concluded, "The house underwent major remodels in 1987 and 1997, and it has substantially lost its historic integrity. The property does not relate to historic themes or property types established in the Historic Context Statement. The property is not associated with important events, people, or architecture that are identified in the Historic Context Statement. An intensive survey is not recommended." A determination of ineligibility was issued by the Department of Community Planning and Building on March 30, 2026.

Pursuant to CMC section 17.32.060.E.1, a Phase I Archaeological Resource Management Report (ARMR) dated October 2025 was also prepared for the site by Achasta Archaeological Services, Marina, California. The result of the report was negative; and

WHEREAS, the facts set forth in the recitals are true and correct and are incorporated herein by reference.

NOW THEREFORE, BE IT RESOLVED, that, consistent with the requirements of CMC sections 17.20.110.C, 17.20.160.A.8, and 17.20.160.B.9, the Planning Commission of the City of Carmel-By-The-Sea does hereby find:

1. The setbacks for the proposed development to be consistent with the setbacks depicted in the proposed plans dated June 27, 2025 prepared by Internation Design Group, and accompanying application materials, approved by the Planning Commission on April 8, 2026 except as modified by the Conditions of Approval; and
2. That the setbacks described herein are adequate and appropriate for the proposed development of this subject application, and future development, or future applications, shall require a determination for setbacks based on factors including but not limited to changes in the context of the site, and/or changing environmental conditions.

BE IT FURTHER RESOLVED, that the Planning Commission of the City of Carmel-By-The-Sea does hereby make the following findings and determinations regarding the **Denial** of the associated **Design Study** for the construction of a roof deck above a separately permitted accessory dwelling unit:

FINDINGS REQUIRED FOR DESIGN STUDY ACCEPTANCE (CMC SECTION 17.58) For each of the required design study findings listed below, staff has indicated whether the plans submitted, and/or as conditioned, support adoption of the findings. For all findings checked "no" the staff report discusses the issues to facilitate decision-making by the Planning Commission. Findings checked "yes" may or may not be discussed in the staff report depending on the issues.		
CMC Section 17.58.060.B – Findings for Design Review Approval	**YES**	**NO**
1. Conform to the applicable policies of the General Plan and the Local Coastal Program		✓
2. Comply with all applicable provisions of this code; and		✓
3. Are consistent with applicable adopted design review guidelines.		✓
Evidence: Pursuant to CMC section 17.02.060.C.4.c, *A proposed use is consistent with all elements of the Carmel-by-the-Sea General Plan and Coastal Land Use Plan when [the] following conditions exist:*		

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Ensuring that design considers such items as natural site features; architectural, environmental and cultural preservation; usable open space; and relationship to surrounding uses in terms of scale, siting, architectural features and neighborhood development patterns.

As found in the staff report, inclusion of the proposed roof deck conflicts with CMC section 17.20.160.A.3 which requires, "All development shall be compatible in design with existing buildings in the area for the purpose of protecting the neighborhood character and consistent with the R-1 design guidelines established in CMC § 17.10.010."

The design features does not maintain the appropriate scale to maintain the intimate, rural charm and village character of Carmel-by-the-Sea nor, is the appropriate scale to be considered similar to improvements on neighboring properties that would allow for reasonable privacy.

> ***CMC section 17.10.010.E. Scale.*** *Buildings shall relate to a human scale in their forms, elements and in the detailing of doors, windows, roofs and walkways. Oversized design elements make structures appear dominating and monumental. This out-of-scale character represents a poor fit to the human form, vitiates the more intimate, rural charm and village character of Carmel-by-the-Sea and shall be avoided.*
>
> ***CMC section 17.10.010.G.*** *Privacy. Designs should respect the privacy of neighbors. The placement of windows, doors, balconies and decks should be sensitive to similar improvements on neighboring properties.*

The fact that an accessory dwelling unit is located below the proposed deck does not negate or lessen the proposed impacts of the proposed roof deck, visual impacts, or privacy impacts raised in previously or as part of this consideration, and is contrary to code requirements for design neighborhood compatibility (CMC section 17.20.160.A.3)

BE IT FURTHER RESOLVED that the Planning Commission of the City of Carmel-By-the-Sea does hereby make the following findings and determinations regarding the **Approval** of the Coastal Development Permit to allow non-excluded development (ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work):

FINDINGS REQUIRED FOR COASTAL DEVELOPMENT PERMITS

For each of the required findings listed below, the staff has indicated whether the proposed project or the addition of conditions supports the adoption of the findings. For all findings checked "no," the staff report discusses the issues to facilitate the Planning Commission's decision-making. Findings checked "yes" may or may not be discussed in the report depending on the issues.

CMC Section 17.64.010.B, Coastal Development Permits	YES	NO
1. The project, as described in the application and accompanying materials, as modified by any conditions of approval, conforms with the certified City of Carmel-by-the-Sea Local Coastal Program.	✓	
2. If the project is located between the first public road and the sea, the project conforms with the public access and recreation policies of Chapter 3 of the Coastal Act of 1976 (commencing with Sections 30200 of the Public Resources Code).	✓	
Evidence #1: See Staff Report.		

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Evidence #2: The proposed development is located between the first public road and the sea, as identified on the "Post-LCP Certification Permit and Appeal Jurisdiction" map dated October 18, 2004, prepared by the California Coastal Commission. In accordance with CMC 17.20.180.B, *"Proposed development and new land uses located between the ocean and the first public road may be required to provide vertical (perpendicular) access from the public road to bluff and beach areas, and lateral access along the beach, shoreline and bluff tops, where the review authority first makes specific findings documenting the need for additional public access on and/or through the site, and the relationship of the required dedication to the impacts on existing access, or needs for additional access created by the project."*

The Coastal Access and Recreation Element of the General Plan/Land Use Plan finds, "*Carmel is among a limited number of California coastal communities where nearly the entire shoreline from the first public road to the sea is open to the public and easily accessible. (LUP)"*

There is no existing access (either acquired through use or legislative authorization) on or through the site, and this site would not contribute to the enhancement, improvement, or other public benefit (i.e. there is no need) for new dedication at this time of an accessway based on the site's location and attributes. This requirement/finding may be reassessed in the future upon reconsideration of a new or amended Coastal Development Permit.

BE IT FURTHER RESOLVED, that the Planning Commission of the City of Carmel-By-The-Sea does hereby make the following findings and determinations regarding the **Approval** of the associated **Design Study** for the installation landscaping consistent with the proposed landscaping plan as authorized by the Coastal Development Permit:

FINDINGS REQUIRED FOR DESIGN STUDY ACCEPTANCE (CMC SECTION 17.58)

For each of the required design study findings listed below, staff has indicated whether the plans submitted, and/or as conditioned, support adoption of the findings. For all findings checked "no" the staff report discusses the issues to facilitate decision-making by the Planning Commission. Findings checked "yes" may or may not be discussed in the staff report depending on the issues.

CMC Section 17.58.060.B – Findings for Design Review Approval	**YES**	**NO**
1. Conform to the applicable policies of the General Plan and the Local Coastal Program	✓	
2. Comply with all applicable provisions of this code; and	✓	
3. Are consistent with applicable adopted design review guidelines.	✓	
Evidence: See Staff Report.		

BE IT FURTHER RESOLVED that the Planning Commission of the City of Carmel-by-the-Sea does hereby **FIND** the project qualifies for a Class 1 Categorical Exemption pursuant to CEQA Guidelines Section 15301 and none of the exceptions to the exemptions contained in Section 15300.2 can be made in this case and **DENY** a Design Study Referral for the construction of a new roof deck above a proposed 800-square-foot accessory dwelling unit (under separate ministerial permit), and **APPROVE** a Coastal Development Permit to allow non-excluded development consisting of ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work on a property west of Carmelo Street. The property is located at Scenic Road 5 northwest of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay, APN: 010-312-012-000.

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The following Conditions apply for any development undertaken subject to this Coastal Development Permit:

CONDITIONS OF APPROVAL	
No.	**Standard Conditions**
1.	**Authorization.** This approval of Coastal Development Permit authorizes the non-excluded development (ground disturbance for an 800 square accessory dwelling unit attached to an existing rear terrace, landscaping, drainage improvements and associated site work) located at Scenic Road 5 northwest of 8th Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay District, Park (P) Overlay District, and Beach and Riparian (BR) Overlay, APN: 010-312-012-000, consistent with plans dated June 27, 2025 prepared by Internation Design Group, and approved by the Planning Commission on April 8, 2026, and associated application materials, unless modified by the Conditions of Approval, herein.
2.	**Building Permit Required.** Any development undertaken subject to this Coastal Development Permit shall be subject to a building permit application prior to installation of such improvements.
3.	**Codes and Ordinances.** The project shall be constructed in conformance with all requirements of the R-1 zoning district, and all applicable overlay districts. All adopted building and fire codes shall be adhered to in preparing the working drawings. If any codes or ordinances require design elements to be changed, or if any other changes are requested when such plans are submitted, such changes may require additional environmental review and subsequent approval by the Planning Commission, or the Community Planning and Building Department, as determined by the Director.
4.	**Permit Validity.** In accordance with CMC Section 17.52.170 (Time Limits on Approvals and Denials), this Coastal Development Permit remains valid for a period of 12 months from the date of action. During this time, the project must be implemented, or the approval becomes void. Implementation is effected by erecting, installing, or beginning the installation of the improvement authorized by the permit, as determined by the Director. Extensions to this approval may be granted consistent with CMC 17.52.170.C.
5.	**Water Use**. Approval of this application does not permit an increase in water use on the project site without adequate supply. Should the Monterey Peninsula Water Management District determine that adequate water is unavailable for this site, this permit will be scheduled for reconsideration, and appropriate findings will be prepared for review and adoption by the Planning Commission or the Community Planning and Building Department, as determined by the Director.
6.	**Setback and Height Certifications.** For any development undertaken subject to this Coastal Development Permit that includes building foundations, and/or building walls, as determined by the Building Official: A State licensed surveyor shall survey and certify the following in writing: • The footing locations are in conformance with the approved plans prior to footing/foundation inspection; • The roof heights and plate heights of each building are in conformance with the approved plans prior to the roof sheathing inspection. Roofs and plates shall not exceed the elevation points as identified in the approved project plans, and the roofs include an appropriate allowance for roofing material thickness. Written certifications prepared, sealed, and signed by the surveyor shall be provided prior to

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	footing/foundation inspection and roof sheathing inspection. In the event that multiple footing/foundation pours are required, a survey letter shall be submitted for each separate section.
7.	**Modifications.** The Applicant shall submit in writing, with revised plans, to the Community Planning and Building staff any proposed changes to the approved project plans prior to incorporating those changes. If the Applicant changes the project without first obtaining City approval, the Applicant will be required to submit the change in writing, with revised plans, within two weeks of the City being notified. A cease work order may be issued at any time at the discretion of the Director of Community Planning and Building until a) either the Planning Commission or Staff has approved the change, or b) the property owner has eliminated the change and submitted the proposed change in writing, with revised plans, for review. The project will be reviewed for its compliance with the approved plans prior to the final inspection.
8.	**Exterior Revisions to Planning Approval Form.** All proposed modifications that affect the exterior appearance of the building or site elements shall be submitted on the "Revisions to Planning Approval" form on file in the Community Planning and Building Department. Any modification incorporated into the construction drawings not listed on this form shall not be deemed approved upon issuance of a building permit.
9.	**Conflicts Between Planning Approvals and Construction Plans.** It shall be the responsibility of the Owner, Applicant, and Contractor(s) to ensure consistency between the project plans approved by the Planning Staff, the Planning Commission, or the City Council on appeal and the construction plans submitted to the Building Division as part of the Building Permit review. Where inconsistencies between the Planning approval and the construction plans exist, the Planning approval shall govern unless otherwise approved in writing by the Community Planning & Building Director or their designee. When changes or modifications to the project are proposed, the Applicant shall clearly list and highlight each proposed change and bring each change to the City's attention. Changes to the project incorporated into the construction drawings that were not clearly listed or identified as a proposed change shall not be considered an approved change. Should conflicts exist between the originally approved project plans and the issued construction drawings that were not explicitly identified as a proposed change, the plans approved as part of the Planning Department Review, including any Conditions of Approval, shall prevail.
10.	**Exterior Lighting.** Prior to the issuance of a building permit, the Applicant shall include in the construction drawings the manufacturer's specifications, including illumination information, for all exterior light fixtures. All fixtures shall be shielded and down-facing. Exterior wall-mounted lighting shall be limited to 25 watts or less (incandescent equivalent or 375 lumens) per fixture and shall be installed no higher than 10 feet above the ground or walking surface. Landscape lighting shall not exceed 18 inches above the ground nor more than 15 watts (incandescent equivalent or 225 lumens) per fixture and shall be spaced no closer than 10 feet apart. Landscape lighting shall not be used as accent lighting, nor shall it be used to illuminate trees, walls, or fences. The purpose of landscape lighting is to safely illuminate walkways and entrances to the subject property and outdoor living spaces.
11.	**Indemnification.** The Applicant agrees, at his or her sole expense, to defend, indemnify, and hold harmless the City, its public officials, officers, employees, and assigns from any liability; and shall

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	reimburse the City for any expense incurred, resulting from, or in connection with any project approvals. This includes any appeal, claim, suit, or other legal proceedings to attack, set aside, void, or annul any project approval. The City shall promptly notify the Applicant of any legal proceeding and cooperate fully in the defense. The City may, at its sole discretion, participate in any such legal action, but participation shall not relieve the Applicant of any obligation under this condition. Should any party bring any legal action in connection with this project, the Superior Court of the County of Monterey, California, shall be the situs and have jurisdiction for resolving all such actions by the parties hereto.
12.	**Hazardous Materials Waste Survey.** Prior to the issuance of a demolition or building permit, the Applicant shall submit a hazardous materials waste survey to the Building Division in conformance with the Monterey Bay Unified Air Pollution Control District.
13.	**Cultural Resources.** Throughout construction, all activities involving excavation shall immediately cease if cultural resources are discovered on the site, and the Applicant shall notify the Community Planning & Building Department within 24 hours. Work shall not be permitted to recommence until such resources are properly evaluated for significance by a qualified archaeologist. If the resources are determined to be significant, prior to the resumption of work, a mitigation and monitoring plan shall be prepared by a qualified archaeologist and reviewed and approved by the Community Planning and Building Director. In addition, if human remains are unearthed during the excavation, no further disturbance shall occur until the County Coroner has made the necessary findings regarding origin and distribution pursuant to California Public Resources Code (PRC) Section 5097.98.
14.	**Truck Haul Route.** Prior to the issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning & Building Director, in consultation with the Public Works and Public Safety Departments, a truck-haul route and any necessary traffic control measures for the grading activities. The Applicant shall be responsible for ensuring adherence to the truck-haul route and implementation of any required traffic control measures.
15.	**USA North 811.** Prior to any excavation or digging, the Applicant shall contact the appropriate regional notification center (USA North 811) at least two working days, but not more than 14 calendar days, prior to commencing that excavation or digging. No digging or excavation is authorized to occur on-site until the Applicant has obtained a Ticket Number and all utility members have positively responded to the dig request. (Visit USANorth811.org for more information)
16.	**Conditions of Approval.** Prior to the issuance of a building permit, the Applicant shall print a copy of the Resolution adopted by the Planning Commission and signed by the property owner(s) on a full-size sheet within the construction plan set submitted to the Building Safety Division.
17.	**Landscape Plan Required.** Prior to the issuance of a building permit, the Applicant shall submit a landscape plan for review and approval by the Community Planning & Building Department and the City Forester. The landscape plan shall be included in the construction drawings and will be reviewed for compliance with the landscaping standards contained in the Zoning Code, including, but not limited to, the following: 1) All new landscaping shall be 75% drought-tolerant; 2) Landscaped areas shall be irrigated by a drip/sprinkler system set on a timer; and The landscape plan shall identify the location where new trees will be planted when new trees are required to be planted by the City code, the Forest and Beach Commission, or the Planning Commission.

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18.	**Tree Removal Prohibited.** Throughout construction, the Applicant shall protect all trees identified for preservation by methods approved by the City Forester. Trees on or adjacent to the site shall only be removed upon the approval of the City Forester or Forest and Beach Commission.
19.	**Tree Protection Measures.** Requirements for tree preservation shall adhere to the following tree protection measures on the construction site. • Prior to grading, excavation, or construction, the developer shall clearly tag or mark all trees to be preserved. • Excavation within 6 feet of a tree trunk is not permitted. • No attachments or wires of any kind, other than those of a protective nature, shall be attached to any tree. • Per Municipal Code Chapter 17.48.110, no material may be stored within the dripline of a protected tree, including the drip lines of trees on neighboring parcels. • Tree Protection Zone. The Tree Protection Zone shall be equal to dripline or 18 inches radially from the tree for every one inch of trunk diameter at 4.5 feet above the soil line, whichever is greater. A minimum of 4-foot-high transparent fencing is required unless otherwise approved by the City Forester. Tree protection shall not be resized, modified, removed, or altered in any manner without written approval. The fencing must be maintained upright and taught for the duration of the project. No more than 4 inches of wood mulch shall be installed within the Tree Protection Zone. When the Tree Protection Zone is at or within the drip line, no less than 6 inches of wood mulch shall be installed 18 inches radially from the tree for every one inch of trunk diameter at 4.5 feet above the soil line outside of the fencing. • Structural Root Zone. The Structural Root Zone shall be 6 feet from the trunk or 6 inches radially from the tree for every one inch of trunk diameter at 4.5’ above the soil line, whichever is greater. Any excavation or changes to the grade shall be approved by the City Forester prior to work. Excavation within the Structural Root Zone shall be performed with a pneumatic excavator, hydro-vac at low pressure, or another method that does not sever roots. • If roots greater than 2 inches in diameter or larger are encountered within the approved Structural Root Zone, the City Forester shall be contacted for approval to make any root cuts or alterations to structures to prevent roots from being damaged. • If roots larger than 2 inches in diameter are cut without prior City Forester approval or any significant tree is endangered as a result of construction activity, the building permit will be suspended, and all work stopped until an investigation by the City Forester has been completed, and mitigation measures have been put in place.
20.	**Foundation Work Near Significant Trees.** All foundations within 15 feet of significant trees shall be excavated by hand. If any tree roots larger than two inches (2”) are encountered during construction, the City Forester shall be contacted before cutting the roots. The City Forester may require the roots to be bridged or may authorize the roots to be cut. If roots larger than two inches (2”) in diameter are cut without prior City Forester approval or any significant tree is endangered as a result of construction activity, the building permit will be suspended and all work stopped until an investigation by the City Forester has been completed. Six inches (6”) of mulch shall be evenly spread across the inside the dripline of all trees prior to the issuance of a building permit.
21.	**Drainage Plan.** Prior to the issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning & Building and Public Works Departments a drainage

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	plan that meets the requirements of the City's drainage guidance, SOG 17-07 and Condition of Approval No. 30. At a minimum, new and replaced impervious area drainage must be dispersed around the site rather than focused on one corner of the property; infiltration features must be sized appropriately and located at least 6 feet from neighboring properties. The drainage plan shall include information on drainage from new impervious areas and semi-pervious areas.
22.	**BMP Tracking Form.** Prior to issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning & Building and Public Works Departments a completed BMP Tracking form.
23.	**Erosion and Sediment Control Plan.** Prior to issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning & Building and Public Works Departments an erosion and sediment control plan that includes locations and installation details for erosion and sediment control BMPs, material staging areas, stabilized access and the requirements contained in Condition of Approval No. 31.
24.	**Conditions of Approval Acknowledgement**. Prior to the issuance of a building permit revision, a completed **Conditions of Approval Acknowledgment** form shall be included in the construction drawings. The form shall be signed by the Property Owner, Applicant, and Contractor prior to the issuance of a building permit.
25.	**Copper Gutters & Downspouts.** Prior to the issuance of a building permit, the applicant shall submit a revised plan for review and approval by the Planning Division identifying alternative materials for exterior water conveying features, such as gutters and downspouts, which are not documented to release contaminants into Carmel Bay -copper may not be considered. All finishes shall be painted to match the existing water conveying features on-site or a similar matte and non-reflective finish.
26.	**Construction Management Plan.** Prior to the issuance of a building permit, the Applicant shall submit a Construction Management Plan for review and approval by the Community Planning & Building Director. The construction management plan shall also be coordinated with the requirements of Condition of Approval No. 31.
	Special Conditions
27.	**Plan Revision – Elimination of Roof Deck.** Prior to building permit issuance, the Applicant shall revise the plans to eliminate access to the roof of the Accessory Dwelling Unit (ADU). The plans shall be revised such that the area designated as “roof deck,” or “view deck,” or similar references to said features, as depicted in the plans dated June 27, 2025 prepared by Internation Design Group, and reviewed by the Planning Commission on April 8, 2026, is revised to designate the area as “ADU roof” or substantially similar designation. The subject area shall not be used, accessed, or maintained as an accessible, usable, or otherwise functional outdoor living space. Steps, stairs, or other means of access shall also be eliminated. No changes to the existing terrace are approved as part of this approval.
28.	**Site Coverage Limitation.** The existing site is not in compliance with site coverage limits and shall not be authorized to increase site coverage (CMC 17.10.030.C.2). Site coverage that was lawfully established but not in compliance with current zoning regulations may be maintained in its current state, however, shall be considered non-conforming. If a non-conforming element is removed, or substantially altered, it shall not be permitted to be rebuilt or re-established in the same location or elsewhere on the site (CMC 17.36.040.E). New or replaced coverage shall require the non-conforming be brought into compliance with the requirements for the R-1 zoning district.
29.	**Site Coverage Removal.** Unless otherwise expressly noted on the approved site plan, all areas

Docusign Envelope ID: BD361531-06A6-49CD-B45A-B6B258859CCC

	where site coverage is proposed to be removed, or new pathways proposed, as depicted in the plans dated June 27, 2025, prepared by Internation Design Group, and reviewed by the Planning Commission on April 8, 2026, shall be replaced with woodchip or mulch. New or replacement improvements that would otherwise count as site coverage (gravel, decomposed granite, pavers, etc) shall not be authorized. All site coverage required to be removed shall be removed prior to final inspection.
30.	**Setback.** Consistent with CMC section 17.20.090.C, all proposed construction, including drainage facilities, shall maintain a setback of at least 15 feet from any property line that also constitutes a park boundary. Prior to building permit issuance, the Applicant shall revise the plans to clearly demonstrate that all development, above and below ground, is located at least 15 feet from any property line that also constitutes a park boundary.
31.	**Civil Plan Revision.** Prior to the issuance of a building permit, the Applicant shall submit revised civil drawings (including the erosion and sediment control plan) that are fully coordinated with the approved landscape plan. These revised plans shall relocate all proposed areas for stockpiles, washouts, staging area, etc, to avoid encroachment into existing landscaping areas designated to remain. In the event that existing landscaping is removed or incidentally damaged during construction, the affected areas shall be rehabilitated. All replacement landscaping shall be designed to establish a natural transition to the adjacent parkland vegetation persuant to CMC section 17.34.090.A.2.
32.	**CMC ESHA and Tree Protection.** The recommendations of the Biological Report prepared by Thompson Wildland Management (TWM), dated January 12, 2026, shall be incorporated herein by reference to implement CMC sections 17.20.220.D and E. The following recommendations from TWM shall be completed prior to building permit issuance: a. Install resource protection measures to prevent unnecessary construction related impacts and disturbance to the surrounding areas in the backyard of the property. Resource protection BMP's include tree protection and erosion & sedimentation control measures, such as high visibility exclusionary fencing that clearly delineates the construction zone and protects the canopy dripline and critical root zone of a few nearby cypress trees, as well as erosion & sedimentation control measures, such as silt fence, straw wattles and soil stabilization measures, that may be necessary. For example and as previously stated, straw wattles or silt fencing shall be installed between the proposed construction footprint and the property fence to the west, as well as a heavy duty green mesh fabric barrier fencing installed and secured along the property fence. Resource protection BMP's shall be properly installed, monitored, maintained and, if necessary, modified and improved on a as needed basis for the duration of the project. (Also See CoAs #18-22) b. Just before (i.e., within 5 days) and again during the initial clearing of landscaping vegetation for this ADU construction project, the project biologist should be present to inspect and observe for the black legless lizard (Anniella pulchra nigra) or any other potentially occurring listed species that have protection status. This reptile that resembles a small snake has the potential of occurring in this coastal zone habitat under vegetation and in loose sandy soils. As a result, this backyard area where the ADU will be constructed should be inspected and monitored during initial clearing operations to

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	make sure the black legless lizard is not present or harmed. c. For any landscape improvements, consideration should be given to using plants that are native or naturalized to this region and are well-adapted to this mixed urban woodland and coastal environment. Plants selected for landscaping operations should be drought tolerant, less flammable and more fire resistant, non-invasive to habitat and open space areas, and suitable and appropriate to this coastal zone environment. (Also see CoA #17) d. As previously stated, nesting birds were not observed during the assessment of this property. However, the nesting season in Monterey County may begin as early as February and continue through August. Consequently, if construction activities begin during this nesting period an additional nesting assessment should be conducted within two weeks of construction activities commencing. e. The 3 mature and senescing Monterey cypress trees that are located in the vicinity of the proposed ADU will need to be adequately protected with tree protection fencing for the duration of the project. These native specie trees appear to be a safe and sufficient distance away from the proposed construction footprint, and given the proper installation, maintenance and monitoring of tree protection measures, construction related impacts are expected to be minimal, insignificant and not harmful to the health and wellbeing of the subject trees. (Also See CoAs #18-20)

*Acknowledgement and acceptance of conditions of approval.

DocuSigned by:
Steve Diamond
4F5863C86C1B46F...
Property Owner Signature

Steve Diamond
Printed Name

4/16/2026
Date

Signed by:
Jason Diaz
942A2479CA43478...
Applicant Signature

Jason Diaz
for International Design Group
Printed Name

4/15/2026
Date

PASSED, APPROVED AND ADOPTED BY THE PLANNING COMMISSION OF THE CITY OF CARMEL-BY-THE-SEA this 8th day of April, 2026, by the following vote:

AYES: Ahlborn, Allen, Locke, LePage

NOES: Karapetkov

ABSENT:

ABSTAIN:

Docusign Envelope ID: BD361531-06A6-49CD-B45A-B6B258859CCC

APPROVED:

Signed by:
4FF97D7E0A3D499...

Michael LePage
Chair

ATTEST:

Signed by:
6E9202EE446F4FF...

Shelby Gorman
Planning Commission Secretary

CITY OF CARMEL-BY-THE-SEA APPEAL FORM

*Appeals to a Board or Commission must be made by completing and submitting an Appeal Form with the City Clerk. Appeals shall be filed **within 10 calendar days following the date of action** and paying the required filing fee as established by City Council resolution.*

*Appeals to the City Council must be made by completing and submitting an Appeal Form with the City Clerk. Appeals shall be filed **within 10 working days following the date of action** and paying the required filing fee as established by City Council resolution.*

JOHN & PATRICIA DILLES.
Name of Appellant

[redacted]
Mailing Address of Appellant

[redacted]
Phone Number

[redacted]
Email address

Send correspondence to the following party (if different than Appellant):

RECEIVED
APR 22 2026
City of Carmel-by-the-Sea
Planning & Building Dept.

Name

Mailing Address

Phone Number

Email address

CARMEL PLANNING COMMISSION
Commission, Board, Official or Department whose action is being appealed

Physical location of property involved (street location or address): SCENIC Rd. SW OF 8TH AVE.

8 | C2 | 010-312-012-000
Lot | Block | APN

Date of decision being appealed: APRIL 8, 2026

Specific action or decision being appealed: DS 25206 DIAMOND.

Grounds for appeal (attach additional pages if necessary): ANY EXCAVATION IN THE BEACH DUNE VICINITY FOR CONCERN OF BEACH EROSION. WHICH WOULD BE CAUSED BY ADU CONSTRUCTION ON BEACHSIDE OF LOT 8. DUNE HAS ~~SHOW~~ DISPLAYED SIGNS OF DESTABILIZATION AND EROSION IN WINTER MONTHS THREATENING PUBLIC USE.

[redacted]
Signature of Appellant

Reference Chapter 17.54 of the Carmel-by-the-Sea Municipal Code "Appeals"

revised 1/2020

Carmel-by-the-Sea

Evan Kort <ekort@ci.carmel.ca.us>

Diamond Beach Project ADU

1 message

John Dilks [redacted] Sat, Mar 28, 2026 at 10:49 AM
To: "ekort@ci.carmel.ca.us" <ekort@ci.carmel.ca.us>

External Sender - From: (John Dilks [redacted]
This message came from outside your organization.

Evan, and Carmel planning commission

Thank you for taking time to meet with us yesterday over the above referenced building project.
As you know we are the adjoining property owners to the north and have enjoyed our beachfront location for more than forty years.
We are very aware of how vulnerable this shoreline habitat is to the effects of coastal erosion, particularly in the winter months.
Coastal cities all across the country have restricted construction on the ocean front due to the effects of coastal erosion due to global warming.
In the past the City has done a good job in prohibiting home owners from moving seaward from existing footprint with construction.
We are asking the City to deny the ADU construction permit on the Ocean side of the applicants existing dwelling which is nearly 5600 sq. ft. and well above the maximum allowable.
The other element I wish to address is the impact of views the project causes.
Neighbors on both sides will be impacted and views will be partially impaired made even worse by allowing the roof to be an entertaining deck. The project will become very visible from the public beach once his gardeners are instructed to trim the Acacia growth on the ocean which is normally done every six months. The trimming obviously has been curtailed until after approval.
Just imagine if we all decided to add ADU units beach side of our large main dwellings.It would drastically change the beach overlay area.
PLease let this Email be our formal request for denial of the above referenced project.

Thank You

John & Patricia Dilks

Carmel-by-the-Sea

Evan Kort <ekort@ci.carmel.ca.us>

Proposed Action: DS25206. (Diamond)

Patty Dilks [redacted] Tue, Mar 31, 2026 at 12:43 PM
To: ekort@ci.carmel.ca.us

External Sender - From: (Patty Dilks [redacted]
This message came from outside your organization.

March 31, 2026

Evan

On March 21st Steve Diamond texted my husband, asking how the heavy flooding in Hawaii was effecting us. Mr Diamond went on to ask for John's advice on some paintings he was considering at the up coming art auction. John responded we were okay, and

gave his opinions on the art, and that we would be back in Carmel on March 26th.

Diamond made no mentioned of his impending deck project the size of a four car garage or his ADU.

On March 23 This time Diamond adds, "We have been pursuing building an ADU unit. The story boards will be up when you arrive. Your views will not be effected at all." The last line made us think he was building it over his existing two car garage.

We learned later he had told another neighbor all about it months earlier.

We have known Mr Diamond for more than 40 years. He has long wanted to expand his outdoor living pace towards the beach. He and his first wife had drawings done of two curving staircases coming down from their upper deck, much like

the Palace of Versailles. I don't know what happened to the plans but it never occurred. A few years later he showed us drawings of two more staircases, each one hugged the side of the building. This ADU was never on his list before.

His house is currently more square footage than the city of Carmel allows.

Steve Diamond doesn't really want an ADU, it is just a ploy to get the giant entertainment deck he wants. The deck will be 16 feet above ground and then for safety reasons must have rails on all sides above the 16 feet.

The deck will most likely need tables, chairs, umbrellas, outdoor heaters, fire pit and outdoor kitchen and possibly lighting and music.

While maximizing the buildings square footage on his property to increase his value, he will have decreased the value of his neighbor's homes by blocking their view of the ocean.

Thank you for any help you can be on this problem.

Patty Dilks

Planning Commission Meeting Transcript

Partial transcript of Planning Commission hearing from April 8, 2026 Planning Commission hearing pertaining to agenda item #8, DS 25206 (Diamond). The transcript below includes the public testimony given at the April 8, 2026 hearing of the appellants for APP 26134 (Diamond). The transcript below is an automatic transcription of the audio sourced from the associated YouTube recording published on the city's official YouTube channel. The transcript is provided as-is based on the automatic transcription and spelling and/or grammar errors based on the transcription have not been corrected. The source video is cited at the end of the transcript.

-Start of public testimony from appellants-

3:58:57 ***John Dilks****:* Evening. I'm John Dilks and I own the house next door and have for 45 years.

3:59:03 And uh one of the things that I'm really concerned about is coastal erosion. Uh Mr.

3:59:12 uh the attorney, forget his name now, uh he argued that it's not an issue, and it is

3:59:20 an issue. And just because you use a a 100year uh margin for erosion, that that doesn't

3:59:29 cover it. Ask anybody that lives in Florida or along the Southern California, Capistrano Beach or any of

3:59:37 those areas in the Southland that's being impacted by erosion. Uh you'll know when it starts, forget the hundred years, forget 50 years, forget 20 years.

3:59:48 Once it starts and gets exacerbated, you can't control it without begging coastal commission approval for seaw

3:59:56 walls. And my whole worry is that there are there are five unsubdivided beachto

4:00:05 street lots. They're all in a row. And if Mr. Diamond thinks he's going to put an ADU out right up above the the

4:00:14 maximum setback and other people aren't going to follow because he creates a tunnel vision of the ocean. He's wrong.

4:00:22 Now, I want you to just picture that beautiful area you saw today with all five of them with 800 more feet of

4:00:29 concrete ADU. And if you don't think that's going to have a negative impact on the backside of that dune, you're

4:00:36 sadly mistaken. And there's not one coastal engineer that could predict the outcome of that.

4:00:43 Uh once that escarment gets dislodged from the backside through uh what they

4:00:50 call diagonal vibrations, you can't control it and then you get the exacerbation of a really stiff winter

4:00:58 storm which we have about every other year here. I mean at least every other year I walk out to take my daily swim. I

4:01:06 go in the water every day and you can't get over the dune and there are some Februaries where you actually see the

4:01:13 spray coming up over and we have a an old chain link fence that you step over

4:01:20 this far and it used to go all the way down to to six feet the the fence and I've left it in order to hold the dune

4:01:29 and um that's my big concern. I lived with beach erosion on my house in Hawaii and

4:01:38 it's catastrophic and you can pick up any Hawaii newspaper and read about what's gone on on Lanekai Beach and the

4:01:46 Northshore and the houses just fall in because the state won't allow seaw walls and they won't allow the homeowner to

4:01:54 tear their house down. It's it falls down and then the state goes after them for proliferation on the beach.

4:02:01 And you don't realize how quickly this that this can happen here.

4:02:07 And if you go back to the slide where it shows the uh plot plans.

4:02:14 Now I've I've owned this house for 45 years. So believe me, I can speak from experience. If you can go back where it shows the the lots.

4:02:26 Just this morning, front page of the Wall Street Journal had a big picture of beach erosion in Nantucket

4:02:33 and it's costing everybody millions and populations are are fighting one another because they have to move houses and

4:02:41 they're not. And I'm telling you, if you take a look at this inscarment right here, uh there's Diamond's house.

4:02:48 There's mine. And I come down to the beach every afternoon and take a dip.

4:02:52 And that that can change so quickly. It can change from June to February like that where you can't get down and water is bashing up against uh the escarment.

4:03:04 Now there's a very well-known expert in coastal engineering and coastal erosion.

4:03:11 Uh he's passed away now. His name is Orin Pelky and he's a professor amiritis at Duke University

4:03:19 and his proteége is Dr. Chip Fletcher who runs head of the oceanography department at University of Hawaii. And

4:03:26 they have both written over and over again that it's a mistake to think that coastal erosion is attributable only to

4:03:35 the oceans force. It's not. It's often started by decentralizing and de

4:03:43 stabilizing the dune from the backside through construction, through vibration, through not having proper setbacks

4:03:51 towards the ocean. And then everybody's dumb and happy enjoying whatever they built out there. And then a few years

4:03:59 later comes a catastrophic winter or worse yet a tsunami. And there's no stabilization because the slant that holds that dune from the back is gone.

4:04:10 And the escarment on the ocean is now vertical and perpendicular. And the waves have nothing to resist it.

4:04:19 That's why a couple of years ago, if you'll recall, the city was toying with putting a boardwalk along that dune

4:04:28 and taking out the acacia. And it was Mr. Lombardi who was hired by one of the coastal front neighbors of ours to fight

4:04:37 it and they came up with the idea that it would destabilize the dune that was one of the reasons and I just for all of

4:04:47 our heirs and everybody who enjoys Carmel Beach and I I know that the minute in a coastal community the minute

4:04:55 a beach goes away the tourism goes away and when tourism goes away tax dollars go away.

4:05:04 Don't allow it to happen here in order to check one more box for an ADU for Sacramento. Don't allow it to happen.

4:05:14 Another thing I want to say, if you look at this diagonal here on the beach, if you went further back towards 8 Street,

4:05:21 every year I've watched, it used to be a straight line of the coastline. Now it's

4:05:28 like a half moon. The water's getting closer and closer and closer to 8th Street and to those three houses that

4:05:36 are down closer. In fact, one of them is even worrying about having to apply for seaw wall permits, which their house

4:05:45 will be wiped out before they could get approval.

4:05:48 Takes so long to get approval for something like that. I'm adamant about this because I lived in Hawaii and people have lost millions and neighbors

4:05:56 are against each other and houses are falling off the ocean off the bluffs on the north shore and the state won't allow them to fortify the shoreline.

4:06:06 Instead, they take their land from them as public domain as it falls off onto the public beach and then they cite the homeowner for proliferating the beach.

4:06:16 You got to move your house. Okay. Yeah, I think it can happen here.

4:06:21 ***Chair LePage***: Can you can summarize? I think you're you've used your time.

So, I think we I think we understand that you are not in favor of the ADU because of coastal erosion.

4:06:31 ***John Dilks***: Yeah, I'm very passionate about it because I've lived it. I've spent millions in Hawaii fortifying my property and getting permits. It's impossibly difficult.

4:06:42 Okay, don't you can't let it happen here because you are so close to Ocean Avenue. It will deeply affect the public

4:06:49 beach and it will deeply affect your coffers on uptown on those shops on Ocean Avenue.

4:06:57 That's that's my concern. Okay.

4:07:00 And I don't know why somebody with 5600 square ft has to add another 800 square ft just just to be grander and bigger.

4:07:10 And I'm not against ADUs. Put it over the garage. Find when you got 16,000 square ft of land, find a spot somewhere

4:07:19 else, but not in this precious area that's so vulnerable to mother nature. That's it.

4:07:27 This is my lovely wife, Patty.

4:07:31 ***Patricia Dilks*:** I have questions. If if there is going to be allowed planting on top of the roof, how do you how do

4:07:39 you get any guarantees that the planting isn't going to get 6 feet tall or whatever?

4:07:45 Uh he's talking about bringing it down what a few inches for soil, but how is there any assurance of what's going to be planted?

4:07:55 I think that should be part of the what you agree on ahead of time.

4:08:02 Okay.

4:08:08 And I'm against the ADU being on the beach. I'm against the um

4:08:16 entertainment center that he was planning to build. And I appreciate you all seeing that and nixing that. I do appreciate it. Thank you very much.

… *(**Additional Speakers**: Diana McAllister, Larry Chasen, Anthony Lombardo, Marti Diamond, Jun Sillano)*

4:15:53 ***John Dilks***: Anybody who thinks that dune is a protection is sadly mistaken.

4:15:59 When erosion hits, it moves so quickly and can be so catastrophic there's nothing you can do.

4:16:06 You get a a winner with 20 30 foot surf out there, you can't there's nothing you can do. Man can protect, but just get

4:16:13 out of the way. And I'm telling you, you weaken that dune with construction. It's not going to be just one ADU will do it.

4:16:22 But if you end up with five out there, keep in mind, you may not be listening to us about it. We're all older older

4:16:29 gents. the properties are going to change hands and everybody wants to get as close to the water as they can get,

4:16:36 but it's a big mistake. Every city in the in the country that's on coastal on the ocean is pushing back setbacks.

4:16:47 They're pushing back against giving permits. They're telling people you cannot add on on the ocean side of your house.

4:16:57 Don't don't allow this to happen. If we can't if the city if the homeowners and the people who

4:17:06 enjoy that beach every day can't look to the council to be their advocates to

4:17:13 keep this beach for next generations, who do we look to? You know, we're looking to you not not for Diamond's ADU

4:17:22 or not for Dilk's view. We're looking for you to protect this environment because it adjoins the public domain. It

4:17:30 It's not just like my lot adjoins you, Michael. It disjoins the public domain.

4:17:37 We have to look to the municipalities to be our advocates. And not based on just what's going on today, but based on what

4:17:45 science is telling us that's going to get worse and worse and worse. And that's coastal erosion due to global

4:17:53 warming. You've got to look ahead because once it happens, you can't fix it.

4:18:00 You can't fix it without more concrete and it just doesn't work.

4:18:07 So, please think about everybody's grandkids and the tourists that enjoy this place because as the beach goes,

4:18:15 the tourists go. As the tourists go, the economy goes.

4:18:20 And another thing to think about is what Evan was talking about is lateral access. There's no guarantee that the

4:18:29 coastal commission won't say, "Sure, we'll allow all you guys to build as close to the ocean as you want, but we want another public access from scenic.

4:18:38 Let's put it between Dilks's and Diamond's house." Just what we all want.

4:18:44 Think about all this. This this could be catastrophic. Over 18 ADU to satisfy Sacramento.

4:18:52 Push back on Sacramento. Say not not on this not on this public buffer land that's own basically going to be owned

4:19:01 by the uh the public domain and affect everybody. Not just affecting Diamond and I. It's affecting everybody.

-End of public testimony from appellants-

Citation:

City of Carmel-by-the-Sea. (2026, April 8.) *Planning Commission Regular Meeting | Wednesday, April 8, 2026* [Video and Auto-generated Transcript of Video]. Youtube. https://www.youtube.com/live/SKTdHoW8IDI?si=3POPZq0d_CYFttgN

REPORT
to
STEPHEN P. DIAMOND
C/O MS. JULIE PAULSON
INTERNATIONAL DESIGN GROUP
721 LIGHTHOUSE AVENUE
PACIFIC GROVE, CALIFORNIA 93950

GEOTECHNICAL and GEOLOGICAL HAZARDS REPORT for the proposed DIAMOND RESIDENCE ADU and IMPROVEMENTS SCENIC ROAD 5 NW of 8TH AVENUE CARMEL BY THE SEA, CALIFORNIA 93921 A. P. N. 010-312-012-000

by

GRICE ENGINEERING, INC.
561-A BRUNKEN AVENUE
SALINAS, CALIFORNIA 93901
NOVEMBER 2025

GRICE ENGINEERING INC

ENGINEERING GEOTECHNICS SEPTIC HYDROLOGY
FOUNDATIONS SOILS EARTH STRUCTURES

561A Brunken Avenue
Salinas, California 93901
griceengineering@sbcglobal.net

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FAX: (831) 422-1896

File No. 8091-25.10
November 01, 2025 Page i

Stephen P. Diamond
C/O Ms. Julie Paulson
International Design Group
721 Lighthouse Avenue
Pacific Grove, California 93950

Project: Diamond Residence
ADU and Improvements
Scenic Road 5 NW of 8th Avenue
Carmel by the Sea, California 93921
A. P. N. 010-312-012-000

Subject: Geotechnical and Geological Hazards Report

Dear Mr. Diamond,

Pursuant to your request, we have completed our geotechnical and geological hazards investigation and evaluation of the above-named site. It is our opinion that this site is suitable for the proposed development, provided the recommendations made herein are followed.

In general, the surface soils to a moderate depth are loose fill.. These and other site characteristics need to be taken into account during design and construction of an accessory dwelling unit and associated improvements. Recommendations are given relative to this and other characteristics within the report and noted under Special Recommendations.

Review of the geologic hazards on and nearby the site indicates no unusual or significant geologic features are located on or nearby which will likely affect the site, buildings or proposed construction. The greatest hazard to construction and occupants of such is seismic shaking during earthquakes which is addressed in conformance with the California Building Codes.

The report contained herein is made with our best effort to evaluate the site, determine the site geotechnical conditions and provide recommendations for those conditions. We submit this report with the understanding that it is the responsibility of the owner, or his representative, to ensure incorporation of these recommendations into the final plans, and their subsequent implementation in the field.

In addition, we recommend that GRICE ENGINEERING, INC., be retained to review the project plans and provide the construction supervision and testing required to document compliance with these recommendations. Should any site condition not mentioned in this report be observed, this office should be notified so that additional recommendations can be made, if necessary.

This report and the recommendations herein are made expressly for the above referenced project and may not be utilized for any other site without written permission of GRICE ENGINEERING, INC.

Please feel free to call this office should you have any questions regarding this report.

Very truly yours,
GRICE ENGINEERING, INC.



Lawrence E. Grice, P.E.
R. C. E. 66857

NOTICE TO OWNER

Any earthwork and grading performed without direct engineering supervision and material testing by Grice Engineering, Inc., will not be certified as complete and in accordance with the requirements set forth herein.

Foundations placed without observation of bearing conditions, in accordance with the requirements set forth herein, will not be certified.

Inspection of Work

It is recommended that all site work be inspected and tested during performance by this firm to establish compliance with these recommendations.

NOTIFY: GRICE ENGINEERING, INC. SALINAS (831) 422-9619
561-A Brunken Avenue MONTEREY (831) 375-1198
Salinas, California 93901

EMAIL ADDRESS: griceengineering@sbcglobal.net

A minimum of 48 hours (2 working days) notification is required prior to commencement of work so that scheduling for testing and inspections can be made.

Please be advised costs incurred during inspection and testing of all site work are separate and not considered part of the fees as charged by Grice Engineering, Inc., for the report contained herein.

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GEOTECHNICAL and GEOLOGICAL HAZARDS REPORT for the proposed DIAMOND RESIDENCE ADU and IMPROVEMENTS SCENIC ROAD 5 NW of 8TH AVENUE CARMEL BY THE SEA, CALIFORNIA 93921 A. P. N. 010-312-012-000

Introduction, Method and Scope of Investigation

The purpose of this report is to evaluate the geotechnical and geological hazard properties of the site relative to the construction of an accessory dwelling unit, ADU and associated improvements. From these findings recommendations are given for the design of the development and subsequent construction.

For this purpose, the site was investigated, and prior information concerning construction and subsurface exploration in this area was examined for soils and materials data. The investigation consisted of a detailed site evaluation, which included a site inspection, review of literature available to GRICE ENGINEERING, INC., including Site Plans from International Design Group, geotechnical drilling and soil sampling, material evaluation, and analysis of the geotechnical and geological hazard properties of the site soils. This report concludes the results of the investigation and provides recommendations based on that work.

The findings and recommendations contained in this report are applicable only to the above-named site and its proposed development, and may not be utilized for any other site or purpose without written permission of GRICE ENGINEERING, INC.

Site Description

The project site is located to the west of Scenic Road 300 feet north of the intersection with 8th Avenue in the City of Carmel by the Sea, an incorporated area located in westernmost Monterey County, California. Please refer to the Vicinity and Location Maps and the Site Map in Appendix “A” for details.

The topography of the 0.37 acre site is located on a shallow bench to the east of Carmel Beach. Currently a residence is located centrally on the eastern portion of the site and is provided with a patio along the western side. The majority of the site, is covered with grass, brush and scattered trees.

The proposed development includes a accessory dwelling unit located adjacent to and west of the residences patio. The single story addition will provide living space and have a flat roof providing a deck accessible from the existing patio.

The proposed finish floor is positioned approximately 12 feet below the patio grade (lower finish floor). Review of the proposed section indicates the proposed structure will be embedded below existing grade approximately 3 feet along the existing patio and approximately 1 foot along the western extent.

The accessory dwelling unit is to have a footprint of approximately 800 square feet. The structure is presumed to be of conventional wood framing where above grade with concrete walls around the eastern end where embedded below grade. Support is currently proposed to be provided by shallow spread footings and the interior is to have a concrete slab on grade floor. Subsurface conditions as discussed further in the report may enlist other methods of support.

Field Investigation

Our field investigation consisted of a site inspection, along with drilling and sampling 5 exploratory bores to establish the subsurface soil profile, and obtain sufficient soil specimens to determine the soil characteristics. Drilling was accomplished by hand auger, with the spoil constantly examined, classified, and logged by field method in accordance with the Unified Soil Classification Chart[1], which, is the basis of ASTM D-2487-10. In the hand augured bores, penetration resistance values were obtained through use of a dynamic cone penetrometer (ASTM Special Technical Publication #399). The blow count, as measured in this method is Standard Penetration Resistance.

For the location of each boring, please refer to the Site Map in Appendix “A.”

* *In-situ* refers to the in place state of soil. *In-situ* native soils are those which are in-place as deposited by nature and have not been disturbed by man’s actions in the historic past.

1 Adopted 1952 by Corps of Engineers and Bureau of Reclamation. ASTM D-2487 was developed as based on the Uniform Soils Classification Chart and System. The methods are equivalent.

Site Soil Profile

As found in the exploratory drilling, the site soils are generally consistent between each of the bores.

The five bores encountered fill materials to depths ranging from 2.5 feet in the fifth bore to 9.5 feet in the fourth bore. The first bore encountered loose fill and debris to a depth of 4.9 feet at which depth refusal was meet on concrete debris. The fourth bore also encountered debris including decaying wood, possibly a rotten tree stump. Voids were encountered within this deposit.

The second bore encountered fill to a depth of 3 feet at which depth a layer of geotextile was encountered overlaying a granite gravel of angular form indicating the material to be an imported aggregate. This is presumed to be a storm water dispersal bed.

The native topsoil encountered below the noted fill were comprised of fine sands improved with humic materials giving the sands a brown to dark brown color. These sands contained trace to few amounts of silt and were observed moist and loose-medium dense.

The sands continue with depth and pale in color to an off white with some grey hues. These materials have lower silt content, were moist and become medium dense to dense.

Complete soil characteristics and comments are reported on the boring logs at the depths observed. The logs are located in Appendix “B.”

Groundwater

No groundwater was encountered at this site to the maximum depth of exploration, approximately 13 feet below grade.

GEOLOGIC AND GEOLOGICAL HAZARDS INVESTIGATION

Introduction

The purpose of this report section is to evaluate the site and the surrounding areas to determine the geologic characteristics and potential geologic hazards pertaining to the site development and improvements.

In general this includes an inspection and classification of the local rock outcrops, a detailed site inspection for fault induced features or other potential hazards and a field evaluation of the local geology. A search of published and unpublished data was performed to collate geologic information as it pertains to this property. The literature reviewed was extensive and consisted of comparing field observations with published data, analysis of site soil conditions, correlation of site observations with local hazard maps (ground failure, seismicity, dam failure and inundation, etc.) and an analysis of site seismicity.

The Vicinity and Location Map shows the location of interest, with the indication of the site.

Regional Geology

Geologically, the State of California can be separated into natural geomorphic provinces which reflect fundamental differences in both geography and geology. Monterey County is located in the Coast Range Province. This province consists of thick folded Cenozoic sedimentary rocks and a very distinctive triad of core rocks. The sediments are predominately sandstone, shale or mudstone and vary greatly depending on location. The core rocks of this province consist of three distinct late Mesozoic terrains: The Salinian Block, The Franciscan Series, and The Great Valley Sequence.

The Salinian Block is a complex of granite and high grades metamorphic rocks including gneiss, schist, quartzite, marble and granulite. In this region the granite has been dated as early Cretaceous (C.O. Hutton, 1952). The Franciscan Complex is a heterogeneous assemblage of sandstone, siltstone, shale, volcanic greenstone and chert. It has undergone metamorphism, severe dislocation and pervasive shearing and is only exposed along the Coast to the West of the Sur-Nacimiento Fault Zone and East of the San Andreas Fault Zone. The Great Valley Sequence extends along the East flank of the Coast Ranges near the margins of the Sacramento and the San Joaquin Valley and is a well-ordered series of marine sandstone, shale, mudstone and conglomerate.

Site Geology

The site geology has been mapped by various researches and compiled on the Geologic Map of the Monterey Peninsula, DF-71, Dibblee Jr. (Reference 23). Notations on this map indicate the site lithology to be “Qs beach sediments, ranging from sand to cobble-boulder gravel”.

Our observation with the local geology is consistent with above.

Seismic History

Although no fault traces are thought to directly cross the building site, Monterey County is traversed by a number of faults most of which are relatively minor hazards for the purposes of the site development. As such, this site will experience seismic activity of various magnitudes emanating from one or more of the numerous faults in the region.

Various maps presently exist, allowing observation on the site of distinctive geologic features. Some maps, such as that by Burkland and Associates (Reference No. 10) developed for Monterey County, are compilations from various sources detailing the locations of studied faults. Faults have inherent variances within their zones, and discoveries of new fault segments or entire faults ongoing. There is also some difference in exact fault line location from source map to map, making precise location of said faults difficult. Therefore, relative to the information contained within this report, the following is considered to be as accurate as is currently possible from information made available to Grice Engineering, Inc.

Active Fault Near-Source Zones

The Fault Maps as developed for the 1997 Uniform Building Code (California Department of Conservation, Division of Mines and Geology, February 1998, Ref 13) list faults and fault zones for the purpose of determining characteristics relative to seismic engineering. These maps indicate the position of active fault zones which are grouped in three categories, A, B and C, in decreasing influence. For this purpose an active fault is one which has tectonic movement in the last 11,000 years and as such is called a Holocene Fault. Other faults, which have been active during the Pleistocene Period (11,000 to 3,000,000 years ago), but without recent movement, are considered "Potentially Active," while faults with no activity within these time frames are considered "Inactive." The following are the nearest listed zones.

Of most concern are active faults which have tectonic movement in the last 11,000 years and as such are called Holocene Faults and potentially active faults. The following are those nearest listed (Reference No. 33).

The nearest B-type fault zone is that of the San Andreas Rift System (Creeping Segment), located approximately 29.5 miles to the northeast. It has the greatest potential for seismic activity with estimated intensities of VI-VII Mercalli in this location. This fault is listed as a A-type fault (Santa Cruz Mountains Section) perpendicular to the site. However, it is listed as an B-type to the south (Creeping Section).

Other B-type fault zones are the Monterey Bay-Tularcitos Fault Zone, the center of which is located approximately 6.0 miles to the northeast, the Rinconada Fault Zone, approximately 10.9 miles to the northeast, the San Gregorio-Palo Colorado (Sur) Fault Zone, approximately 4.7 miles to the southwest, and the Zayante-Vergeles Fault Zone, approximately 25.1 miles to the northeast. These zones are not as liable to rupture as the San Andreas Fault and a seismic event at any of the above fault zones would likely produce earth movements of a lesser intensity at the site.

Local Faults

In addition to the fault zones as discussed above, the local faults are as listed below and as shown on the following maps, "Preliminary Geologic Map of the Monterey and Seaside 7.5 minute Quadrangles, Monterey County, California, with emphasis on active faults" (Reference No. 16), "Geological Map of the Monterey and Seaside 7.5 minute Quadrangles, Monterey County, California: A Digital Database" (Reference No. 17), "Geologic Map of the Monterey Peninsula and Vicinity, Monterey, Salinas, Point Sur., and Jamesburg 15-Minute Quadrangles, Monterey County" (Reference No. 23), "Fault Activity Map of California: California Geological Survey Geologic Data Map" (Reference No. 33), and "Quaternary Fault and Fold Database for the United States" (Reference No. 47) including the USGS overlay on Google Earth.

TABLE OF LOCAL FAULTS			
FAULT, PERPENDICULAR TO SITE	**APPROXIMATE DISTANCE FROM SITE**	**DIRECTION**	**TIME OF LAST DISPLACEMENT ON FAULT (Ref. 32)**
Hatton Canyon	1.02 miles	Northeast	Quaternary
Cypress Point Fault	0.53 miles	Southwest	Quaternary

Major Earthquakes

Earthquakes with the highest intensities experienced in the area are the result of the 1906 San Francisco (Olema) and the 1989 Loma Prieta Earthquakes along the San Andreas Fault.

The epicenter of the 1906, 8.3 (Richter) earthquake was at Olema, approximately 89 miles north of the site. The intensity in the vicinity of this site was estimated to be between VI and VII, Modified Mercalli Scale.

The Loma Prieta Earthquake of October 17, 1989, was centered in the Santa Cruz Mountains, approximately 33 miles north of the site. This Magnitude 7.1 (Richter) earthquake also developed an intensity of VI within the vicinity of this site.

Seismic Hazards

A: Ground Rupture: Surface rupture occurs during an earthquake when fault displacement breaks the ground surface along the historic trace of a fault. Our site investigation confirms there are no visible signs of a fault induced features or indications to suggest that a fault directly crosses the site. Therefore, risks from ground ruptures at the site are low.

B: Ground Failures: Ground failures are related to the intensity and duration of the shaking caused by an earthquake, as well as local conditions. A search of historic ground failure documentation indicates that no historic ground failures have occurred at or in the vicinity of the project site nor was visible evidence of such occurrences observed. Therefore, the risks from ground failures at the site are low.

The California Division of Mines and Geology considers four types of ground failures: (1.) Liquefaction, (2.) Lurch Cracking and Lateral Spreading, (3.) Landslides, (4.) Differential Compaction.

1. Liquefaction: Liquefaction is the loss of strength in saturated granular soils produced by seismic shaking and is often accompanied by the surface occurrence of free water produced by sand boils. For this to occur, the soils must be saturated, at a relatively shallow depth, of a granular (non cohesive) nature, and be relatively loose.

General liquefaction susceptibility based on depth to groundwater is as follows; if less than 10 feet, maximum possible susceptibility for liquefaction to occur is very high, depths from 9-30 feet have a moderate possible susceptibility and groundwater depths greater than 30 feet, liquefaction susceptibility is low.

Historic records of liquefaction indicate this area has not exhibited liquefaction or sand boils, an indication of partial liquefaction. In conjunction with the medium dense to dense soils at a relatively shallow depth it is our opinion the site has a low potential for liquefaction.

2. Lurch Cracking and Lateral Spreading: Soil shaken by an earthquake may settle, become compacted or slide which may produce cracks and fissures, such effects are called lurch cracking. Lateral spreading is the horizontal movement of soil masses caused by seismic waves, usually such movement is toward an open face or steep slope and occurs along weakened strata of saturated soils.

As the soils at the proposed site are medium dense to dense, they therefore have a low susceptibility to the effects and damage from lurch cracking.

3. Landslides: Landslides are generally mass movements of loose rock and soil, either dry or water saturated and is usually gravity driven. Obviously, steep slopes enhance such movements.

As no steep slopes exist adjacent to the site and the site is underlaid by medium dense to dense sands the site generally has minimal potential from the threat of landslides.

4. Differential Compaction: Differential Compaction is a loss of volume resulting from seismic ground shaking. Generally, for this to happen the site soils must be of low relative density and dilatant. Differential Compaction is more likely in water saturated, low density alluvial material, such as paleo-swamps and/or marshes, or strata of low density and of fine-grained silt and sand.

The recommendations given in this report preclude any potential of differential compaction.

5. Differential-Total Settlement-Static and Dynamic: The recommendations given in this Geotechnical Report is such that concerns of settlement are negligible. The total settlement is expected to be less than 1/4 an inch and the expected differential settlement less than one half that.

C: Ground Shaking: Ground shaking is the soil columns response to seismic energy transmission. Intensity of ground shaking and the potential for structural damage is greatly influenced by local soil conditions. Therefore, it is important that all structures be designed and built in accordance with the requirements of the Uniform Building Code current edition, Seismic Zone IV. All buildings should be founded on undisturbed native soil and/or accepted engineered fill to prevent resonance amplification between soil and structure.

D: Tsunamis and Seiches: Tsunamis and Seiches are inundations by oceanic or fresh water waves generated by seismic events. The highest recorded wave height in the Monterey Bay is 9 feet and no bodies of fresh water are near the site. Since the site is approximately 40 feet above sea level there is little potential for inundations due to Tsunamis or Seiches. As such, the property is deemed safe from either hazard.

E: Inundation Due to Dam Failures: The site is not within the inundation plane of any dam.

F: Inundation Due to Storm Flooding: The Federal Emergency Management Agency Flood Limits Map does not show the parcel within the 100 year event or the building area at an elevation lower than the Coastal Flooding Zone VE designated as being at an elevation of 16 feet.

Hydro-Collapse and Subsidence

As observed, the near surface soils up to an approximate depth of 9.5 feet are sufficiently soft to possess some capacity to settle under hydraulic loading. Some amounts of voids and debris was observed to these depths. The recommendations given in this report were established to reduce the potential of this occurring.

The area is not within a known Subsidence Zone.

Slope Stability

Inspection of the site indicates that no landslides are located above or below the building area and the area is generally not susceptible to a slope failure due to the shallow to moderate slopes.

Seismic Strength Loss

The site soils are considered resistant to seismic strength loss and the resulting momentary liquefaction. The relatively short duration of earthquake loading will not provide a significant number of high amplitude stress cycles to alter the strain characteristics. Additionally the clay-silt fraction is not considered quick nor sensitive, as such it will not have the associated loss of strength.

Chemical Reactivity

The area is well developed with structures, generally found on Portland Cement products. Additionally these structures date back to the 1950's or earlier. Much of the concrete used in these structures has remained as cast. The area soils are not known for sulfate reaction with Portland Cement products and as such chemical reactivity is not considered a problem in this area.

Expansive Soils

In general the site soils generally fine sands with low amounts of silts or clays. These soils are typical to the area. Expansivity has not been influential to the local existing structures or pavements as no deformations attributable to expansive soils were observed. Additionally there are no known problems with expansive soils in the area.

Surface Rupture and Lateral Spreading

The project site is located 0.53 miles to the northwest of the Cypress Point Fault. The site inspection did not reveal any surface features indicating a fault rupture has occurred at the site. The existing structures, driveways and roads do not reveal any strains which would be attributable to subsurface lateral or vertical displacements

resulting from a fault slip. Therefore, surface rupture from fault activity across the site is considered improbable.

The project site is underlain by relatively strong soils. These materials are considered resistant to lateral spreading. As such surface rupture from lateral spreading is considered improbable.

Seismicity

It is recommended that all structures be designed and built in accordance with the requirements of the California Building Code current edition. All buildings should be founded on undisturbed native soil and/or certified engineered fill to prevent resonance amplification between soil and structure.

2022 California Building Code Geoseismic Classifications

The California Building Code, 2022 Edition (Reference No. 14), provides for seismic design values. These values are to be utilized when evaluating structural elements. The soils profile determination is based on the penetration resistance data developed from advancement of exploratory bores. Using averaged penetration values per depth of soil type gives an overall site value of 15 to 50 blows/foot penetration resistance as per Equation 20.4-3, ASCE 7-16 and Supplement 1 (02/01/19). The Geoseismic character is as listed in the following table.

2021 IBC - 2022 CBC EARTHQUAKE LOADS: SECTION 1613				
LATITUDE	36.553376	SOIL PROFILE:	Stiff Soils	
LONGITUDE	-121.929166	SITE CLASS	D	
PERIOD	S	F	Sm	Sd
0.2 sec	Ss = 1.259	Fa = 1.000	Sms = 1.259	Sds = 0.839
1.0 sec NOTE 1	S1 = 0.475	Fv = Note 1	Sm1 =	Sd1 =
Seismic Design Category to be assigned by Structural Engineer or Designer				

Note 1: Refer to Section 11.4.8 ASCE 7-16 for other requirements.

CONCLUSIONS OF INVESTIGATION

In general the suitable *in-situ** native soil and certified engineered fill are acceptable for foundation purposes and display engineering properties adequate for the anticipated soil pressures, providing the recommendations in this report are followed. Review of documents and site evaluation indicates the parcel is not subject to Geologic Hazards other than seismic events.

Special Recommendations

Significant loose fill containing some debris was observed in all of the exploratory bores. The deepest portions were observed in the first and fourth bores near to the edge of the existing retaining wall forming the patio. The second bore encountered what is presumed to be a gravel filled storm water dispersion pit.

After encountering this unqualified material the existing patio structure and terrain was evaluated. No notable deformations were observed. The lack of deformations generally presents an interest into the type of foundation upon which the patios retaining wall and other structures were built as the presence of stacked concrete and wood with significant voids would presumably lead to settlement.

The terrain to the north and south of the property did have undulations as typical to active dune deposits forming a depression landward of the fronting dune. Envisioning the continuance of the depression onto this property suggests the fill may have been placed to raise and level the yard as well as reduce material off haul as indicated by the buried debris.

As such some amount of field observations will need to be completed during the initial stage of construction with further recommendations issued as necessary. Depending on the embedment depth of the foundation supporting the retaining wall of the adjacent patio and features (spa), underpinning of the foundation may be necessary.

Suitable bearing materials currently present as observed in the subsurface explorations are the medium dense sands below the native topsoil.

In general it is recommended that all unsuitable materials be processed as engineered fill in the condition they would support foundations or on-grade engineered structures such as interior floor slabs. Due to the variable depth of un-qualified fill and topsoil the depth of such processing would need to be determined in the field.

The area has been developed and as such underground utilities may be located within the area of proposed construction. In addition, buried objects or deeply disturbed soils may also be encountered. As such, all care and practice is to be exercised to observe for and locate any such objects. Where these objects are to be removed or use discontinued, they are to be removed in their entirety and all disturbed soils are to be processed as engineered fill.

The base of all excavations and over excavations are to be inspected by the Soils Engineer prior to further processing, steel or form placement.

Any further site activity, especially grading and foundation excavations, should be under the direction of a qualified Soils Engineer or their representative.

Should the spectrum of development change, this office should be notified so that additional recommendations can be made, if necessary.

* Suitable, *in-situ,* native soils are those soils which are in-place as deposited by nature and have characteristics adequate for support of the intended load or application.

Foundations and Footings

The subsurface exploration noted conditions that will need further evaluation during the initial stages of construction. Under the presumption that a building pad comprised of engineered fill can be developed, support can be provided by shallow foundations. The minimum embedment for shallow, spread foundation is 12 inches for single stories, 18 inches for two stories into suitable engineered fill. Embedment depths do not take into account the loose upper top soils, disturbed soils or any other unacceptable soils which exist at the site, e.g., any unengineered fill, landscaping soils, etc.

VERTICAL SOIL PRESSURES[1]	
FOOTING TYPE	DEAD + LIVE LOAD, kips/ft^2
Spread & Isolated NOTE 3	3.0
LATERAL SOIL PRESSURES[1]	
TYPE	VALUE, lbs/ft^2
Active Earth Pressure	28 lbs/ft^3 E.F.P.
Restrained Earth Pressure	45 lbs/ft^3 E.F.P.
Seismic	3 lbs/ft^3 x H^2 applied at 0.6H
Friction at Base	0.38 × Dead Load
Passive Earth Pressure	325 lbs/ft^3 E.F.P. NOTE2
Uplift Friction (rock)	210 lbs/ft^2 × H

Notes: LL = Live Load; DL = Dead Load; H = Vertical height of material retained.
One-third increase to be allowed for wind and seismic forces.
[1] For depths into acceptable native materials or engineered fill.
[2] Excludes near surface 0.5 feet of *in-situ* soils.
[3] For depth into suitable materials

Pile or pier foundation information is not provided as none are required or proposed at this time. All foundation excavations are to be cleaned of debris and loose or otherwise unsuitable soils prior to placement of concrete.

* Suitable, *in-situ,* native soils are those soils which are in-place as deposited by nature and have characteristics acceptable for support of the intended load or application.

Slabs-on-Grade

All slabs should be constructed over a prepared subgrade placed on a suitable *in-situ** native material or certified engineered fill. The site exploration observed that the existing surficial soils are comprised of un-qualified fill soils and wood debris to depths of approximately 9.5 feet. These materials should not be relied upon for support of slabs-on-grade or other surficial structures.

As such, where any unsuitable materials remain after excavation to subgrade, they are to be processed as engineered fill, prior to further fill placement or construction of the on-grade structure. At a minimum the upper 6 inches of subgrade below all surficial structures should be processed as engineered fill in areas of on-grade structures.

The subgrade materials should be observed and accepted by a qualified Soils Engineer or their representative prior to placement of forms, reinforcing or concrete.

On-grade slabs should be placed over a moisture vapor barrier consisting of a waterproof membrane (Moist Stop 10 mil Visqueen or equal) with a 2-inch protective sand cover. The waterproof membrane should be placed over a capillarity break consisting of 4 inches of open graded rock, round and sub-round rock is recommended to prevent punctures of the membrane. Open graded crushed aggregate may be utilized, provided the vapor barrier is protected from punctures by a cushion of filter fabric (Mirafi 140N or equal) laid over the aggregate prior to placement of the membrane. Where such concerns are not warranted, alternative underlayment may be utilized at the owners discretion.

All care and practice required to prevent punctures of the membrane during placement and pouring of covering slabs should be utilized during construction. Unless otherwise required for structural purposes, all slabs should be reinforced with a minimum of No. 4, Grade 40, deformed steel reinforcing bars, 24 inches o.c., each way, to prevent separation and displacement in cases of cracking.

* Suitable, *in-situ,* native soils are those soils which are in-place as deposited by nature and have characteristics acceptable for support of the intended load or application.

Specifications for Rock Under Floor Slabs

Definition: Graded gravel of crushed rock for use under floor slabs shall consist of a minimum thickness of mineral aggregate placed in accordance with these specifications and in conformance with the dimensions shown on the project plans. The minimum thickness is specified under the section Slabs-on-Grade above.

Material: The mineral aggregate for use under floor slabs shall consist of broken stone, crushed or uncrushed gravel, quarry waste, or a combination thereof. The aggregate shall be free from adobe, vegetable matter, loam, volcanic tuff, and other deleterious substances. It shall be of such quality that the absorption of water in a saturated dry condition does not exceed 3 percent of the oven dry weight of the sample.

Grading: The mineral aggregate shall be of such size, that the percentage composition by dry weight as determined by the use of laboratory sieves, U.S. Standard, in compliance with ASTM C-136-06, “Standard Method for Sieve Analysis of Fine and Coarse Aggregates,” will conform to the following grading specification:

SIEVE SIZE	PERCENTAGE PASSING SIEVE
3/4 inch	100 %
No. 4	0 - 10 %
No. 200	0 - 2 %

Placing: Subgrade upon which gravel or crushed rock is to be placed shall be prepared as outlined in the Recommended Grading Specifications. In addition, the subgrade shall be kept moist so that no drying cracks appear prior to pouring slabs. If cracks appear, subgrade shall be moistened until cracks close.

Slope Ratio and Drainage

Analysis of site soils indicate that cut and fill slope ratios of 2 horizontal to 1 vertical will be satisfactory provided they are landscaped with soil retaining ground covers and are protected against concentrated over slope drainage.

Surface Drainage and Erosion Control

All concentrated roof and area drainage should be conveyed and released to the lower portions of the site. The surficial native due sands are considered of moderate to high permeability, as such surficial release of collected runoff should perform suitably. A subsurface dispersal system can be used on this site but should be placed no closer than 10 feet to any structure and is to be provided with an overflow releasing to grade at a safe location.

Design and construction of the project should fit the topographic and hydrologic features of the site. It is important to minimize unnecessary grading of or near steep slopes. Disturbing native vegetation and natural soil structure allows runoff velocity and transport of sediments to increase.

General surface drainage should be retained at low velocity by slope, sod or other energy reducing features sufficient to prevent erosion, with concentrated over-slope drainage carried in lined channels, flumes, pipe or other erosion preventing installations.

Runoff flows should be directed into pipes or lined ditches and then onto an energy dissipater before discharging into streams or drainage ways. De-silting should be provided as necessary and may take form of stilling basins, gravel berms, forested/vegetated screens, etc.

Recent changes to the drainage requirements have the potential to alter drainage patterns. This has been observed to affect structures which have otherwise not been affected or to alter the way they are affected. As such new drainage modifications on this and adjacent parcels may negatively affect drainage patterns.

During construction, never store cut and fill material where it may wash into streams or drainage ways. Keep all culverts and drainage facility free of silt and debris. Keep emergency erosion control materials such as straw mulch, plastic sheeting, and sandbags on-site and install these at the end of each day as necessary.

Re-vegetate and protect exposed soils by October 15. Use appropriate grass/legume seed mixes and/or straw mulch for temporary cover. Plan permanent vegetation to include native and drought tolerant plants. Seeding and re-vegetation may require special soil preparation, fertilizing, irrigation, and mulching.

Subsurface Drains

Use of spun filter fabric is not recommended for use in construction subsurface drains as this type of fabric typically becomes clogged. Should filter fabric be necessary it is recommended that a woven fabric be used such as Mirafi Filterweave 300. Filter fabric should only be utilized to separate gravel from earth or as cover at grade. Complete encapsulation of the gravel is not recommended.

Otherwise we would recommend omission of the fabric and placement of Caltrans Class 1, Type “A” or “B” drain rock, and that any fabric only be placed near the top of the trench between the gravel and earth backfill or where the gravel extends to grade 1 foot below finished grades.

CLASS 1		
SIEVE SIZES	**PERCENTAGE PASSING**	
	TYPE A	TYPE B
50.0-mm/2 inches	----	100
37.5-mm/1.5 inches	----	95-100
19.0-mm/0.75 inches	100	50-100
12.5-mm/0.5 inches	95-100	-----
9.5-mm/0.415 inches	70-100	15-55
4.75-mm/No. 4	0-55	0-25
2.36-mm/No. 8	0-10	0-5
75.0-µm/No. 200	0-3	0-3

General Grading Recommendations

For those items not directly addressed, it is recommended that all earthwork be performed in accordance with the following.

General: This item shall consist of all clearing and grubbing, preparation of land to be filled, excavation and fill of the land, spreading, compaction, and control of the fill, and the subsidiary work necessary to complete the graded area to conform with the lines, grades and slopes as shown on the approved plans.

The Contractor shall provide all equipment and labor necessary to complete the work as specified herein, as shown on the approved plans as stated in the project specifications.

Preparation: Site preparation will consist of clearing and grubbing any existing structures and deleterious materials from the site, and the earthwork required to shape the site to receive the intended improvements, in accordance with the recommended grading specifications and the recommendations as provided above.

All vegetable matter, irreducible material greater than 4 inches and other deleterious materials shall be removed from the areas in which grading is to be done. Such materials not suitable for reuse shall be disposed of as directed.

After the foundation for fill has been cleared, it shall be brought to the proper moisture content by adding water or aerating and compacting to a Relative Compaction of not less than 90% or as specified. The soils shall be tested to a depth sufficient to determine quality and shall be approved by the Soils Engineer for foundation purposes prior to placing the engineered fill.

General Fill: The general fill shall be placed only on approved surfaces, as engineered fill, and shall be compacted to 90% Relative Compaction. Native soils accepted for the fill or the existing aggregate fill may be used for fill purposes provided all aggregate larger than 6 inches are removed. The material for the engineered fill shall be approved by the Soils Engineer before commencement of grading operations.

Each layer shall be compacted to a Relative Compaction of not less than 90% or as specified in the soils report and on the accepted plans. Compaction shall be continuous over the entire area of each layer.

The selected fill material shall be placed in layers which, when compacted, shall not exceed 6 inches in thickness. Each layer shall be spread evenly and shall be thoroughly mixed during the spreading to ensure uniformity of material in each layer. The fill shall be placed such that cross fall does not exceed 1 foot in 20 unless otherwise directed.

When fill material includes rock or concrete rubble, no irreducible material larger than 4 inches greatest dimensions will be allowed except under the direction of the Soils Engineer.

Imported Materials: Materials imported for fill purposes shall be classified as: SAND, group symbol SW, SP, SC or SM, as given in ASTM 2487-10, "The Classification of Soils for Engineering Purposes." In all cases the portion finer than the No. 200 sieve shall not contain any greatly expansive clays and shall be free from vegetable matter and other deleterious materials. The material for the engineered fill shall be approved by the Soils Engineer before commencement of grading operations.

Structural Backfill: Trench, wall and structural backfill shall be placed only on approved surfaces, as engineered fill, and shall be compacted to 95% Relative Compaction. Materials imported for backfill purposes shall have a Sand Equivalent of no-less than 30 and shall be classified as Clean Sands as designated in "The Classification of Soils for Engineering Purposes" (ASTM 2487-10).

Pavement Grades: All pavement grades shall be of uniform thickness, density and moisture prior to placement of the next grade. Flexure of each or all grades shall not exceed 0.25 inches in 5 feet under an axial load of 18.5 kips.

Aggregate Base Course: All aggregates used for specified base courses, shall be handled in a manner which prevents segregation and non-uniformity of gradations.

Compaction: All re-compacted soil and/or the engineering fill, should be placed at a minimum 90% Relative Compaction or at the value required for that portion of the work. All pavement sections should be compacted to a minimum of 95% Relative Compaction.

Field density testing shall be completed by the Soils Engineer on each compacted layer or as determined by the Soils Engineer. At least one test shall be made for each 500 cubic yard or fraction thereof, placed with a minimum of two tests per layer in isolated areas. Where a sheep-foot roller is used, the soil may be disturbed to a depth of several inches.

Density tests shall be taken in compacted materials below the disturbed surface. When these tests indicate that the density of any layer of fill or portion thereof, is below the required density, that particular layer or portion shall be reworked until the required density has been obtained.

Moisture: During compaction moisture content of native soils should be that consistent with the moisture relative to 95% Relative Compaction and in no case should these materials placed at less than 3 percent above the specific optimum moisture content for the soil in question. The engineer may elect to accept high moisture compact soils provided the materials are at 95% Relative Wet Density at that moisture content.

The moisture content of the fill material shall be maintained in a suitable range to permit efficient compaction. The Soils Engineer may require adding moisture, aerating, or blending of wet and dry soils.

All earth moving and work operations shall be controlled to prevent water from running into and pooling in excavated areas. All such water shall be promptly removed and the site kept drained.

Tests: All materials placed should be tested in accordance with the Compaction Control Tests: "Density of Soil in-place by Sand Cone Method" (ASTM D-1556-07), "Moisture-Density Relationship of Soils" (ASTM D-1557-09), and "Density of Soils in-place by Nuclear Method" (ASTM D-6938-10).

The standard test used to define maximum densities of all compaction work shall be the "Moisture-Density Relationship of Soils" (ASTM D-1557-09), using a 10-pound ram and 18-inch drop. All densities shall be expressed as a relative density in terms of the maximum density obtained in the laboratory by the foregoing standard procedure.

Deleterious Materials: Materials containing an excess of 5% (by weight) of vegetative or other deleterious matter may be utilized in areas of landscaping or other nonstructural fill. Deleterious material includes all vegetative and non-mineral material, and all non-reducible stone, rubble and/or mineral matter of greater than 6 inches.

Over-Excavations: Over-excavations, when required, should include the foundation and pavement envelopes. Such excavations should extend beyond the edge of development a minimum of 5 feet and to an imaginary line extending away and downward at a slope of 45 degrees from the edge of development.

Depending on other site characteristics such lateral over-built distances are not suitable or practical. In these cases a specific inspection can be completed to assess the condition and develop more appropriate recommendations.

The process shall include the complete removal of the required soils and subsequent placement of the engineered fill. After removal of the soils to the required depth, the base of the excavation shall be inspected and approved by the Soils Engineer or his representative prior to further soils processing or placement. Based on this inspection other recommendations may be made.

Existing Conditions: In developed areas underground utilities may be located within the area of proposed construction. In addition, buried objects or deeply disturbed soils may also be encountered. As such, all care and practice is to be exercised to observe for and locate any such objects. Where these objects are to be removed or use discontinued, they are to be removed in their entirety and all disturbed soils are to be processed as engineered fill.

Key: All fill on slopes greater than 1 vertical to 6 horizontal shall be keyed into the adjacent soil. The toe of all slopes should be supported by a key cut a minimum of 3 feet into undisturbed soils to the in side of the fill toe. This key should be a minimum of 6 feet in width and slope at no-less than 10% into the slope. In addition, as the fill advances up slope benches 3 feet across it should be scarified into the fill/undisturbed soil interface.

Seasonal Limits: When the work is interrupted by rain, fill operations shall not be resumed until field tests by the Soils Engineer indicate that the moisture content and density of the fill are as previously specified and the soils to be placed are in suitable condition.

Unusual Conditions: In the event that any unusual conditions are encountered during grading operations which are not covered by the soil investigation or the specifications, the Soils Engineer shall be immediately notified such that additional recommendations may be made.

LIMITATIONS AND UNIFORMITY OF CONDITIONS

The recommendations of this report are based on our understanding of the project as represented by the plans, and the assumption that the soil conditions do not deviate from those represented in this site soil investigation. Therefore, should any variations or undesirable conditions be encountered during construction, or if the actual project will differ from that planned at this time, GRICE ENGINEERING, INC., should be notified and provided the opportunity to make addendum recommendations if required.

NOTIFY: GRICE ENGINEERING, INC. SALINAS (831) 422-9619
561-A Brunken Avenue MONTEREY (831) 375-1198
Salinas, California 93901

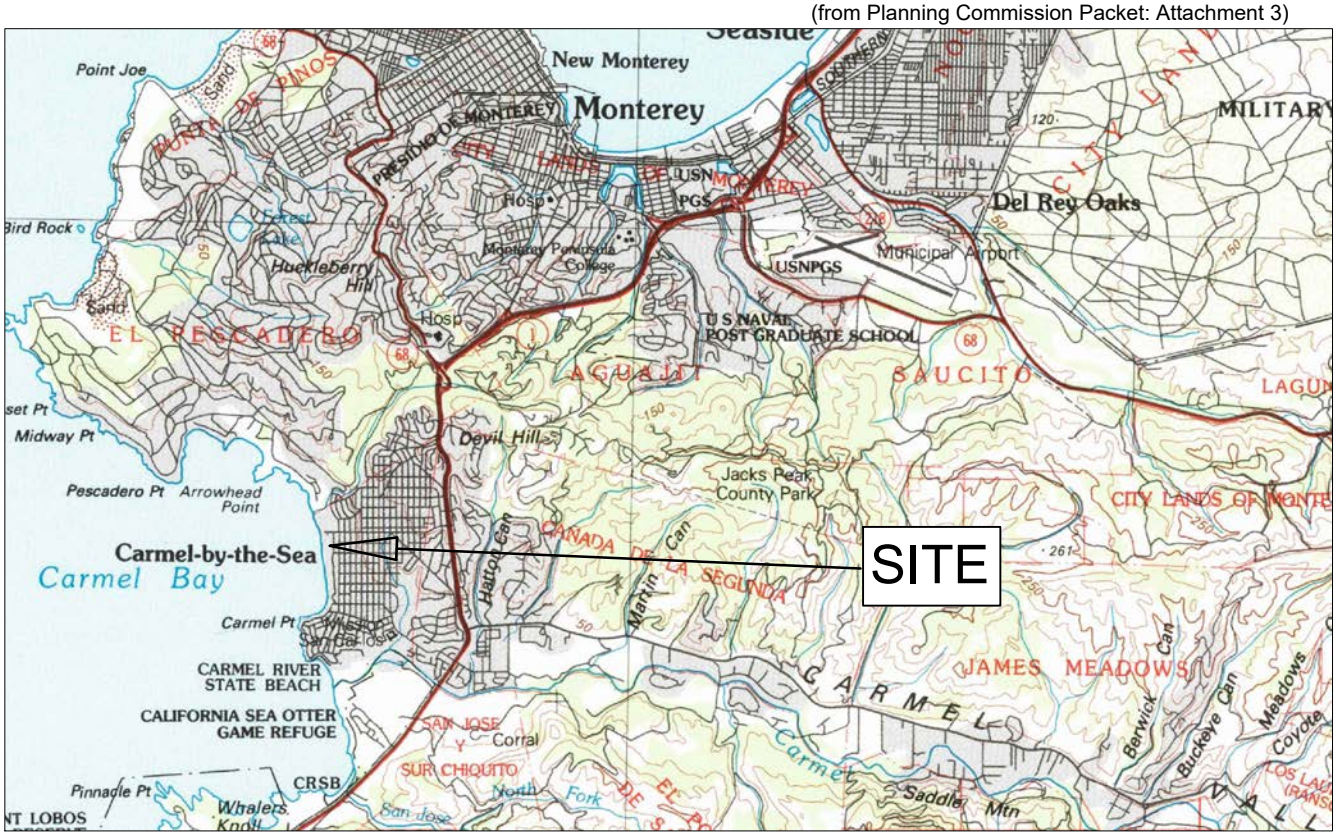
EMAIL ADDRESS: griceengineering@sbcglobal.net

This report is issued with admonishment to the owner and to his representative(s), that the information contained herein should be made available to the responsible project personnel including the architects, engineers, and contractors for the project. The recommendations contained herein should be incorporated into the plans, the specifications, and the final work.

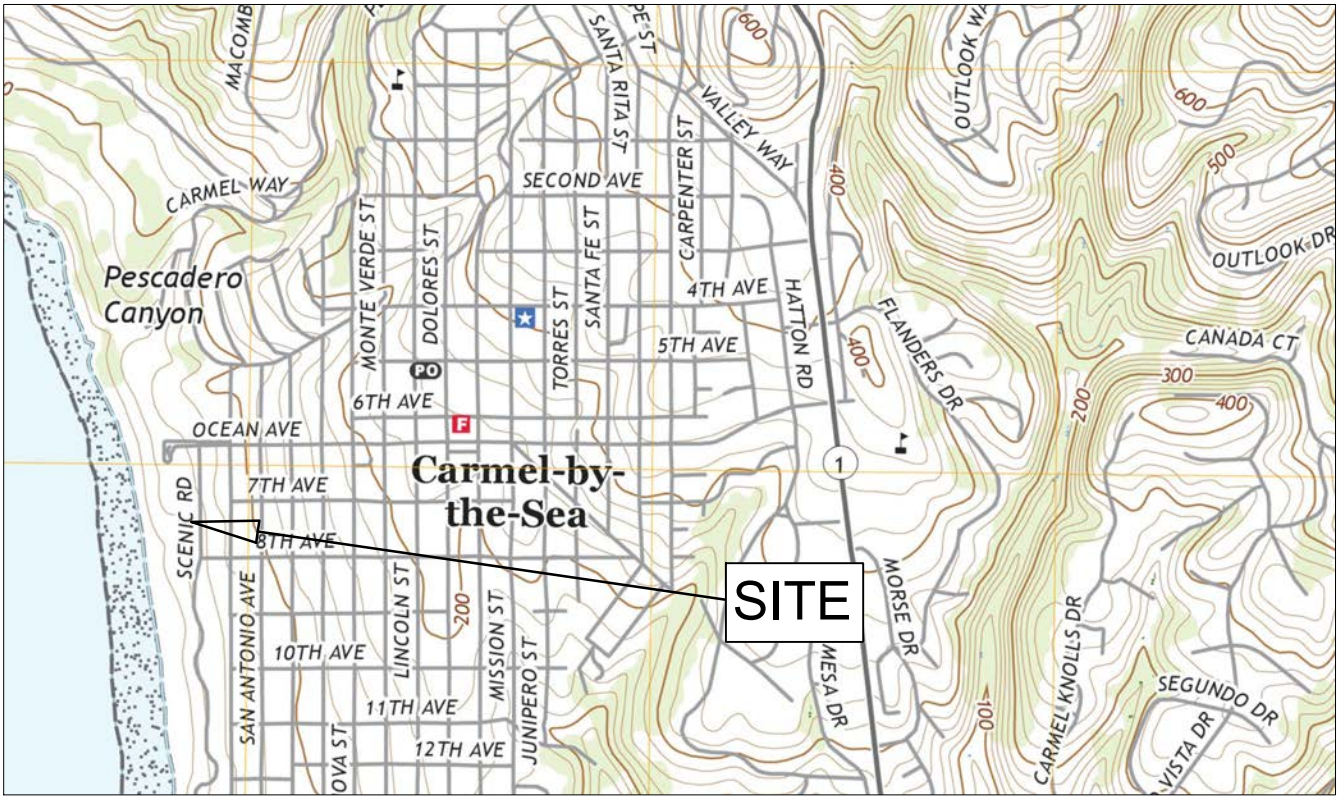
It is requested that GRICE ENGINEERING, INC., be retained to review the project grading and foundation plans to ensure compliance with these recommendations. Further, it is the position of GRICE ENGINEERING, INC., that work performed without our knowledge and supervision, or the direction and supervision of a project responsible professional Soils Engineer renders this report invalid.

It is our opinion the findings of this report are **valid** as of the **present date**, **however**, changes in the **Codes and Requirements** can occur and change the recommendations given within this report concerning the property. In addition changes in the conditions of a property can occur with the passage of time, due either to natural processes or to the works of man and may affect this property. In addition, changes in **standards** may occur as a result of legislation, or the broadening of knowledge, and these changes may require reevaluation of the conditions stated herein. Accordingly, the findings of this report may be invalidated wholly, or partially, by changes beyond our control. Therefore, this report is subject to review and should not be relied upon after a period of **three years**. REVISED 12-06-2021

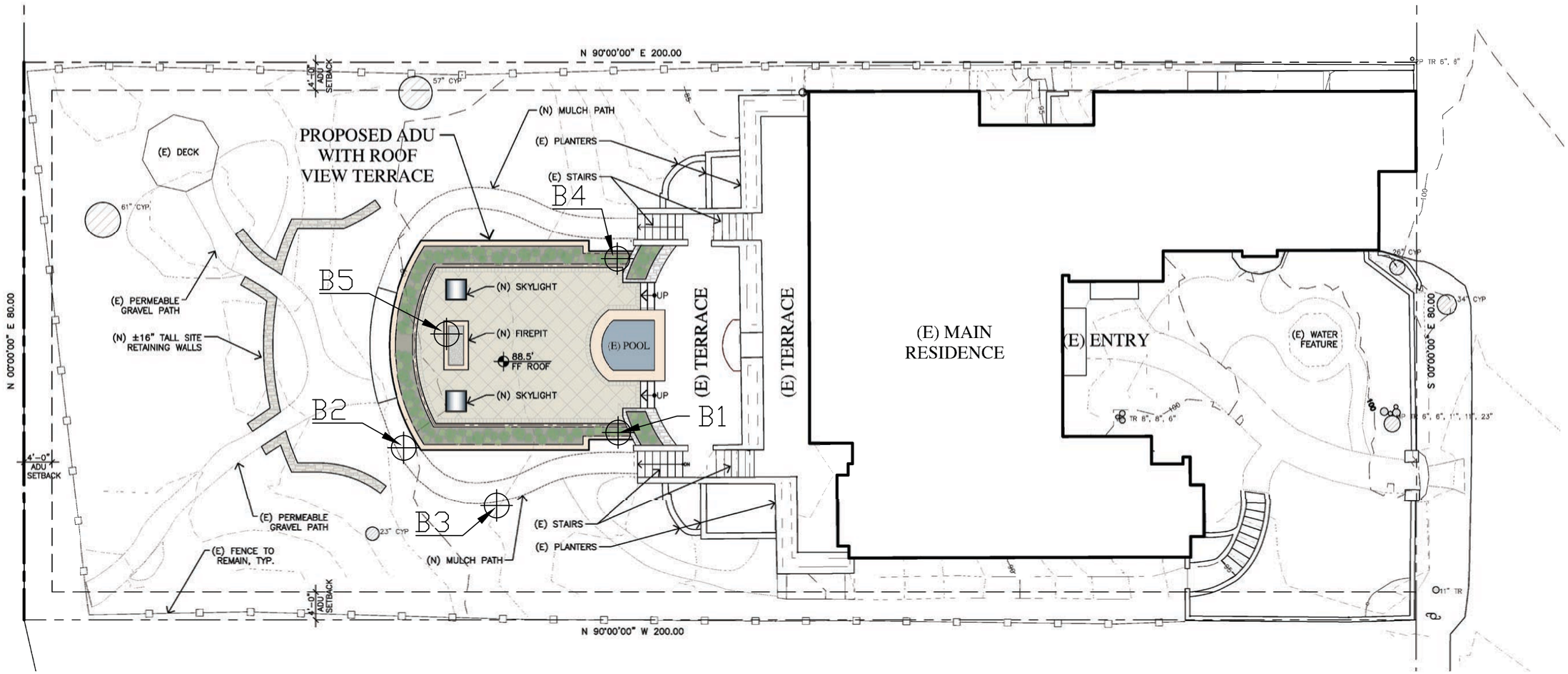
APPENDIX A



Vicinity Map



Location Map


N 90°00'00" E 200.00
4'-0" ADU SETBACK
57" CYP
(N) MULCH PATH
PROPOSED ADU WITH ROOF VIEW TERRACE
(E) PLANTERS
(E) STAIRS
B4
(E) DECK
61" CYP
B5
(E) PERMEABLE GRAVEL PATH
(N) ±16" TALL SITE RETAINING WALLS
(N) SKYLIGHT
(N) FIREPIT
88.5' FF ROOF
(E) POOL
UP
(E) TERRACE
(E) TERRACE
(E) MAIN RESIDENCE
(E) ENTRY
(E) WATER FEATURE
TR 6", 8"
105
26" CYP
34" CYP
TR 8", 8", 6"
TR 6", 6", 1", 1", 23"
SCENIC ROAD
(A 40' WIDE CITY STREET)
N 00°00'00" E 80.00
S 00°00'00" E 80.00
B2
B1
B3
23" CYP
(E) PERMEABLE GRAVEL PATH
(E) FENCE TO REMAIN, TYP.
(N) MULCH PATH
(E) STAIRS
(E) PLANTERS
11" TR
N 90°00'00" W 200.00

APPENDIX B

ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

Boring No. 1 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
0.00	CL				(CUTTINGS) Very dark brown | silty CLAY; low-medium plasticity; very pliable | few: sand; very fine | very damp; soft | FILL, imported topsoil						
0.50					Bore log is a compilation of two adjacent bores.						
1.00	SW				(CUTTINGS) Dark brown with striations of a very pale brown | SAND; fine ; few clasts of concrete and claystone (Monterey Shale); all subangular to angular | few: clayey silt | damp; soft | several rusted nails, pieces of old duct tape, clasts of concrete or mortar | FILL						
1.50		1.50	DCPT 3.00	3.00							
2.00					Augur around larger clasts. Recover a 1/2x6 inch bolt, rusted.						
2.50					Soft auguring, some voids noted between pieces of concrete.						
3.00		3.00	DCPT 4.00	4.00							
			3.50	3.50							
			3.00	3.00							
3.50			6.00	6.00							
			1.00	1.00							
			Cone drops 3 inches on next impact?								
4.00					More clasts of mortar up to 2 inches, soft materials, free drilling other than concrete clasts						
4.50					Getting hung up on more large clasts						
5.00					End of bore at 4.9 feet. No free water encountered. Bore backfilled with cuttings						
5.50											
6.00											
6.50											
7.00											
7.50											
8.00											
8.50											
9.00											
9.50											
10.00											

ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

Boring No. 2 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
0.00	SP-SM				(CUTTINGS) Dark brown | SAND; fine | few: silt | moist; soft | Occasional debris, clasts of concrete or mortar,stucco with paint | FILL						
0.50											
1.00											
1.50					Several pieces of mortar, one looks like stucco with paint						
2.00											
2.50					Piece of concrete.						
			DCPT								
		2.60	4.00	4.00							
			3.50	3.50							
3.00			5.00	5.00							
					Piece of Geotextile, spun, thick as felt						
3.50	GW				(CUTTINGS) Pale gray to bluish gray, speckled | GRAVEL; granite origin, angular to subangular (crushed rock),trace sand probably from drilling | moist; medium dense? | Could be storm water dispersal bed, fabric implies it was installed in the last 30 years or such.						
4.00					End of bore at 4.0 feet. No free water encountered. Bore backfilled with cuttings.						
4.50											
5.00											
5.50											
6.00											
6.50											
7.00											
7.50											
8.00											
8.50											
9.00											
9.50											
10.00											

ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

Boring No. 3 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
0.00	SP				(CUTTINGS) Dark brown | SAND; fine | few: silt | moist; soft | Occasional debris, clasts of concrete or mortar,stucco with paint | FILL, imported topsoil						
0.50											
1.00											
1.50					Several pieces of mortar similar to Bore #1						
2.00											
2.50					Pieces of concrete similar to Bore #1						
	SP				(CUTTINGS) Off White | SAND; fine | nil-touch: silt | moist; soft-medium dense | Appears to be native beach sand, light variation in color.						
3.00			DCPT								
		3.00	7.00	7.00							
			6.50	6.50							
			5.50	5.50							
3.50			5.00	5.00							
4.00											
4.50											
5.00					Color brightens to Very pale gray. Same sand. Drilling texture suggests medium dense						
5.50											
			DCPT								
		5.75	7.00	7.00							
6.00			10.00	10.00	Medium dense						
			12.00	12.00							
6.50					Color darkens more, several roots, moisture up to slightly damp Darker color is from roots extending into the damper sands.						
7.00					Color paling back to off white.						
			DCPT								
		7.25	20.00	20.00							
7.50											
8.00					Clots of light cementation.						
8.50											
9.00											
			DCPT		Same materials, off white fine sand, slightly damp, dense.						
		9.25	65.00	65.00	End of bore at 9.25 feet. Bore backfilled with cuttings.						
9.50											
10.00											

ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

Boring No. 4 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
0.00	CL				(CUTTINGS) Very dark brown | silty CLAY; low-medium plasticity; very pliable | few: sand; very fine | very damp; soft | FILL						
0.50					Bore log is a compilation of two adjacent bores.						
1.00	SP				(CUTTINGS) Dark brown | SAND; fine | few: silt | moist; soft | Occasional debris, clasts of concrete or mortar,stucco with paint | FILL						
1.50					Encounter large, hard object (concrete), move bore 2 ft southwest						
2.00					In second attempt pass by large concrete clasts, about 4 to 12 inchesi in diameter.						
2.50	SP				(CUTTINGS) Dark brown to brown | SAND; fine | trace to few: silt | moist; soft | No observed debris, color pattern suggests non native placement | FILL						
3.00		3.00	4.00	4.00							
			3.00	3.00							
			2.50	2.00							
3.50					VERY LOOSE materials to 6 feet.						
			CONE FALLS TO 6 FEET								
4.00					Cuttings same as above. Color pattern and looseness continue to indicate uncontrolled fill.						
4.50					VERY LOOSE MATERIALS AND VOIDS						
5.00											
5.50											
6.00					Cuttings heavy with roots, about 50% of material is wood						
		PUSH CONE WITH LIGHT FORCE TO 7.5 FEET									
6.50											
7.00					Cuttings same as above. Color pattern and looseness continue to indicate uncontrolled fill.						
7.50											
8.00					Wood or roots continue.						
8.50											
9.00					Still recovering significant root or tree materials, some well decayed.						
9.50					Heavy wood and roots encountered just above 9.5 feet						
	SP				(CUTTINGS) Off White, lightly banded | SAND; fine | nil-touch: silt | moist; medium dense-dense | Appears to be native beach sand, light variation in color.						
			DCPT								
10.00		10.00	31.00	31.00							

ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

Boring No. 4 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
			31.00	31.00							
10.50											
11.00											
11.50											
12.00											
12.50											
13.00			DCPT								
		13.00	41.00	41.00	Same as last to end of bore End of bore at 13.0 feet. No free water encountered. Bore backfilled with cuttings.						
13.50											
14.00											
14.50											
15.00											
15.50											
16.00											
16.50											
17.00											
17.50											
18.00											
18.50											
19.00											
19.50											
20.00											

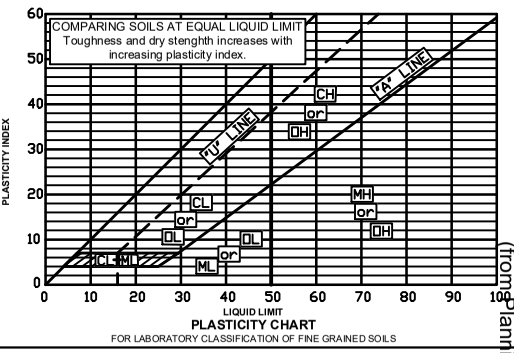
ADU; Diamond Residence; Scenic 5 NW of 8th, Carmel-by-the-Sea, California

Boring No. 5 October 29, 2025

Depth	Symbol	Sample	Field BlowCount per 6 inch	Standard Pen. Burmister	DESCRIPTION AND NOTES	Auger Pen.	Density	Moisture	Unconfined	Cohesion	Shear
0.00	SP				(CUTTINGS) Dark brown | SAND; fine | few: silt | moist; soft | Occasional clasts of Monterey Shale, angular | FILL						
0.50											
1.00											
1.50											
2.00											
2.50	SP				(CUTTINGS) Medium dark brown | SAND; fine | trace to few: silt | moist; soft | Appears as native topsoil						
3.00											
3.50	SP		DCPT		(CUTTINGS) Off White | SAND; fine | nil-touch: silt | moist; soft-medium dense | Appears to be native beach sand, light variation in color.						
		3.75	7.00	7.00							
4.00			6.00	6.00							
			7.00	7.00							
			6.00	6.00							
4.50											
					Firming with depth						
5.00											
5.50											
					Color darkens a bit, firm drilling						
6.00											
6.50											
			DCPT								
		6.75	12.00	12.00							
7.00			13.00	13.00							
			14.00	14.00							
7.50											
					Color pales back to off white, density seems to be rising						
	SP				(CUTTINGS) Off White, lightly banded | SAND; fine | nil-touch: silt | moist; medium dense-dense | Appears to be native beach sand, light variation in color.						
8.00											
8.50											
9.00											
			DCPT								
		9.25	68.00	68.00	End of bore at 9.25 feet. No free water encountered.						
9.50					Bore backfilled with cuttings.						
10.00											

GRICE ENGINEERING INC
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Monterey: (831) 375-1198 FAX: (831) 422-1896

UNIFIED SOIL CLASSIFICATION & ASTM D2487: INCLUDING IDENTIFICATION AND DESCRIPTION

FIELD IDENTIFICATION PROCEDURES (Excluding particles larger than 3 inches and basing fractions on estimated weights)				GROUP SYMBOLS N.	TYPICAL NAMES	INFORMATION REQUIRED FOR DESCRIBING SOILS	LABORATORY CLASSIFICATION CRITERIA
COARSE GRAINED SOILS — More than half of material is **larger** than No. 200 sieve size is about the smallest particle visible to the naked eye	GRAVELS — More than half of coarse fraction is larger than No. 4 sieve size (For visual classifications, the 1/4" size may be used as equivalent to the No. 4 sieve size.)	CLEAN GRAVELS (Little or no fines)	Wide range in grain size and substantial amounts of all intermediate particle sizes.	GW	Well graded gravels, gravel-sand mixtures, little or no fines.	Give typical name, indicate approximate percentages of sand and gravel, max. size; angularity, surface condition, and hardness of the coarse grains; local or geologic name and other pertinent descriptive information, and symbol in parentheses. For undisturbed soils add information on stratification, degree of compactness, cementation, moisture conditions and drainage characteristics. EXAMPLE: **Silty Sand,** gravelly; about 20% hard, angular gravel particles ½ inch maximum size; rounded and subangular sand grains coarse to fine, about 15 % non-plastic fines with low dry strength, well compacted and moist in place, alluvial sand; (SM).	Use grain size curve in identifying the fractions as given under field identification. Determine percetages of gravel and sand from grain size curve. Depending on percentage of fines (fractin smaller than No. 200 sieve size) coarse grained soils are classified as follows: Less than 5% GW,GP, SW, SP More than 12 % GM, GC, SW, SC 5% to 12% **Borderline** cases requiring use of dual symbols.
			Predominatly one size or a range of sizes with some intermediate sizes missing.	GP	Poorly graded gravels, gravel-sand mixtures, little or no fines.		
		GRAVELS WITH FINES (Appreciable amount of fines)	Non-plastic fines (for identification procedures see ML below).	GM	Silty gravels, poorly graded gravel-sand-silt mixtures.		
			Plastic fines (for identification procedures see CL below).	GC	Clayey gravels, poorly graded gravel-sand-clay mixtures.		
	SANDS — More than half of coarse fraction is smaller than No. 4 sieve size	CLEAN SANDS (Little or no fines)	Wide range in grain sizes and substantial amounts of all intermediate particle sizes.	SW	Well graded sands, gravelly sands, little or no fines.		$C_u = \frac{D_{60}}{D_{10}}$ Greater than 4 $C_c = \frac{(D_{30})^2}{D_{10} \times D_{60}}$ Between one and 3 Not meeting all gradation requirements for GW Atterberg limits below "A" line or PI less than 4 — Above "A" line with PI between 4 and 7 are **borderline** cases requiring use of dual symbols Atterberg limits above "A" line or PI greater than 7
			Predominatly one size or a range of sizes with some intermediate sizes missing.	SP	Poorly graded sands, gravelly sands, little or no fines.		$C_u = \frac{D_{60}}{D_{10}}$ Greater than 6 $C_c = \frac{(D_{30})^2}{D_{10} \times D_{60}}$ Between one and 3 Not meeting all gradation requirements for SW Atterberg limits below "A" line or PI less than 4 — Above "A" line with PI between 4 and 7 are **borderline** cases requiring use of dual symbols Atterberg limits above "A" line or PI greater than 7
		SANDS WITH FINES (Appreciable amount of fines)	Non-plastic fines (for idendification procedures see ML below).	SM	Silty sands, poorly graded sand-silt mixtures.		
			Plastic fines (for identification procedures see CL below).	SC	Clayey sands, poorly graded sand-clay mixtures.		
FINE GRAINED SOILS — More than half of material is **smaller** than No. 200 sieve size (The No. 200 sieve size is about the smallest particle visible to the naked eye)	IDENTIFICATION PROCEDURES ON FRACTION SMALLER THAN No. 40 SIEVE SIZE						
		DRY STRENGTH (CRUSHING CHARACTERISTICS)	DILATANCY (REACTION TO SHAKING)	TOUGHNESS (CONSISTENCY NEAR PLASTIC LIMIT)			
SILTS AND CLAYS — Liquid limit less than 50		None to slight	Quick to slow	None	ML	Inorganic silts and very vine sands, rock flour, silty or clayey fine sands withg slight plasticity.	Give typical name, indicate degree and character of plasticity, amount and maximum size of coarse grains, color in wet conditions, odor if any, local or geologic name, and other pertinent descriptive information, and symbol in parentheses. For undisturbed soils add information or structure, stratification, consistency in undisturbed and remolded states, moisture and drainage conditions. EXAMPLE: **Clayey silt**, brown, slightly plastic, small percentage of fine sand, numerous vertical root holes, firm and dry in place, loess; (ML).	
		Medium to high	None to very slow	Medium	CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays.	
		Slight to medium	Slow	Slight	OL	Organic silts and organic silt-clays of low plasticity.	
SILTS AND CLAYS — Liquid limit greater than 50		Slight to medium	Slow to none	Slight to medium	MH	Inorganic silts, micaceous or diatomaceous fine sandy or silty soils, elastic silts.	
		High to very high	None	High	CH	Inorganic clays of high plasticity, fat clays.	
		Medium to high	None to very slow	Slight to medium	OH	Organic clays of medium to high plasticity.	
HIGHLY ORGANIC SOILS		Readily identified by color, odor, spongy feel and frequently by fibrous texture.			Pt	Peat and other highly organic soils.	

N. **Boundary** classifications: Soils possessing characteristics of two groups are designated by combinations of group symbols. For examle GW-GC, well graded gravel-sand mixture with clay binder.
N. All sieve sizes on this chart are U.S. Standard.

FIELD IDENTIFICATION PROCEDURES FOR FINE GRAINED SOILS OR FRACTIONS

These procedures are to be performed on the minus No. 40 sieve size particles, approximately ¼ inches. For field classification purposes, screening is not intended; simply remove by hands the coarse particles that interfere with the test.

DILATANCY (Reaction to shaking)

After removing portions larger than No. 40 sieve size, prepare a pot of moist soil with a volume of about one-half cubic inch. Add enough water if necessary to make the soil soft but not sticky.

Place the pot in the open palm of one hand and shake horizontally, stricking vigorously against the other hand several times. A positive reaction consists of the appearance of water on the surface of the pot which changes to a livery consistancy and becomes glossy. When the sample is squeezed between the fingers, the water and gloss disappear from the surface, the pot stiffens and finnally it crackes or crumbles. The rapidity of appearance of water during shaking and of its diappearance during squeezing assist in identifying the character of the fines in a soil.

Very fine clean sands give the quickes and most distinct reactoin whereas a plastic clay has no reaction. Inorganic silts, such as a typical rock flour, show a moderately quick reaction.

DRY STRENGTH (Crushing characteristics)

After removing particles larger than No. 40 sieve size, mold a pat of soil to the consistency of putty, adding water if necessary. Allow the pat to dry completely by oven, sun, or air drying, and then test its strength by breaking and crumbling between the fingers. This strength is a measure of the character and quality of the colloidal fraction contained in the soil. The dry strength increases with increasing plasticity.

High dry strength is characteristic for clays of the CH group. A typical inorganic silt possesses only very slight dry strength. Silty fine sand and silts have about the same slight dry strength, but can be distinguished by the feel when powdering the dried specimen. Fine sand feels gritty whereas a typical silt has the smooth feel of flour.

TOUGHNESS (Consistency near plastic limit)

After removing particles larger that the No. 40 sieve size, a specimen of soil about one-half inch cube in size is molded to the consistency of putty. If too dry, water must be added and if sticky, the specimen should be spread out in a thin layer and allowed to lose some moisture by evaporation. Then the specimen is rolled out by hand on a smooth surface of between the palms into a thread about one-eight inch in diameter . The thread is then folded and rerolled repeatedly. Durning this manipulation the moisture content is gradually reduced and the specimen stiffens, finally loses its plasticitiy, and crumbles when the plastic limit is reached.

After the thread crumbles, the pieces should be lumped together and a slight kneading action continued until the lump crumbles.

The tougher the thread near the plastic limit and the stiffer the lump when it finally crumbles, the more potent is the colloidal clay fraction in the soil. Weakness of the thread at the plastic limit and quick loss of coherence of the lump below the plastic limit indicate either inorganic clay of low plasticity, or materials such as kaolin-type clays and organic clays which occure below the A-line.

Highly organic clays have a very weak and spongy feel at the plastic limit.

ADOPTED BY: CORPS OF ENGINEERS AND BUREAU OF RECLAMATION-JANUARY 1962

IO3-D-347

SOIL CLASSIFICATION CHART
conforms to Unified Soils Classification
and ASTM D2487

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File No. 8091-25.10
December 29, 2025

Stephen P. Diamond
C/O Ms. Julie Paulson
International Design Group
721 Lighthouse Avenue
Pacific Grove, California 93950

Project: Diamond Residence
ADU and Improvements
Scenic Road 5 NW of 8th Avenue
Carmel by the Sea, California 93921
A. P. N. 010-312-012-000

Subject: Geotechnical and Geological Hazards Report
Addendum No. 1

Dear Mr. Diamond,

Pursuant to a request from the planning department of the City of Carmel by the Sea we have prepared this addendum to detail the setback from a descending steep slope. In general the request is to detail the required setback of the ADU addition to a steep bluff. The requirements are a 50-foot distance from the bluff top or beyond a line ascending at 20% from the toe of the bluff, whichever is greater.

The attached plan detailing terrain beyond the parcel down to the beach of the Pacific Ocean west of the parcel. The terrain is that available through Google Earth as acquired from the National Map (USGS). A section details the terrain and distances from the toe and top of the bluff to the closest point of the proposed addition. As noted the addition is 134± feet from the bluff top and 78± feet from the intersection between the 20% ascending slope and the existing grade.

The report contained herein is made with our best effort to evaluate the site, determine the site geotechnical conditions and provide recommendations for those conditions. We submit this report with the understanding that it is the responsibility of the owner or his representative to ensure incorporation of these recommendations into the final plans and their subsequent implementation in the field.

File No. 8091-25.10
December 29, 2025

In addition, we recommend that GRICE ENGINEERING, INC., be retained to review the project plans and provide the construction supervision and testing required to document compliance with these recommendations. Should any site condition not mentioned in this report be observed, this office should be notified so that additional recommendations can be made, if necessary.

This report and the recommendations herein are made expressly for the above referenced project and may not be utilized for any other site without written permission of GRICE ENGINEERING, INC.

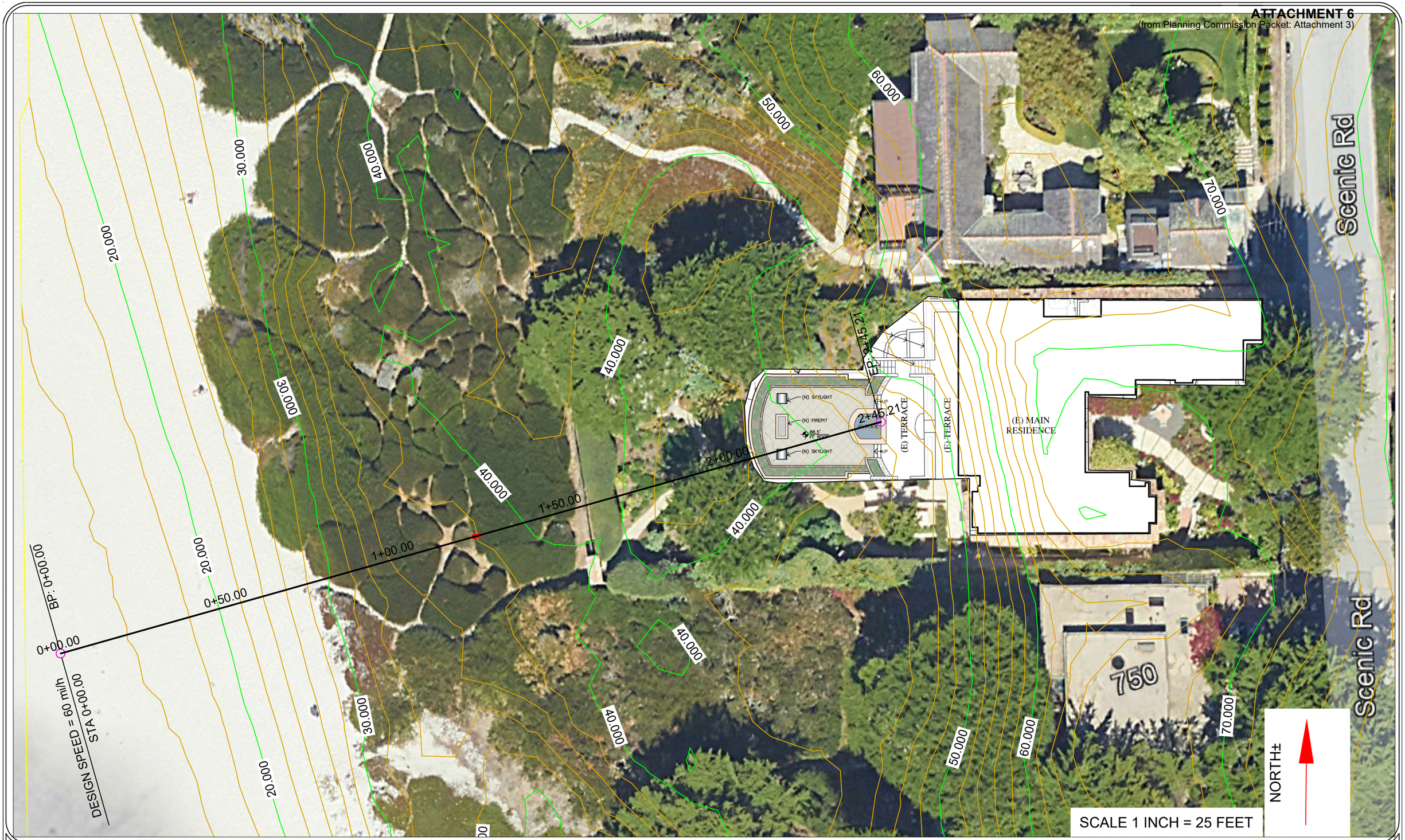
Please feel free to call this office should you have any questions regarding this report.

Very truly yours,
GRICE ENGINEERING, INC.



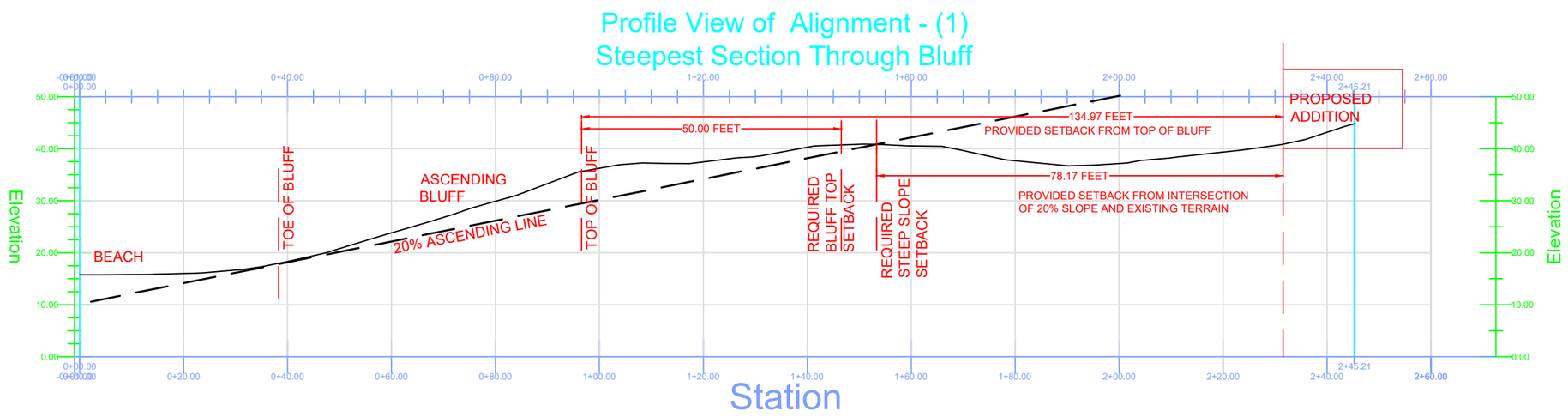
Lawrence E. Grice, P.E.
R. C. E. 66857

Attachments:
Site Plan with Section Line through Bluff @ Steepest Portion, page 3
Section through Bluff @ Steepest Portion to face of ADU Addition, page 4



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SITE PLAN with SECTION LINE THROUGH BLUFF @ STEEPEST PORTION
ADU @ DIAMOND RESIDENCE, SCENIC 5 NW OF 8TH, CARMEL BY THE SEA, CALIFORNIA



SCALE 1 INCH = 25 FEET

THOMPSON
WILDLAND MANAGEMENT
Environmental Management & Conservation Services
International Society of Arboriculture Certified Arborist # WE-7468A
Department of Pesticide Regulation Qualified Applicator Lic. #QL50949 B
Environmental & Arborist Assessments, Protection, Restoration, Monitoring & Reporting
Wildland Fire Property Protection, Fuel Reduction & Vegetation Management
Invasive Weed Control, and Habitat Restoration & Management
Soil Erosion & Sedimentation Control
Resource Ecologist

January 12, 2026

Diamond Residence
Scenic Road 5NW of 8th Avenue
Carmel, CA. 93923
APN: 010-312-012-000

Subject: Pre-construction Biological Assessment for Scenic Road, 5NW of 8th Avenue

Per *City of Carmel-By-The-Sea Community Planning & Building Department* permit requirements, a biological assessment was recently conducted for the property located on Scenic Road, 5NW of 8th Avenue in Carmel (APN: 010-312-012) in preparation for an ADU construction project. This already developed and impacted lot is situated in a densely developed urban woodland residential community and coastal environment that is a short distance to the east of Carmel Beach. This pre-construction assessment involved performing a ground level visual inspection of the subject parcel to record and document biological resources, vegetation types and habitat characteristics; determine the presence or absence of biological resources that have protection status under federal and state laws (e.g., *Federal Endangered Species Act* [FESA], *California Environmental Quality Act* [CEQA] and *California Endangered Species Act* [CESA]); confirm that the proposed project is consistent with the policies and regulations that are identified in the *Carmel Municipal Code - Section 17.20.220*; and provide resource protection and mitigation recommendations that may be necessary in preparation for the proposed ADU project.

This biological assessment was conducted by performing a thorough walk through and inspection of the subject property and reviewing the ADU construction plans (refer to the corresponding project plans for construction details). A larger and smaller scale aerial image of the property is provided at the end of the report (refer to the attached *Exhibits A1 & A2*), and, where possible, the characteristics and conditions described in this report are depicted in the attached photographs (refer to *Figures 1-10*). Findings and recommendations are provided herein.

It should be noted that this biotic assessment that was conducted on October 27, 2025 was not performed during the optimal time of year (i.e., the spring season) for identifying native annual plant species that have the potential of occurring on the property and in the surrounding areas. However, for this project this should not be a significant issue or concern, since it is clear that native annual flora, including protected plant species, are not present or known to occur in this fairly small, insignificant and previously disturbed and impacted backyard area of the property that is primarily composed of maintained and irrigated landscaping plants.

I. SITE CHARACTERISTICS & BIOLOGICAL RESOURCES

In the Carmel region there are natural open space areas where development has been limited or has not occurred. In these areas where natural vegetation communities remain intact and have not been significantly impacted or disturbed there is often a healthy diversity of native flora and fauna and healthy functioning habitat and ecological processes, including the presence of protected special status species and sensitive habitat types. However, in regards to the subject property addressed in this report that has been significantly developed and impacted (refer *Figures 1-7*), it is clearly evident that protected species or habitat do not appear to be present at this time.

This beachside and coastal zone parcel is 0.367 acres in size and is in a region that is significantly influenced by seasonally temperate coastal environmental conditions. This property is located in a densely developed urban woodland community with little open space occurring in this area of the Carmel community, the exception being Carmel Beach, which is a short distance to the west of the subject property. Scenic Road is to the east of the parcel and two developed lots are located immediately to the north and south of the property. None of these adjacent properties will be impacted by ADU construction activities and do not appear to support sensitive habitat or ecological resources.

Prevailing winds are primarily out of a westerly direction and soils on this developed and previously disturbed parcel appear to be stable and sufficient for supporting property development and landscape improvements. Per the project plans, the proposed ADU will utilize a portion of the existing rear patio footprint, as well as some of the surrounding landscaped areas (refer to *Figures 1-7*). It should be noted that this is a relatively flat lot and no development or soil disturbance will be occurring on steep slopes with high erosion potential.

In regards to the nearby Carmel Beach, which is a coastal zone habitat and ecological resource, this particular area of the beach appears to have little habitat value due to high intensity use and traffic by beach visitors and a relatively low presence and diversity of native plants that would typically occur in healthier and more robust coastal dune, strand and/or scrub type vegetation community that are fairly common in the central coast region. It should be noted that immediately to the west of the property, between the rear property fencline and Carmel Beach, there is a dense and compact stand of non-native invasive acacia shrubs and hedges that is not a sensitive or protected resource (refer to the attached *Exhibits A1 & A2* and *Figures 1, 2 & 8-10*).

However, this area with dense acacia can provide good cover and habitat for birds and other species of wildlife. This acacia population is not located on the subject property and will not be impacted by project operations (refer to *Figures 8-10*). It should be noted that these exotic acacias appear to be regularly pruned to a fairly low and compact height in order to prevent view obstructions.

Trees occurring in this urban woodland community primarily consist of mature and senescing mid- to upper-canopy Monterey cypress (*Hesperocyparis macrocarpa*) trees, with Monterey pines (*Pinus radiata*) and lower- to mid-canopy coast live oaks (*Quercus agrifolia*) occurring to a lesser extent. On this particular property, there are 3 significant Monterey cypress trees located in the backyard area in the vicinity of the proposed ADU (refer to the attached *Exhibit A2* and *Figures 1-6*). These trees appear to be a safe and sufficient distance away from the proposed building footprint and are not expected to be significantly impacted or adversely affected by grading and construction activities.

In regards to the overall health and condition of these 3 mature and senescing cypress trees, they appear to be in sound physiological health and structural condition. Biotic (e.g., pathogens, disease and/or insect pests) and/or abiotic disorders currently appear to be absent in levels that are harmful or detrimental to the health and viability of these trees and the surrounding urban woodland environment.

As previously indicated, the subject property is significantly landscaped in the front, side and backyard areas around the home (refer *Figures 1-7*). Maintained and irrigated landscaping plants primarily consist of non-native and introduced ornamental shrubs, herbaceous perennials, succulents and smaller ornamental trees; however, there are a few native plant species (i.e., Yankee Point ceanothus, common yarrow and Pacific thrift and California poppy) that have also been introduced to this maintained landscape.

Per the assessment of this developed and previously disturbed and impacted lot, it is clearly evident that the subject parcel does not support federally and/or state protected special status species, sensitive habitat and/or environmentally sensitive habitat areas (ESHA), and none of these resources will be impacted by the proposed ADU project. There are no known occurrences of protected species or resources occurring on the property and none were observed during the assessment. Additionally, actively nesting birds were not observed on or adjacent to the subject property, which was expected due to this assessment occurring outside of the nesting season.

In regards to ESHA, this begins approximately 30 feet to the west of the proposed building footprint on the other side of the property fence and hedge that delineates the western property boundary. This nearby ESHA area is a part of the Del Mar Dunes system, which is dominated by non-native invasive acacia and ice plant (refer to *Figures 8-10*).

Per City of Carmel requirements and conditions of approval (i.e., Section D of 17.20.220 Environmentally Sensitive Habitats under Title 17. Zoning), ADU construction activities will be

limited and contained to the backyard area of the property and will not in any way encroach upon or impact nearby ESHA. Impacts such as construction related noise, dust and sediment runoff is expected to be negligible and insignificant and will not adversely affect or harm ESHA.

In order to ensure that no ecological impacts occur, the rear gate of the property will be locked during construction operations in order to prevent the possibility of any construction related activities or workers moving into ESHA. Additionally, silt fencing or straw wattle sedimentation control measures will be properly installed on the property in a suitable location between the proposed construction footprint and the property fence to the west, as well as a heavy duty green mesh fabric barrier fencing installed and secured along the property fence. This green barrier fencing, along with the existing property fence and dense and well established hedge, will assist in ensuring a secure and contained construction site.

The 3 Monterey cypress trees located in the backyard area are the most noteworthy and ecologically valuable resource occurring on or adjacent to the subject property. In addition to these mature and senescing cypress trees, the following species are the only native plants that are inhabiting the parcel. These native species were introduced to this maintained landscape and are occurring amongst several of species of non-native ornamental plants. Native species observed include Yankee Point ceanothus (*Ceanothus griseus var. horizontalis*), common yarrow (*Achillea millefolium*), Pacific thrift (*Armeria maritima*) and California poppy (*Eschscholzia californica*). Non-native invasive plants that can be degrading and harmful to habitat are not inhabiting the subject property, which has a well kept and maintained landscape.

Special status plant and animal species identified in the *California Natural Diversity Database* (CNDDB) that have the potential of inhabiting the parcel and surrounding vegetation community were not observed or detected during the property assessment, and none of these species are known to occur on the subject property. These sensitive and protected fauna and flora include the following species: Black legless lizard (*Anniella pulchra nigra*), California red-legged frog (*Rana draytonii*), monarch butterfly (*Danaus plexippus*), Smith's blue butterfly (*Euphilotes enoptes smithi*), Menzie's wallflower (*Erysimum menziesii*), sand gilia (*Gilia tenuiflora*), Monterey spineflower (*Chorizanthe pungens*), Tidestrom's lupine (*Lupinus tidestromii*), sea cliff buckwheat (*Eriogonum parvifolium*), coast buckwheat (*Eriogonum latifolium*), little sur manzanita (*Arctostaphylos edmundsii*) and sandmat manzanita (*Arctostaphylos pumila*). As previously noted, none of these species appear to be occurring on the subject parcel and are not expected to be impacted by project operations. However, it is possible for the listed animal species to move in and out of areas during certain time periods, which makes it more difficult for them to be observed and detected. That being said, there is no evidence of these listed animal species being present on the subject property and it is very unlikely that they would be impacted by this small scale ADU construction project. In regards to the black legless lizard, refer to the monitoring and inspection recommendations provided in the following section that is recommended just before and during initial vegetation clearing operations.

Additionally, actively nesting birds or raptors were not observed on or adjacent to the subject property, which was to be expected since this fall assessment was performed outside of the nesting season. However, if construction related activities or tree work occurs during the bird nesting season, which in Monterey County may begin as early as February and continue through August, an additional nesting survey should be conducted to confirm that nesting birds are not present.

II. RECOMMENDATIONS

The following resource protection measures and best management practices (BMP's) shall be implemented prior to the beginning of the ADU construction project:

1) Install resource protection measures to prevent unnecessary construction related impacts and disturbance to the surrounding areas in the backyard of the property. Resource protection BMP's include tree protection and erosion & sedimentation control measures, such as high visibility exclusionary fencing that clearly delineates the construction zone and protects the canopy dripline and critical root zone of a few nearby cypress trees, as well as erosion & sedimentation control measures, such as silt fence, straw wattles and soil stabilization measures, that may be necessary. For example and as previously stated, straw wattles or silt fencing shall be installed between the proposed construction footprint and the property fence to the west, as well as a heavy duty green mesh fabric barrier fencing installed and secured along the property fence. Resource protection BMP's shall be properly installed, monitored, maintained and, if necessary, modified and improved on a as needed basis for the duration of the project.
2) Just before (i.e., within 5 days) and again during the initial clearing of landscaping vegetation for this ADU construction project, the project biologist should be present to inspect and observe for the black legless lizard (*Anniella pulchra nigra*) or any other potentially occurring listed species that have protection status. This reptile that resembles a small snake has the potential of occurring in this coastal zone habitat under vegetation and in loose sandy soils. As a result, this backyard area where the ADU will be constructed should be inspected and monitored during initial clearing operations to make sure the black legless lizard is not present or harmed.
3) For any landscape improvements, consideration should be given to using plants that are native or naturalized to this region and are well-adapted to this mixed urban woodland and coastal environment. Plants selected for landscaping operations should be drought tolerant, less flammable and more fire resistant, non-invasive to habitat and open space areas, and suitable and appropriate to this coastal zone environment.
4) As previously stated, nesting birds were not observed during the assessment of this property. However, the nesting season in Monterey County may begin as early as February and continue through August. Consequently, if construction activities begin during this nesting period an additional nesting assessment should be conducted within two weeks of construction activities commencing.
5) The 3 mature and senescing Monterey cypress trees that are located in the vicinity of the proposed ADU (refer to *Figures 1-6*) will need to be adequately protected with tree protection

fencing for the duration of the project. These native specie trees appear to be a safe and sufficient distance away from the proposed construction footprint, and given the proper installation, maintenance and monitoring of tree protection measures, construction related impacts are expected to be minimal, insignificant and not harmful to the health and wellbeing of the subject trees.

III. CONCLUSION

In conclusion, a pre-construction biological assessment was recently conducted for the property located on Scenic Road, 5 NW of 8th Avenue in Carmel in preparation for an ADU construction project that will be occurring in the previously disturbed and significantly landscaped backyard area of the subject parcel. Biological resources that are protected under federal and state laws (e.g., FESA, CESA and CEQA) were not observed or detected during this pre-construction assessment and are not known to occur on this developed and impacted property. Consequently, it is evident that protected special status species and/or ESHA are not occurring on the subject property and will not be impacted by project operations.

The proper implementation of the resource preservation BMP's and guidelines provided in this report will assist in preventing construction related impacts to ecological resources, as well as complying with *City of Carmel-By-The-Sea Community Planning & Building Department* permit requirements and conditions of approval. Additionally, the proposed ADU development project appears to be consistent with the policies and regulations that are identified by the City in the *Carmel Municipal Code - Section D* of *17.20.220 Environmentally Sensitive Habitats* under *Title 17. Zoning* and the *Shoreline Management Plan* and the *Del Mar Master Plan*.

Best regards,

Rob Thompson
Resource Ecologist
ISA Certified Arborist, WE-7468A

January 12, 2026
Date

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Email: thompsonwrm@gmail.com ; Website: www.wildlandmanagement.com



Exhibit A1: The subject property is identified by the red arrow. Carmel Beach is a short distance to the west of the property. It should be noted that immediately to the west of the property, between the rear property fenceline and Carmel Beach, there is a dense and compact stand of non-native invasive acacia shrubs and hedges (identified by yellow arrow) that will not be impacted by ADU development activities. To the east of the lot is Scenic Road and to the north and south are two developed properties, neither of which appear to support sensitive or protected ecological resources.

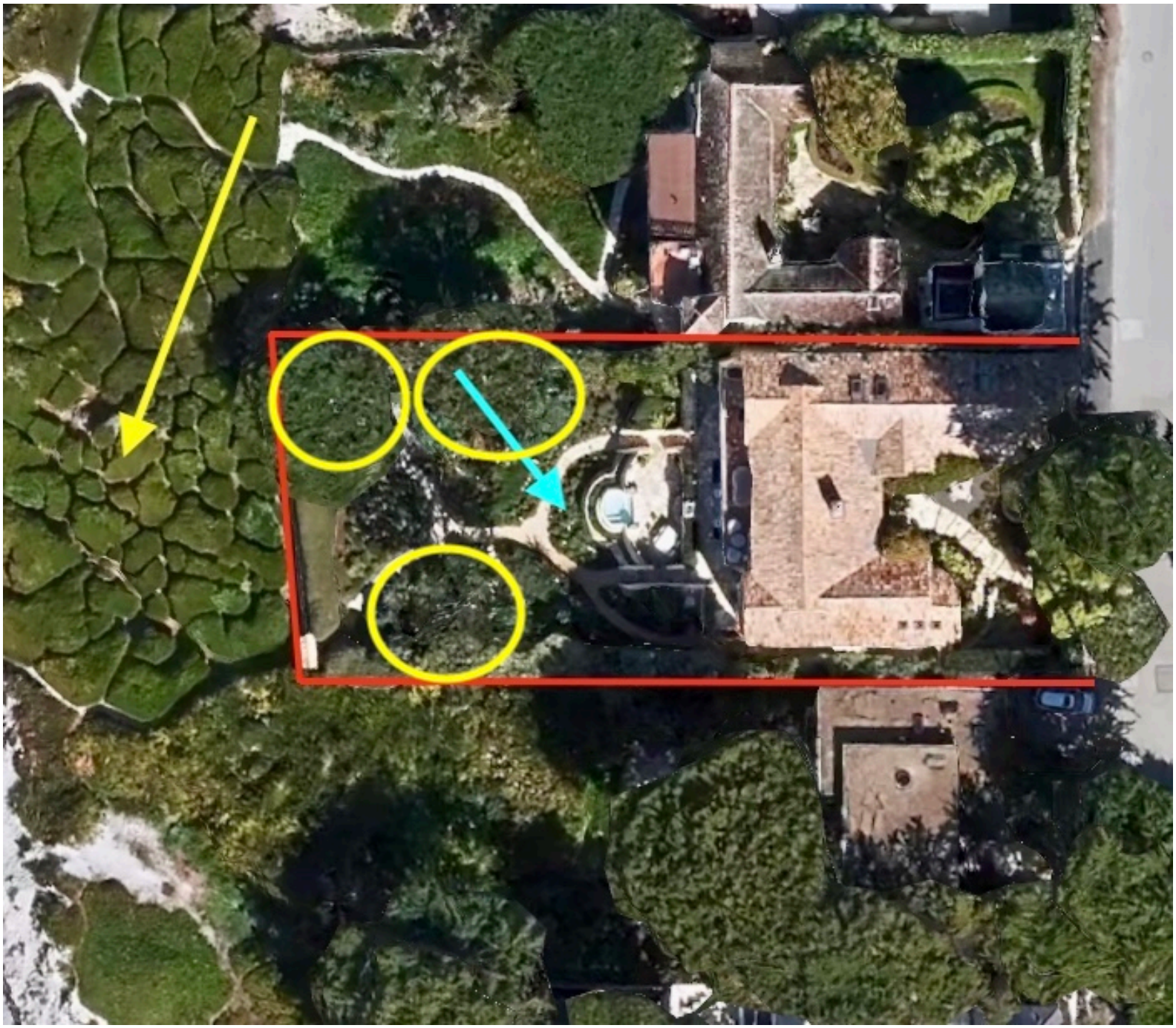


Exhibit A2: The proposed ADU construction site is identified by the light blue arrow. The 3 cypress trees are identified by the yellow circles and the exotic acacia population is identified by the yellow arrow.



Figure 1. The proposed ADU will come off of the rear patio and into the heavily landscaped area towards the center of the photo. The dense acacia stand located off of the rear of the property is visible in the back between the backyard area and the beach.



Figure 2. The 3 cypress trees will be retained and protected. No sensitive habitat or protected species will be impacted by this project. The acacia population is visible off of the rear of the property in the back ground.



Figure 3. Another view of the significantly landscaped ADU site primarily consisting of non-native and introduced ornamental plants and the mature cypress trees. The cypress trees are not expected to be adversely affected.



Figure 4. The proposed ADU site and landscaped area currently does not support any protected species or sensitive habitat.



Figure 5. This rear patio area and retaining wall is where the eastern end of the ADU will be located.



Figure 6. Rear patio will be the eastern end of the proposed ADU.



Figure 7. The ADU construction footprint looking east back towards the main house. No significant ecological impacts will be occurring as a result of this fairly small scale construction project.



Figure 8. Dense exotic acacia stands begin immediately to the west of the property fence. Invasive ice plant is also abundant.



Figure 9. View of ESHA area with abundant ice plant and acacia that is to the east of Carmel Beach and west of subject property.

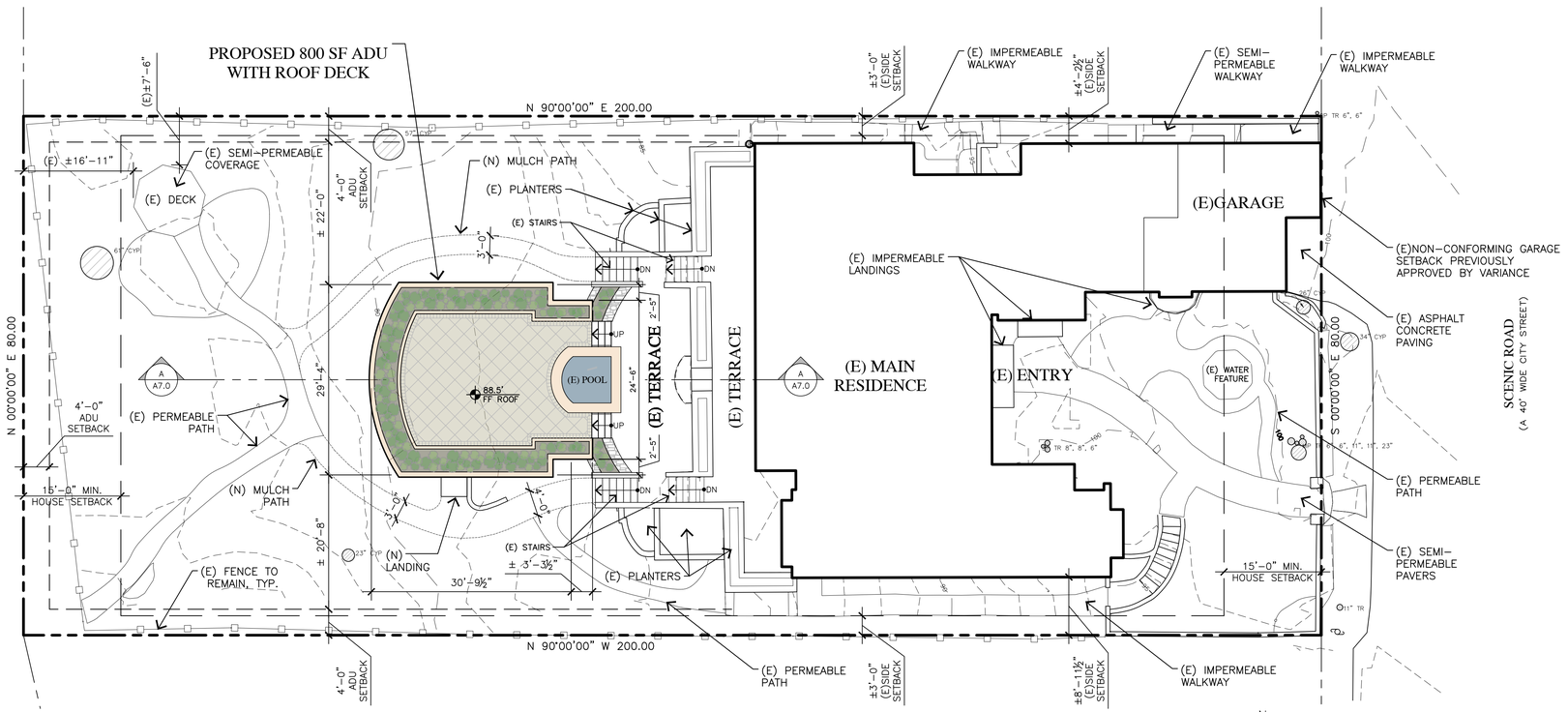


Figure 10. Dense acacia stand looking east towards the subject property.

THIS REPORT HAS BEEN PREPARED FOR THE EXCLUSIVE USE OF THE CLIENT AND IS BASED ON THE FINDINGS AND PROFESSIONAL OPINION OF QUALIFIED PERSONAL WITH *THOMPSON WILDLAND MANAGEMENT* (TWM). TWM ACCEPTS NO RESPONSIBILITY FOR ITS USE BY OTHER INDIVIDUALS OR PARTIES.

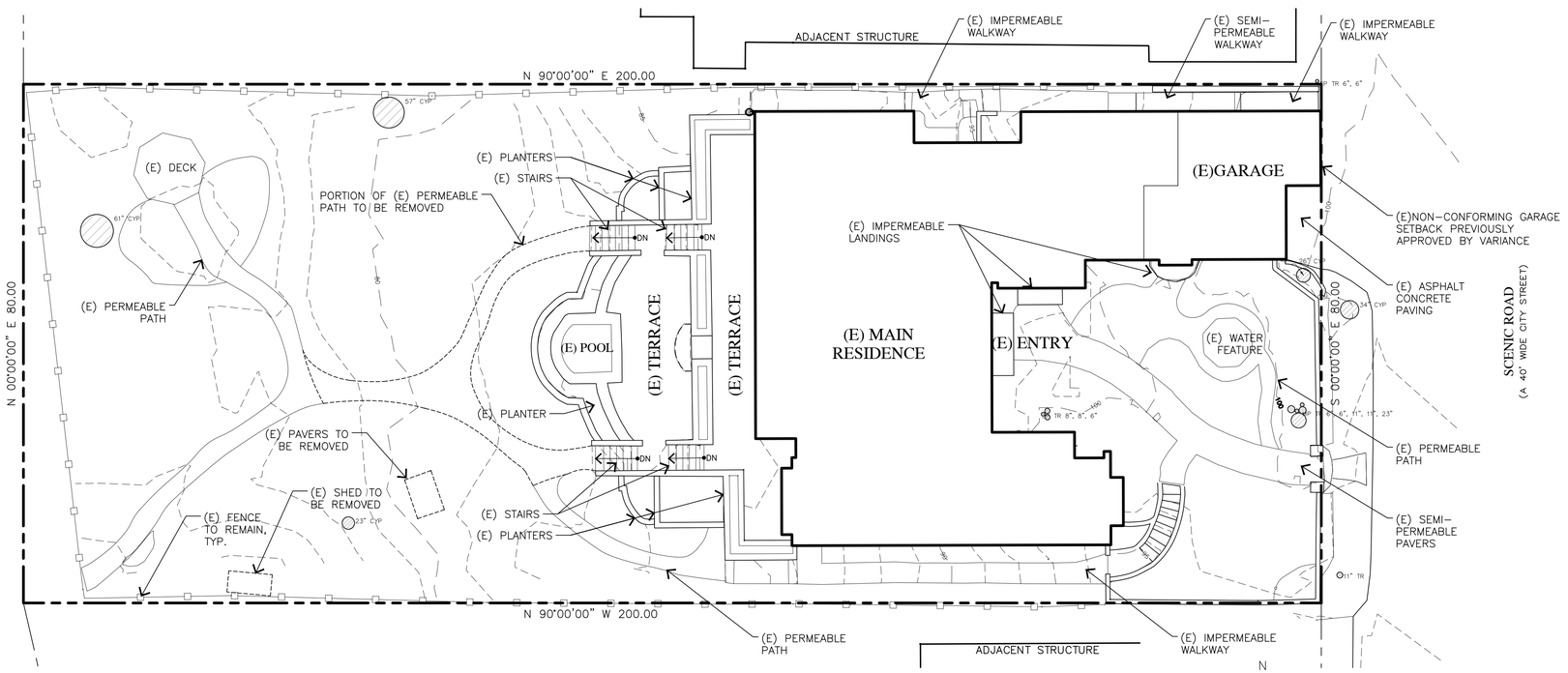
CLIENT ACKNOWLEDGES THAT THIS REPORT, AND ANY OPINIONS, ADVICE OR RECOMMENDATIONS EXPRESSED OR GIVEN, ARE BASED ON THE INFORMATION SUPPLIED BY CLIENT AND ON THE DATA, INSPECTIONS, MEASUREMENTS AND ANALYSIS CARRIED OUT AND OBTAINED BY TWM.

ALTHOUGH OPINIONS MAY BE OFFERED REGARDING THE RESULTS OF THE SUBJECT MATTER, TWM CANNOT GUARANTEE ANY PARTICULAR RESULT. CLIENT ACKNOWLEDGES THAT TWM HAS MADE NO PROMISE ABOUT THE OUTCOME AND THAT ANY OPINION OFFERED IN THE FUTURE WILL NOT CONSTITUTE A GUARANTEE.



SITE PLAN - PROPOSED

3/32" = 1'-0"



0 3' 5' 10'

SCALE: 3/32" = 1'-0"

SITE PLAN - EXISTING

3/32" = 1'-0"

PLANNING INFO.

- PROPERTY OWNER:
  STEPHEN P. DIAMOND, TRUST
  P.O. BOX 7120
  CARMEL-BY-THE-SEA, CA 93921
- PROJECT ADDRESS:
  SCENIC ROAD, 5 NW OF 8TH AVE
  CARMEL-BY-THE-SEA, CA. 93921
- PROJECT SCOPE:
  - CONSTRUCTION OF AN 800 SF ACCESSORY DWELLING UNIT ON AN EXISTING LOT WITH AN EXISTING TWO-STORY SINGLE FAMILY DWELLING AND 2-CAR GARAGE
- OCCUPANCY: R-3, U
- CONST. TYPE: V-B
- A.P.N. 010-312-012
- LEGAL DESC.: LOT: 8 BLOCK: C2
- ZONE: R-1
- STORIES: 1
- MAX BLDG. HT: 16 FT
- GRADING: 145 CY
- TREE REMOVAL: 0
- TOPOGRAPHY: SLOPING
- LOT AREA: 16,000 S.F. (0.367 AC)
- F.A.R. 800 SF (ADU)
- PROJECT CODE COMPLIANCE:
  2022 CRC, CBC, CMC, CPC, CFC, CEC, CALIFORNIA GREEN BUILDING CODE & CALIFORNIA ENERGY CODE
- SITE COVERAGE CALCULATIONS:

	EXISTING	PROPOSED REMOVAL	PROPOSED TOTAL
IMPERMEABLE *	1,735	55	1,680
SEMI-PERMEABLE	487	27	460
FULLY PERMEABLE	1,164	264	900
TOTAL	3,386	346	**3,040**

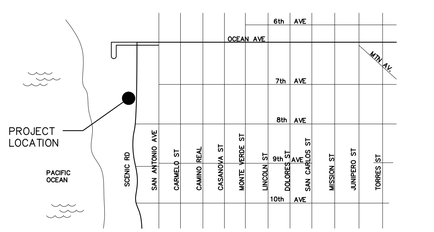
NOTE:
* ADU ALLOWED LANDING OF 12 SF IS NOT INCLUDED

- SITE COVERAGE EXISTING: 3,386 SF (21%)
- SITE COVERAGE PROPOSED: 3,040 SF (19%)
- FLOOR AREA SUMMARY

	EXISTING	PROPOSED ADDITION	PROPOSED TOTAL
EXISTING BUILDING			
MAIN FLOOR	2,950	0	2,950
LOWER FLOOR	1,633	0	1,633
GARAGE	457	0	457
ADU	0	800	800
TOTAL	5,040	800	**5,840**

- MIN. ADU PARKING REQUIRED: N/A WITHIN 0.5 MILES OF PUBLIC TRANSIT
- EXISTING PARKING: 2 SPACES

VICINITY MAP



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STAMPS:

PROJECT/CLIENT:

DIAMOND
ADU

PROJECT ADDRESS:

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5 NW OF 8TH AVE
CARMEL, CA 93923

APN: 010-312-012

DATE: JUNE 27, 2025
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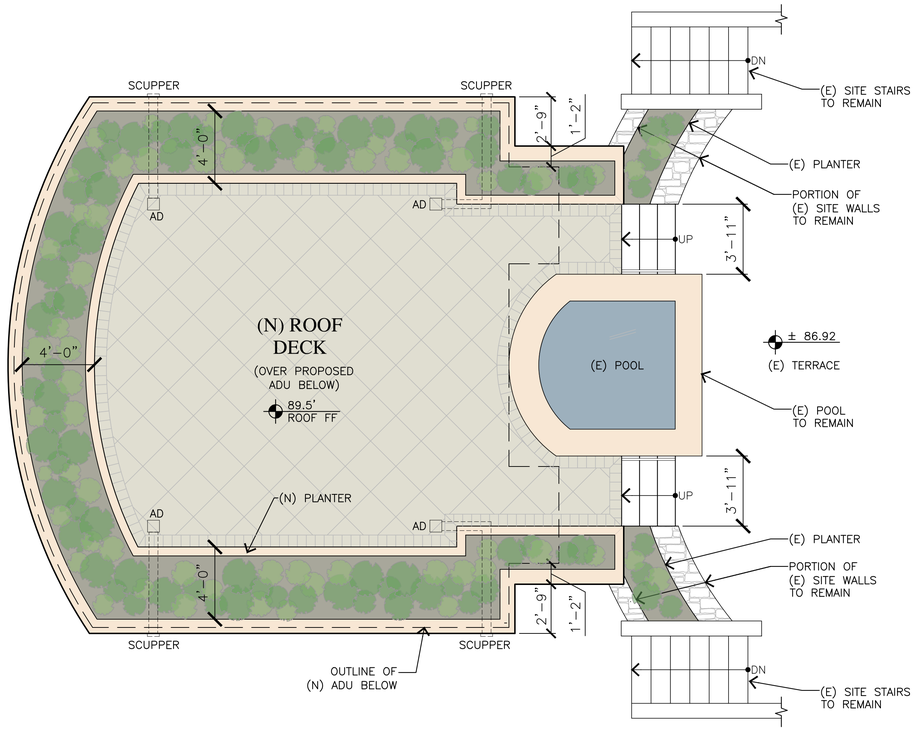
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SITE PLAN

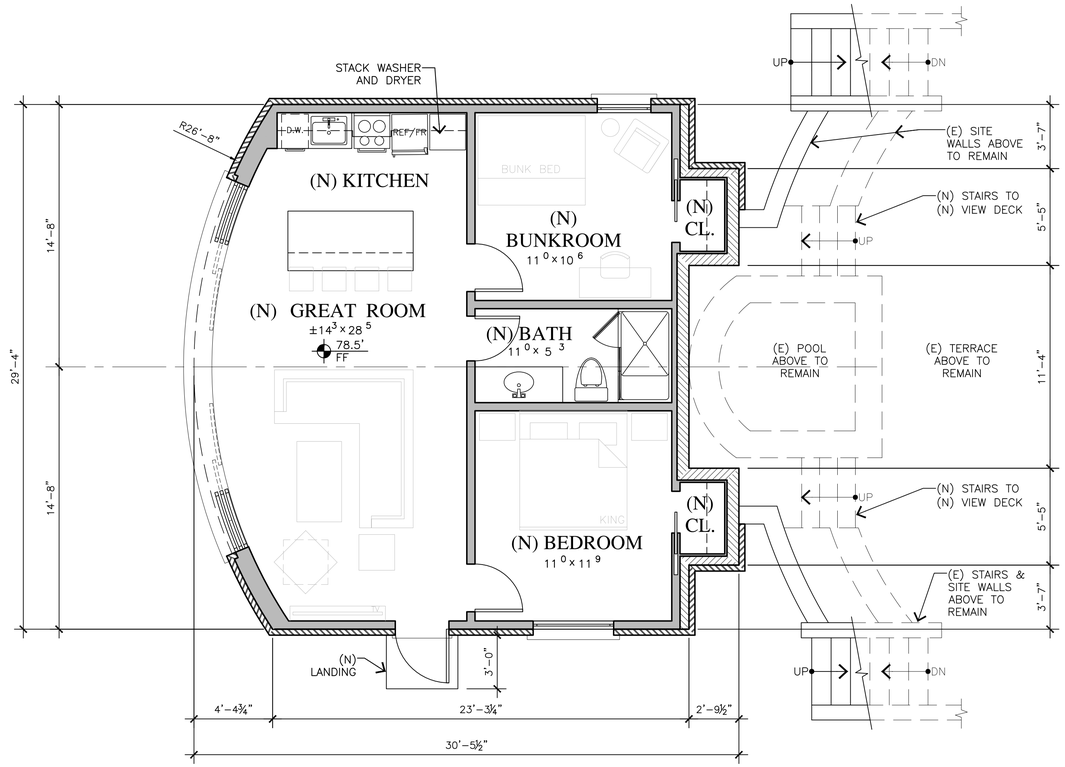
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A1.0



ROOF PLAN - ADU

1/4"=1'-0"



MAIN LEVEL PLAN - ADU

1/4"=1'-0"

0 2' 4' 8'

SCALE: 1/4" = 1'-0"

N

WALL LEGEND

- (N) 2X STUD FRAMED WALL
- (N) STONE VENEER
- (N) CONCRETE OR CMU WALL

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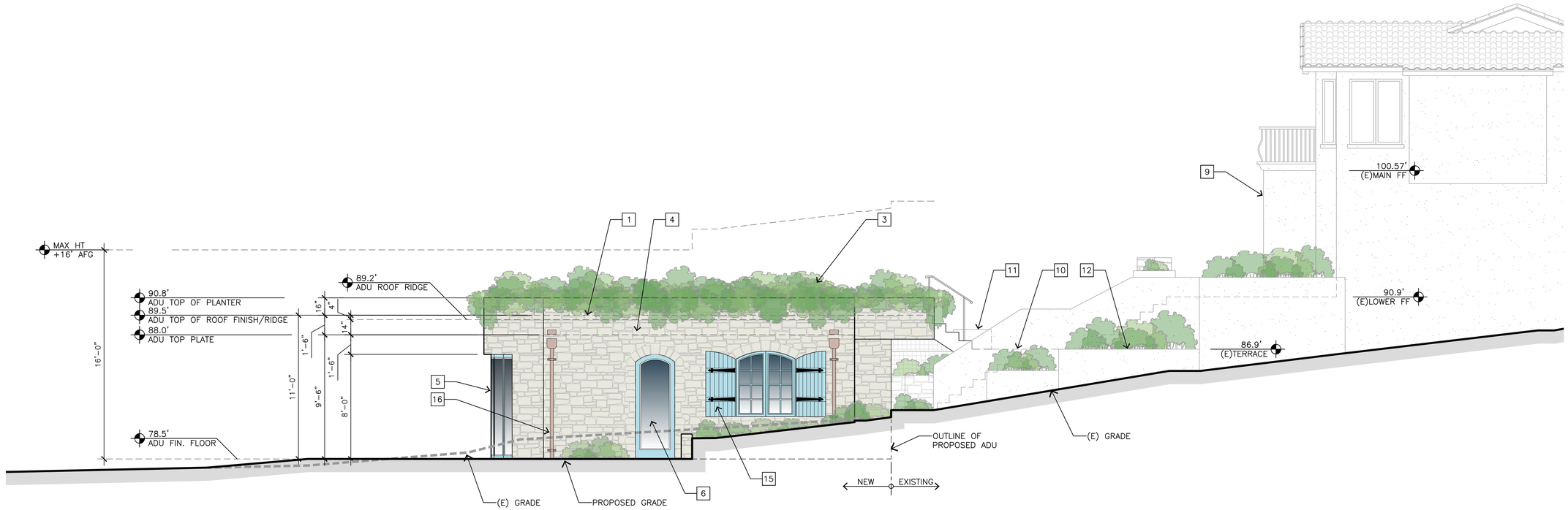
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MAIN LEVEL PLAN

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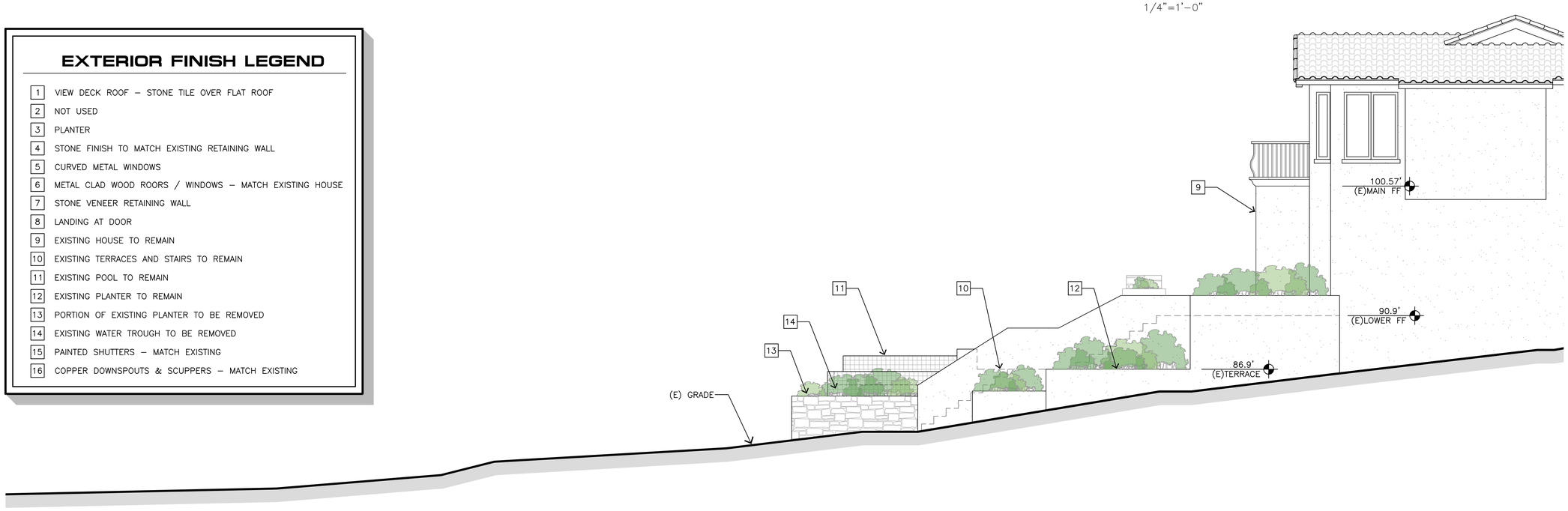


SOUTH ELEVATION - PROPOSED

1/4"=1'-0"

EXTERIOR FINISH LEGEND

1	VIEW DECK ROOF – STONE TILE OVER FLAT ROOF
2	NOT USED
3	PLANTER
4	STONE FINISH TO MATCH EXISTING RETAINING WALL
5	CURVED METAL WINDOWS
6	METAL CLAD WOOD ROORS / WINDOWS – MATCH EXISTING HOUSE
7	STONE VENEER RETAINING WALL
8	LANDING AT DOOR
9	EXISTING HOUSE TO REMAIN
10	EXISTING TERRACES AND STAIRS TO REMAIN
11	EXISTING POOL TO REMAIN
12	EXISTING PLANTER TO REMAIN
13	PORTION OF EXISTING PLANTER TO BE REMOVED
14	EXISTING WATER TROUGH TO BE REMOVED
15	PAINTED SHUTTERS – MATCH EXISTING
16	COPPER DOWNSPOUTS & SCUPPERS – MATCH EXISTING



SOUTH ELEVATION - EXISTING

1/4"=1'-0"

0 2' 4' 8'

SCALE: 1/4" = 1'-0"

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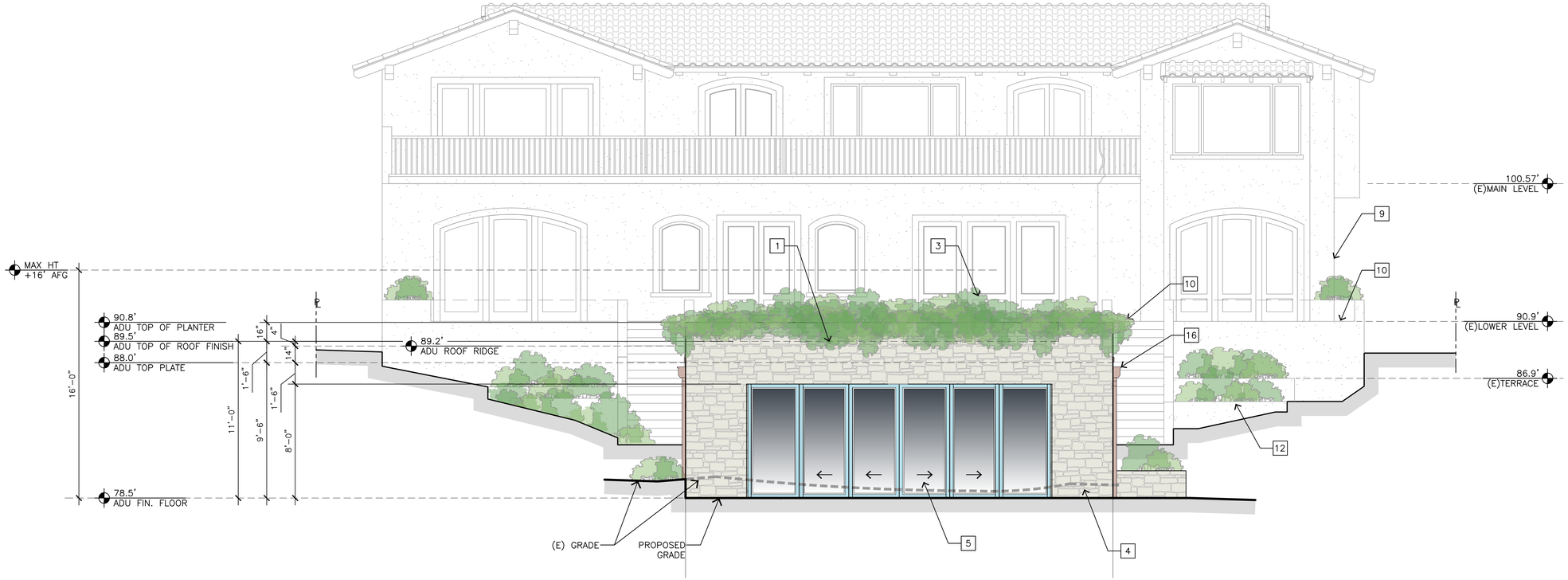
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ELEVATIONS
SOUTH

SHEET NO.

A6.0



WEST ELEVATION - PROPOSED

1/4"=1'-0"

EXTERIOR FINISH LEGEND

1	VIEW DECK ROOF – STONE TILE OVER FLAT ROOF
2	NOT USED
3	PLANTER
4	STONE FINISH TO MATCH EXISTING RETAINING WALL
5	CURVED METAL WINDOWS
6	METAL CLAD WOOD ROORS / WINDOWS – MATCH EXISTING HOUSE
7	STONE VENEER RETAINING WALL
8	LANDING AT DOOR
9	EXISTING HOUSE TO REMAIN
10	EXISTING TERRACES AND STAIRS TO REMAIN
11	EXISTING POOL TO REMAIN
12	EXISTING PLANTER TO REMAIN
13	PORTION OF EXISTING PLANTER TO BE REMOVED
14	EXISTING WATER TROUGH TO BE REMOVED
15	PAINTED SHUTTERS – MATCH EXISTING
16	COPPER DOWNSPOUTS & SCUPPERS – MATCH EXISTING



WEST ELEVATION - EXISTING

1/4"=1'-0"

0 2' 4' 8'

SCALE: 1/4" = 1'-0"

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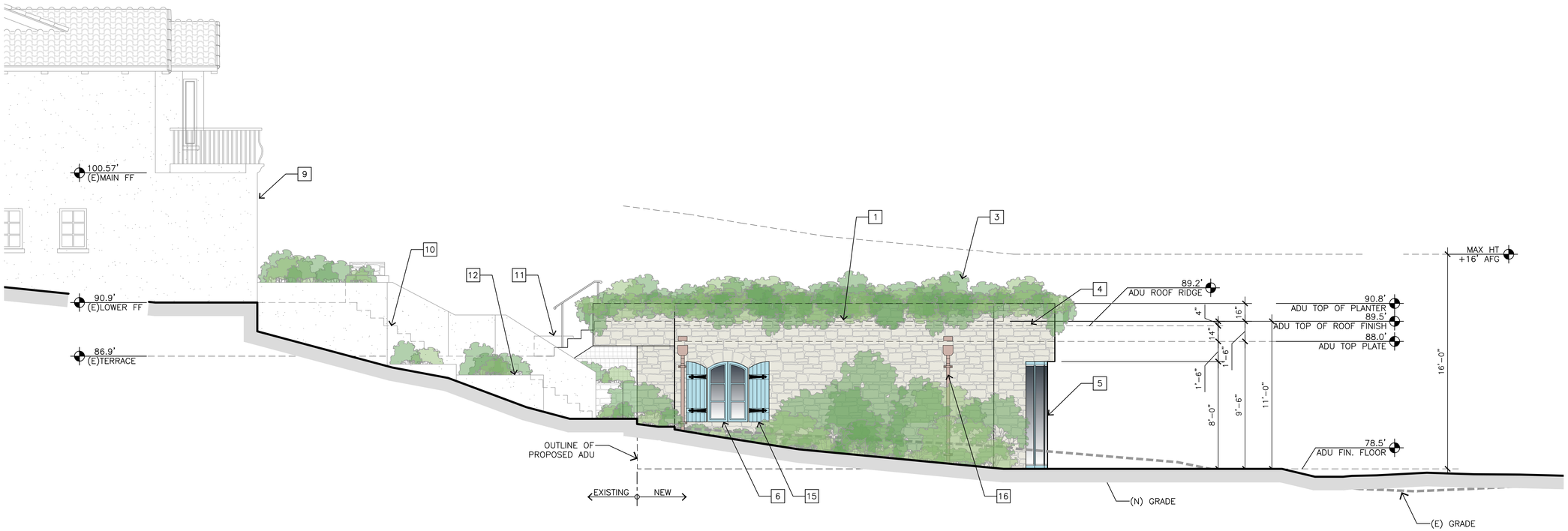
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ELEVATIONS
WEST

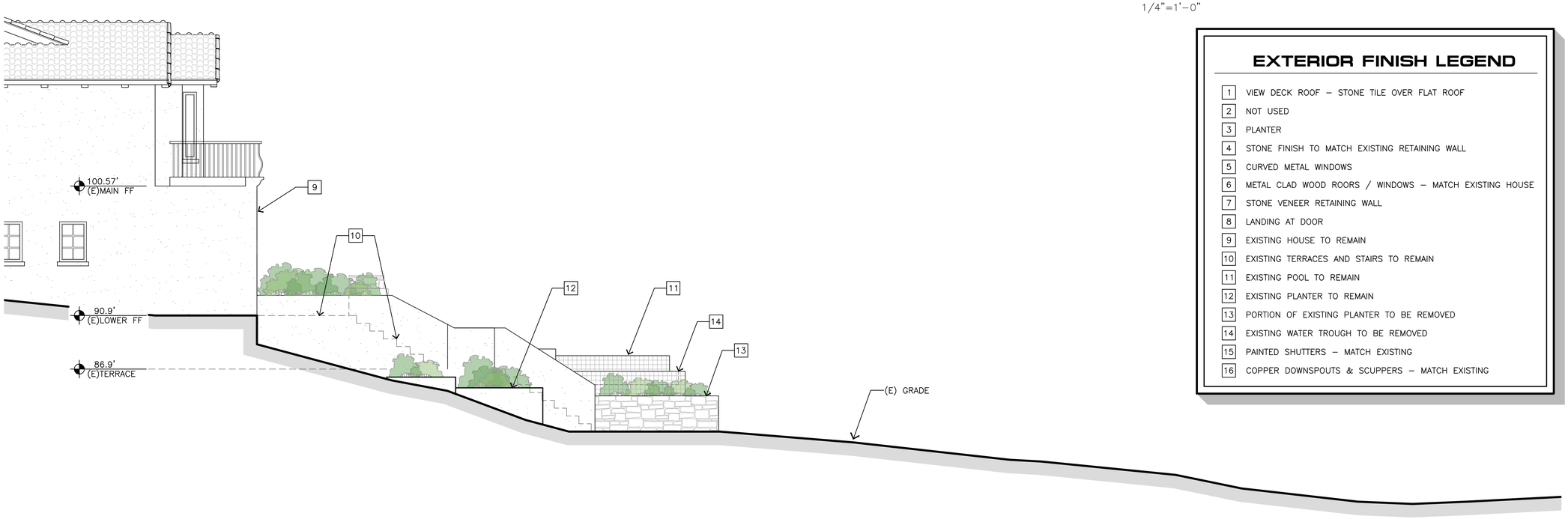
SHEET NO.

A6.1



NORTH ELEVATION - PROPOSED

1/4"=1'-0"



NORTH ELEVATION - EXISTING

1/4"=1'-0"

EXTERIOR FINISH LEGEND

1	VIEW DECK ROOF – STONE TILE OVER FLAT ROOF
2	NOT USED
3	PLANTER
4	STONE FINISH TO MATCH EXISTING RETAINING WALL
5	CURVED METAL WINDOWS
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16	COPPER DOWNSPOUTS & SCUPPERS – MATCH EXISTING

0 2' 4' 8'

SCALE: 1/4" = 1'-0"

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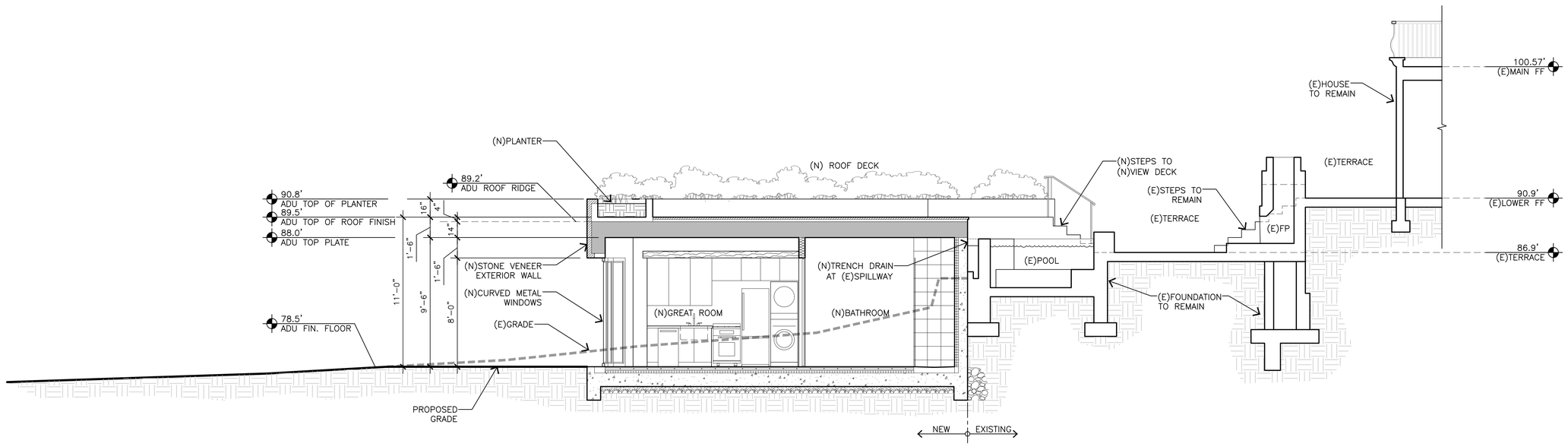
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ELEVATIONS
NORTH

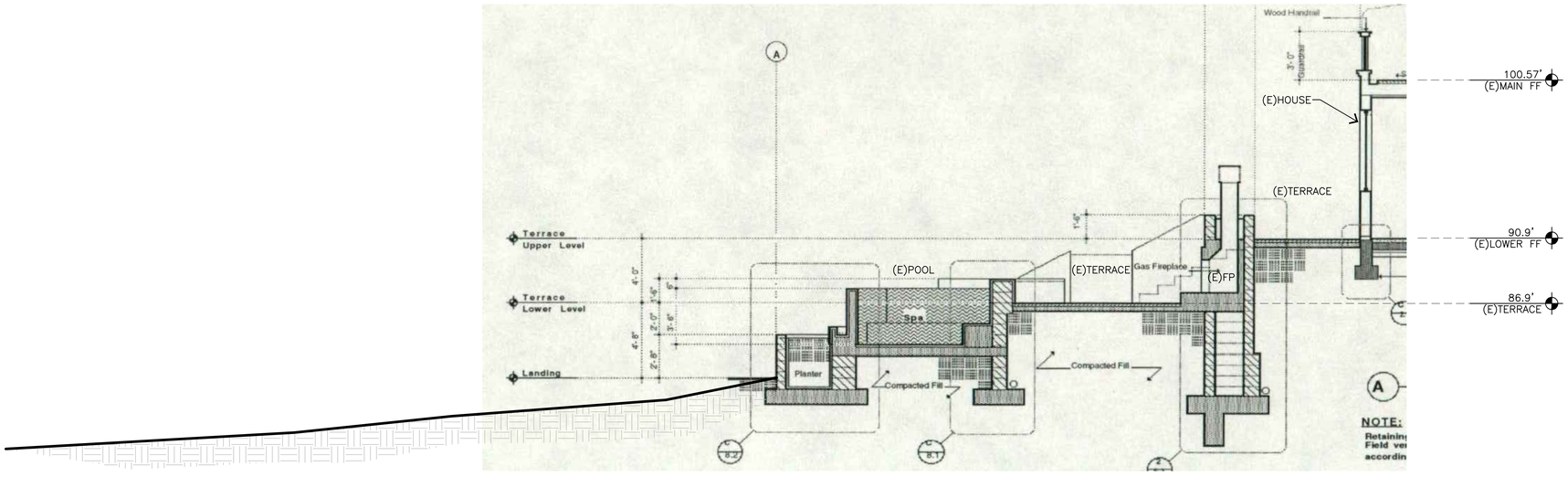
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A6.2



SECTION A-A - PROPOSED

1/4"=1'-0"



0 2' 4' 8'

SCALE: 1/4" = 1'-0"

SECTION A-A - EXISTING (PER CITY'S RECORDS)

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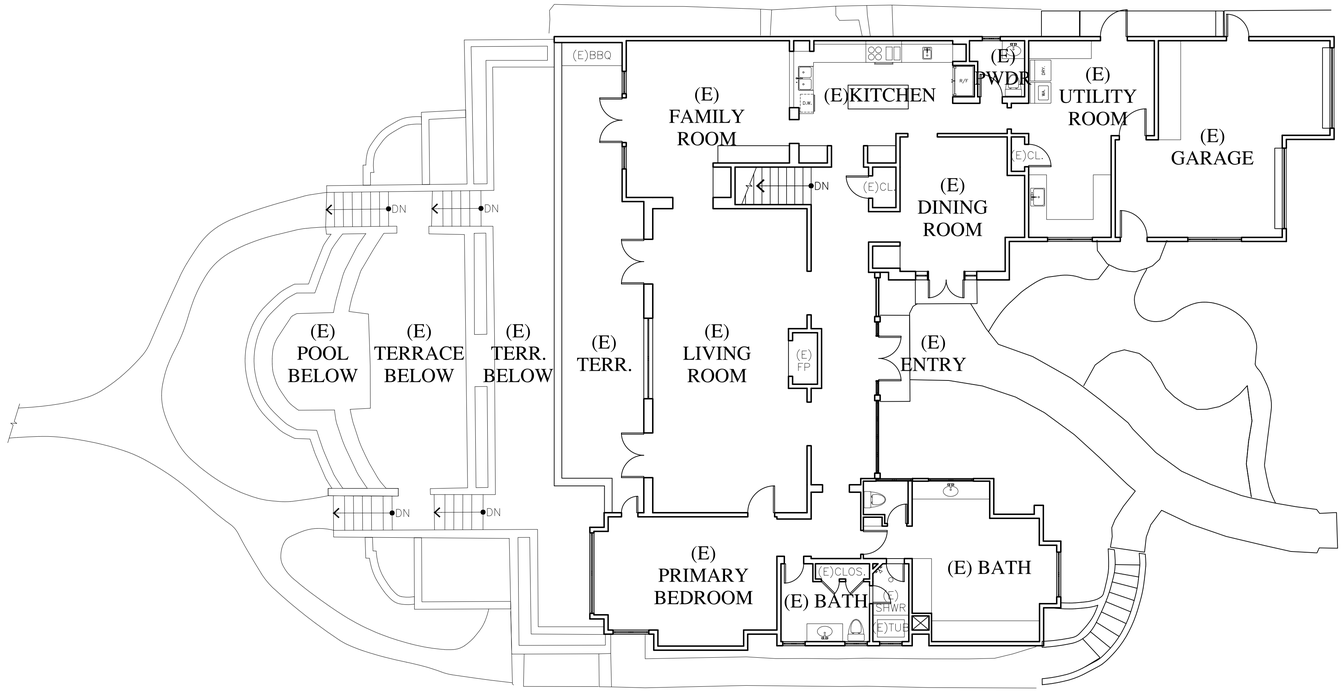
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SECTIONS

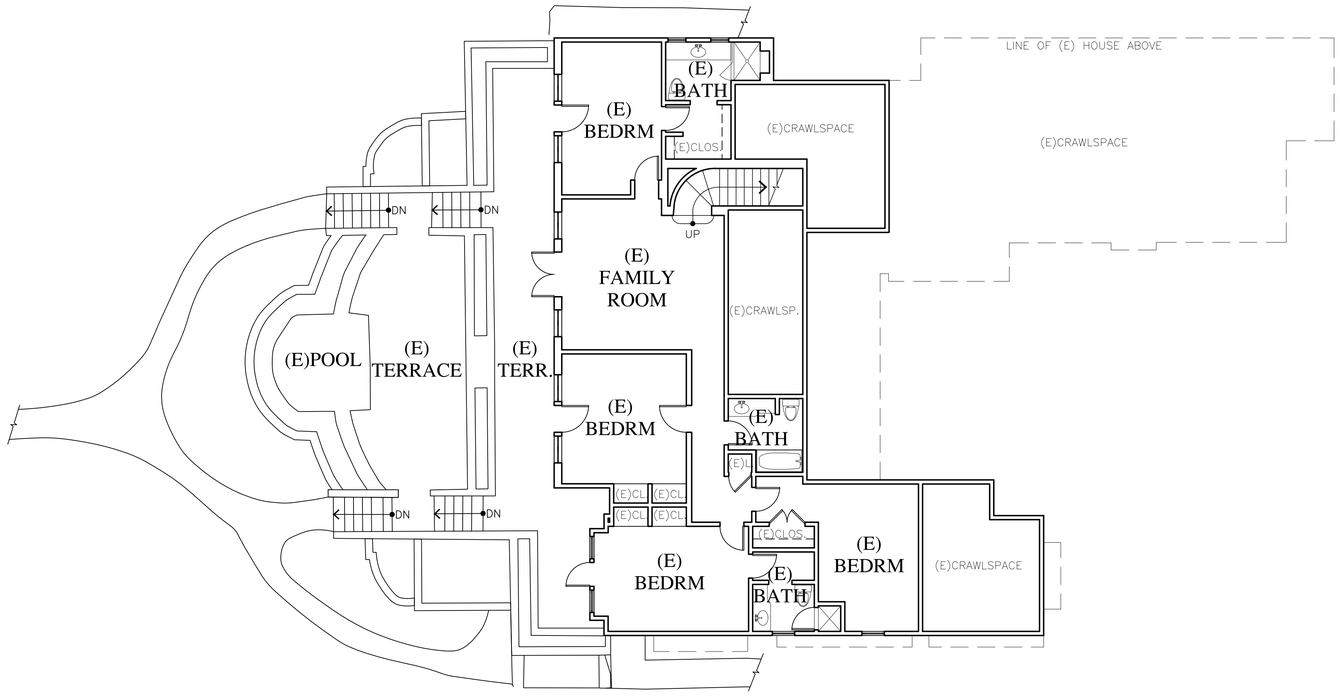
SHEET NO.

A7.0



EXISTING HOUSE - MAIN LEVEL FLOOR PLAN

1/8"=1'-0"



EXISTING HOUSE - LOWER LEVEL FLOOR PLAN

1/8"=1'-0"

N

WALL LEGEND

- 2X EXISTING WALL
- (E) WINDOW
- (E) DOOR

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ALL IDEAS, DESIGNS, ARRANGEMENTS AND PLANS INDICATED BY THIS DRAWING ARE OWNED BY, AND THE PROPERTY OF THIS OFFICE AND WERE CREATED, EVOLVED AND DEVELOPED FOR USE ON, AND IN CONNECTION WITH, THE SPECIFIED PROJECT. NONE OF SUCH IDEAS, DESIGNS, ARRANGEMENTS OR PLANS SHALL BE USED BY OR DISCLOSED TO ANY PERSON, FIRM OR CORPORATION FOR ANY PURPOSE WHATSOEVER WITHOUT THE WRITTEN PERMISSION OF INTERNATIONAL DESIGN GROUP. WRITTEN DIMENSIONS ON THESE DRAWINGS SHALL HAVE PRECEDENCE OVER SCALE DIMENSIONS. CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE MUST BE NOTIFIED OF ANY VARIATION FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS. SHOP DETAILS OF ADEQUATE SCALE MUST BE SUBMITTED TO THIS OFFICE FOR APPROVAL BEFORE PROCEEDING WITH FABRICATION ON ITEMS SO NOTED.

STAMPS:

PROJECT/CLIENT:

DIAMOND ADU

PROJECT ADDRESS:

SCENIC ROAD,
5 NW OF 8TH AVE
CARMEL, CA 93923

APN: 010-312-012

DATE: JUNE 27, 2025
PLANNING SUBMITTAL

REVISIONS:

1 _____
2 _____
3 _____
4 _____
5 _____
6 _____

EXISTING HOUSE FLOOR PLANS

SHEET NO.

D2.0

DIAMOND ADU
GRADING, DRAINAGE, AND EROSION CONTROL PLAN
APN: 010-312-012
CARMEL-BY-THE-SEA, MONTEREY COUNTY, CALIFORNIA

GENERAL NOTES:

1) PROJECT DESIGN IS BASED ON INFORMATION OBTAINED FROM THE ARCHITECTURAL PLANS FOR DIAMOND ADU PREPARED BY IDG, DATED 01/13/2026; AND THE TOPOGRAPHIC MAP FOR THE SITE PREPARED BY LANDSET ENGINEERS, DATED 09/16/2020.
2) NOT ALL UNDERGROUND UTILITIES WERE LOCATED. ONLY VISIBLE FACILITIES ABOVE AND FLUSH WITH THE SURFACE ARE SHOWN. SUBSURFACE UTILITY LINES DRAWN MAY NOT BE COMPLETE AND SHOULD BE VERIFIED BY FIELD RECONNAISSANCE. UNDERGROUND UTILITY LOCATIONS CAN BE OBTAINED FROM THE APPROPRIATE UTILITY COMPANIES, PUBLIC AGENCIES, OWNER'S AS-BUILT DRAWINGS, ETC., AND SHOULD BE THOROUGHLY COMPILED AND DEEMED COMPLETE WITH THE PROJECT AREA, PRIOR TO ANY SITE DEVELOPMENT DESIGN AND/OR CONSTRUCTION.
3) THIS MAP PORTRAYS THE SITE AT THE TIME OF THE SURVEY AND DOES NOT SHOW SOILS OR GEOLOGY INFORMATION, UNDERGROUND CONDITIONS, EASEMENTS, ZONING OR REGULATORY OR ANY OTHER ITEMS NOT SPECIFICALLY REQUESTED BY THE PROPERTY OWNER.
4) THIS MAP DOES NOT REPRESENT A BOUNDARY SURVEY.

GRADING & DRAINAGE NOTES:

1) ALL GRADING SHALL CONFORM TO THE LATEST AUTHORITY HAVING JURISDICTION GRADING ORDINANCE AND EROSION CONTROL ORDINANCE; THE RECOMMENDATIONS FOUND IN THE PROJECT'S GEOTECHNICAL REPORT PREPARED BY GRICE ENGINEERING, DATED 11/01/2025; THE LATEST VERSION OF THE CALTRANS SPECIFICATIONS; THE GOVERNING PUBLIC AGENCIES; THE LATEST REVISION OF THE CALIFORNIA BUILDING CODE (CBC); AND THESE PLANS.
2) SURFACE ORGANICS SHALL BE STRIPPED AND STOCKPILED FOR LATER USE AS TOPSOIL MATERIAL ACTUAL GRADING SHALL BEGIN WITHIN 30 DAYS OF VEGETATION REMOVAL OR THE AREA SHALL BE PLANTED TO CONTROL EROSION.
3) NO ORGANIC MATERIAL SHALL BE PERMITTED IN FILLS EXCEPT AS TOPSOIL USED FOR SURFACE PLANT GROWTH ONLY AND WHICH DOES NOT EXCEED 4" IN DEPTH.
4) THERE ARE APPROXIMATELY 175 CUBIC YARDS OF CUT AND 5 CUBIC YARDS OF FILL TOTAL WITH A NET EXCESS OF 170 CUBIC YARDS. EXCAVATION SHALL BE USED FOR EMBANKMENT CONSTRUCTION, LANDSCAPE PURPOSES AND/OR HAULED OFF-SITE. ADDITIONAL ON-SITE SPOILS GENERATED FROM FOUNDATIONS, UTILITY TRENCHES, SEPTIC CONSTRUCTION, ETC. ARE NOT INCLUDED IN THE ABOVE REFERENCED QUANTITIES. IMPORT MATERIAL SHALL MEET THE REQUIREMENTS OF SELECT STRUCTURAL FILL AS NOTED IN THE SOILS REPORT AND BE APPROVED BY THE SOIL ENGINEER PRIOR TO PLACEMENT.
5) EMBANKMENT MATERIAL SHALL BE PLACED IN 8" LOOSE LIFTS, MOISTURE CONDITIONED, AND COMPACTED TO 90% MINIMUM RELATIVE COMPACTION. ALL BASEROCK AND THE UPPER 12" OF SUBGRADE SHALL BE COMPACTED TO 95% MINIMUM RELATIVE COMPACTION.
6) ALL CUT AND FILL SLOPES SHALL BE 2:1 OR FLATTER. STEEPER SLOPES MAY BE ALLOWED ONLY WITH THE PERMISSION OF THE SOIL ENGINEER.
7) PAD ELEVATIONS SHALL BE CERTIFIED TO 0.10' PRIOR TO DIGGING ANY FOOTINGS OR SCHEDULING ANY INSPECTIONS.
8) DUST FROM GRADING OPERATIONS MUST BE CONTROLLED. CONTRACTOR SHALL PROVIDE ADEQUATE WATER TO DO SO AND FOR USE IN GRADING OPERATIONS.
9) A COPY OF ALL COMPACTION TESTS AND THE FINAL GRADING REPORT SHALL BE SUBMITTED TO THE AUTHORITY HAVING JURISDICTION PLANNING AND BUILDING INSPECTION DEPARTMENT AT SCHEDULED INSPECTIONS.
10) THE GROUND IMMEDIATELY ADJACENT TO FOUNDATIONS SHALL BE SLOPED AWAY FROM THE BUILDING AT 5% FOR A MINIMUM DISTANCE OF 10'. IF PHYSICAL OBSTRUCTIONS OR LOT LINES PROHIBIT 10' OF HORIZONTAL DISTANCE, A 5% SLOPE SHALL BE PROVIDED TO AN APPROVED ALTERNATIVE METHOD OF DIVERTING WATER AWAY FROM THE FOUNDATION. SWALES USED FOR THIS PURPOSE SHALL BE SLOPED AT A MINIMUM OF 2% WHERE LOCATED WITHIN 5' OF THE BUILDING FOUNDATION. IMPERVIOUS SURFACES WITHIN 10' OF THE BUILDING FOUNDATION SHALL BE SLOPED AT A MINIMUM OF 2% AWAY FROM THE BUILDING.
11) REFER TO ARCHITECTURAL PLANS FOR ROOF TERRACE/PLANTER DRAINAGE. SCUPPERS SHALL BE CONNECTED TO DOWNSPOUTS, AND THE DOWNSPOUTS IN TURN SHALL BE CONNECTED TO RAINWATER LEADERS AND TIED INTO THE STORM DRAIN SYSTEM AS SHOWN ON THE SITE UTILITY PLAN. RAINWATER LEADERS SHALL BE CONSTRUCTED WITH 4" SDR35 PVC PIPE. UNDER NO CIRCUMSTANCES SHALL A RAINWATER LEADER BE CONNECTED TO A SUBDRAIN LINE.
12) SURFACE RUNOFF SHALL SHEET FLOW AWAY FROM THE PROPOSED FOUNDATIONS AND INFILTRATE INTO THE SANDY SOIL AS IT MOVES DOWNHILL. THE STORMWATER COLLECTED BY THE ADU ROOF DRAINS SHALL BE PIPED TO A DRY WELL AS SHOWN ON THE SITE UTILITY PLAN. STORM DRAIN LINES SHALL DRAIN BY GRAVITY AND BE SLOPED AT A MINIMUM OF 2% TO AN OUTLET. WHERE A 2% SLOPE IS IMPRACTICAL, PIPES SHALL BE SLOPED AT NO LESS THAN 1%. STORM DRAIN LINES SHALL HAVE A MINIMUM COVER OF 12" AND SHALL BE CONSTRUCTED WITH SDR35 PVC PIPE, SIZED AS INDICATED.
13) SUBSURFACE WATER BEHIND ANY RETAINING WALLS SHALL BE CONTROLLED BY THE INSTALLATION OF SUBDRAINS. SUBDRAIN LINES SHALL BE CONSTRUCTED WITH PERFORATED 4" SDR35 PVC PIPE PLACED WITH THE HOLES FACING DOWNWARD. COLLECTED WATER SHALL DRAIN TO DAYLIGHT AT A MINIMUM SLOPE OF 1% AS SHOWN ON THE SITE UTILITY PLAN. PIPES CARRYING SURFACE WATER OR ROOF WATER SHALL NOT UNDER ANY CIRCUMSTANCES OUTLET INTO A SUBDRAIN LINE. THE SYSTEM OF SUBDRAINS SHALL REMAIN INDEPENDENT OF THE SURFACE STORM DRAIN SYSTEM.
14) UTILITY TRENCHES WITHIN THE BUILDING PAD OR ANY NEW PAVED AREAS SHALL BE BACKFILLED WITH CLEAN IMPORTED SAND AND THE TRENCH BACKFILL SHALL BE COMPACTED TO 95% MINIMUM RELATIVE COMPACTION. THE TOP 8" OF TRENCH SHALL BE CAPPED WITH NATIVE SOIL. IN NON-PAVED AREAS NATIVE BACKFILL SHALL BE USED AND COMPACTED TO 90% MINIMUM RELATIVE COMPACTION.
15) ALL WORK IS SUBJECT TO APPROVAL BY THE AUTHORITY HAVING JURISDICTION PUBLIC WORKS SUPERINTENDENT INSPECTION AND ACCEPTANCE.
16) SPECIAL INSPECTIONS BY A SPECIAL INSPECTOR ARE REQUIRED DURING FILL PLACEMENT TO ENSURE PROPER MATERIALS AND PROCEDURES ARE USED IN ACCORDANCE WITH THE PROVISIONS OF THE APPROVED GEOTECHNICAL REPORT.
17) THE LOCATION, HEIGHT, AND PLATE HEIGHTS OF THE NEW STRUCTURE MUST BE CERTIFIED BY A SURVEYOR TO BE IN CONFORMANCE WITH THE APPROVED PLANS.
18) STOP WORK WITHIN 50 METERS (165') OF UNCOVERED RESOURCE AND CONTACT THE AUTHORITY HAVING JURISDICTION RMA – PLANNING DEPARTMENT AND A QUALIFIED ARCHAEOLOGIST IMMEDIATELY IF CULTURAL, ARCHAEOLOGICAL, HISTORICAL, OR PALEONTOLOGICAL RESOURCES ARE UNCOVERED.

ABBREVIATIONS:

±	=	PLUS OR MINUS; APPROXIMATE	INV	=	PIPE INVERT
ø	=	DIAMETER	JB	=	JUNCTION BOX
AB	=	AGGREGATE BASE	JT	=	JOINT TRENCH
ABAN	=	ABANDON	LF	=	LINEAR FEET
AC	=	ASPHALT CONCRETE	LP	=	LOW POINT
AD	=	AREA DRAIN	MAX	=	MAXIMUM
ADD	=	ADDITION	MIN	=	MINIMUM
ADU	=	ACCESSORY DWELLING UNIT	OC	=	ON-CENTER
BC	=	BEGINNING OF CURVE	OUT	=	OUTLET
A.E.	=	BUILDING ENVELOPE	PCC	=	PORTLAND CEMENT CONCRETE
BLDG	=	BUILDING	PERF	=	PERFORATED
BOT	=	BOTTOM	PERM	=	PERMEABLE
BSMT	=	BASEMENT	PL	=	PROPERTY LINE
BVC	=	BEGINNING OF VERTICAL CURVE	POC	=	POINT OF CONNECTION
CB	=	CATCH BASIN	PVC	=	POLYVINYL CHLORIDE
CF	=	CUBIC FEET	RC	=	RELATIVE COMPACTION
CL	=	CENTERLINE	RES	=	RESIDENCE
CO	=	CLEANOUT	RM	=	ROOM
CONC	=	CONCRETE	RND	=	ROUND
CY	=	CUBIC YARDS	RW	=	RETAINING WALL
DG	=	DECOMPOSED GRANITE	RWL	=	RAINWATER LEADER
DK	=	DECK	SD	=	STORM DRAIN
DS	=	DOWNSPOUT	SF	=	SQUARE FEET
DWY	=	DRIVEWAY	SG	=	SUBGRADE
EC	=	END OF CURVE	SQ	=	SQUARE
EG	=	EXISTING GROUND	SS	=	SANITARY SEWER
ELEV	=	ELEVATION	STA	=	STATION
ESMT	=	EASEMENT	STN	=	STONE
EVC	=	END OF VERTICAL CURVE	STP	=	STEP
EW	=	EACH WAY	SUBD	=	SUBDRAIN
EX	=	EXISTING	TBR	=	TO BE REMOVED
FC	=	FLUSH CURB	TD	=	TRENCH DRAIN
FD	=	FIRE DEPARTMENT	TW	=	TOP OF WALL
FF	=	FINISHED FLOOR	TYP	=	TYPICAL
FG	=	FINISHED GRADE	U.N.O.	=	UNLESS NOTED OTHERWISE
FL	=	FLOWLINE	VC	=	VERTICAL CURB
FM	=	FORCE MAIN	VIF	=	VERIFY IN FIELD
FP	=	FINISHED PAD	W/	=	WITH
GAR	=	GARAGE	W/O	=	WITHOUT
GB	=	GRADE BREAK	WD	=	WOOD
GR	=	GRATE			
HDPE	=	HIGH-DENSITY POLYETHYLENE			
HP	=	HIGH POINT			
HT	=	HEIGHT			

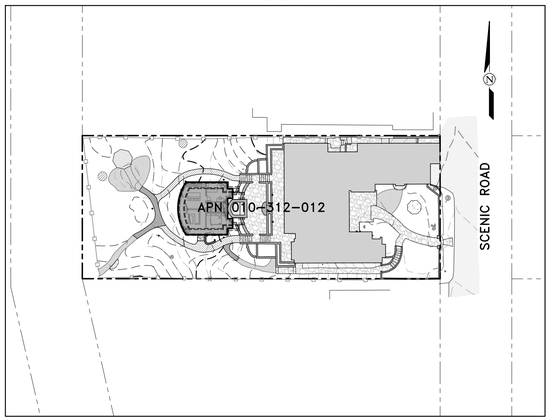
VICINITY MAP

NOT TO SCALE



LOT OVERVIEW

SCALE:1" = 40'



GEOTECHNICAL INSPECTION SCHEDULE:

NOTE: PRIOR TO FINAL INSPECTION, THE OWNER/APPLICANT SHALL PROVIDE CERTIFICATION FROM THE PROJECT GEOTECHNICAL ENGINEER THAT ALL DEVELOPMENT HAS BEEN CONSTRUCTED IN ACCORDANCE WITH THE RECOMMENDATIONS IN THE PROJECT SOIL ENGINEERING INVESTIGATION.

Inspection item:	Who will conduct the inspection:	When the Inspection is to be completed:	Inspection completed by:	Date completed:
Site stripping and clearing	GRICE ENGINEERING	Beginning of Project		
Subexcavation, fill placement, and compaction	GRICE ENGINEERING	Throughout grading operations		
Foundation Excavations	GRICE ENGINEERING	Prior to placement of forms and reinforcing steel		
Surface and subsurface drainage improvements	GRICE ENGINEERING	Prior to trench backfill		
Utility trench compaction	GRICE ENGINEERING	During backfill operations		
Retaining wall backfill compaction	GRICE ENGINEERING	During backfill operations		
Baserock subgrade compaction	GRICE ENGINEERING	Prior to pavement installation		

STORMWATER CONTROL NOTES:

1) THE PROJECT IS NOT LOCATED WITHIN THE MUNICIPAL GENERAL PERMIT BOUNDARY AS DEFINED BY THE CALIFORNIA STATE WATER QUALITY CONTROL BOARD ORDER NO. 2013-0001-DWQ; THEREFORE, THE POST-CONSTRUCTION STORM WATER MANAGEMENT REQUIREMENTS (PCRs) FOR DEVELOPMENT PROJECTS IN THE CENTRAL COAST REGION DO NOT APPLY.
2) THIS PROJECT SHALL IMPLEMENT THE FOLLOWING STRATEGIES: MINIMIZE COMPACTION OF HIGHLY PERMEABLE SOILS; LIMIT CLEARING AND GRADING OF NATIVE VEGETATION; MINIMIZE IMPERVIOUS SURFACES AND LEAVE THE REMAINING LAND IN A NATURAL UNDISTURBED STATE; MINIMIZE STORMWATER RUNOFF BY DIRECTING RUNOFF FROM PATIOS, PORCHES, AND DRIVEWAYS ONTO VEGETATED AREAS AND DIRECTING ROOF RUNOFF INTO AN INFILTRATION SYSTEM SAFELY AWAY FROM BUILDING FOUNDATIONS AND FOOTINGS, CONSISTENT WITH THE CALIFORNIA BUILDING CODE.

LEGEND:

- PROPERTY BOUNDARY
- MAJOR CONTOUR (5' INTERVAL)
- MINOR CONTOUR (1' INTERVAL)
- RETAINING WALL
- SD — SD — STORM DRAIN
- RWL — RWL — RAINWATER LEADER
- SUBDRAIN (PERFORATED)
- SUBD — SUBDRAIN (SOLID)
- CATCH BASIN
- AREA DRAIN
- DRY WELL
- TREE
- TREE TO BE REMOVED
- EXISTING RESIDENCE FOOTPRINT
- PROPOSED BUILDING FOOTPRINT
- ASPHALT CONCRETE
- CONCRETE
- GRAVEL
- STONE
- WATER
- WOOD

PROJECT DATA:

SITE LOCATION:
SCENIC RD, 5 NW OF 8TH AVE
CARMEL-BY-THE-SEA, CA 93921

GRADING VOLUMES:

CUT	175 CY
FILL	5 CY
NET	170 CY CUT

SITE AREA:	16,000 SF (0.367 AC)
DISTURBED AREA:	±6,961 SF
IMPERVIOUS LOT COVERAGE:	
EXISTING	6,581 SF
REMOVED	– 70 SF
NEW/REPLACED	+ 914 SF
TOTAL	7,425 SF

INDEX TO SHEETS:

SHEET C1	COVER SHEET
SHEET C2	GRADING & DRAINAGE PLAN
SHEET C3	GRADING SECTIONS & DETAILS
SHEET C4	UTILITY PLAN
SHEET C5	CONSTRUCTION DETAILS
SHEET C6	EROSION & SEDIMENT CONTROL PLAN
SHEET C7	CONSTRUCTION MANAGEMENT PLAN

CONTACT INFORMATION:

PROPERTY OWNER:
STEPHEN P. DIAMOND, TRUST
P.O. BOX 7120
CARMEL-BY-THE-SEA, CA 93921

ARCHITECT:
IDG
721 LIGHTHOUSE AVE
PACIFIC GROVE, CA 93950
CONTACT: JUN SILLANO

CIVIL:
LANDSET ENGINEERS
520-B CRAZY HORSE CANYON RD
SALINAS, CA 93907
CONTACT: GUY GIRAUDO

REGISTERED PROFESSIONAL ENGINEER – GUY R. GIRAUDO – No. 56569 – Exp. 06-30-27 – CIVIL – STATE OF CALIFORNIA

APPROVED BY: GUY R. GIRAUDO 1/19/26

LANDSET ENGINEERS, INC.
520-B Crazy Horse Canyon Road
Salinas, California 93907
Office (831) 443-9700 Fax (831) 443-3801
www.landseteng.com

COVER SHEET

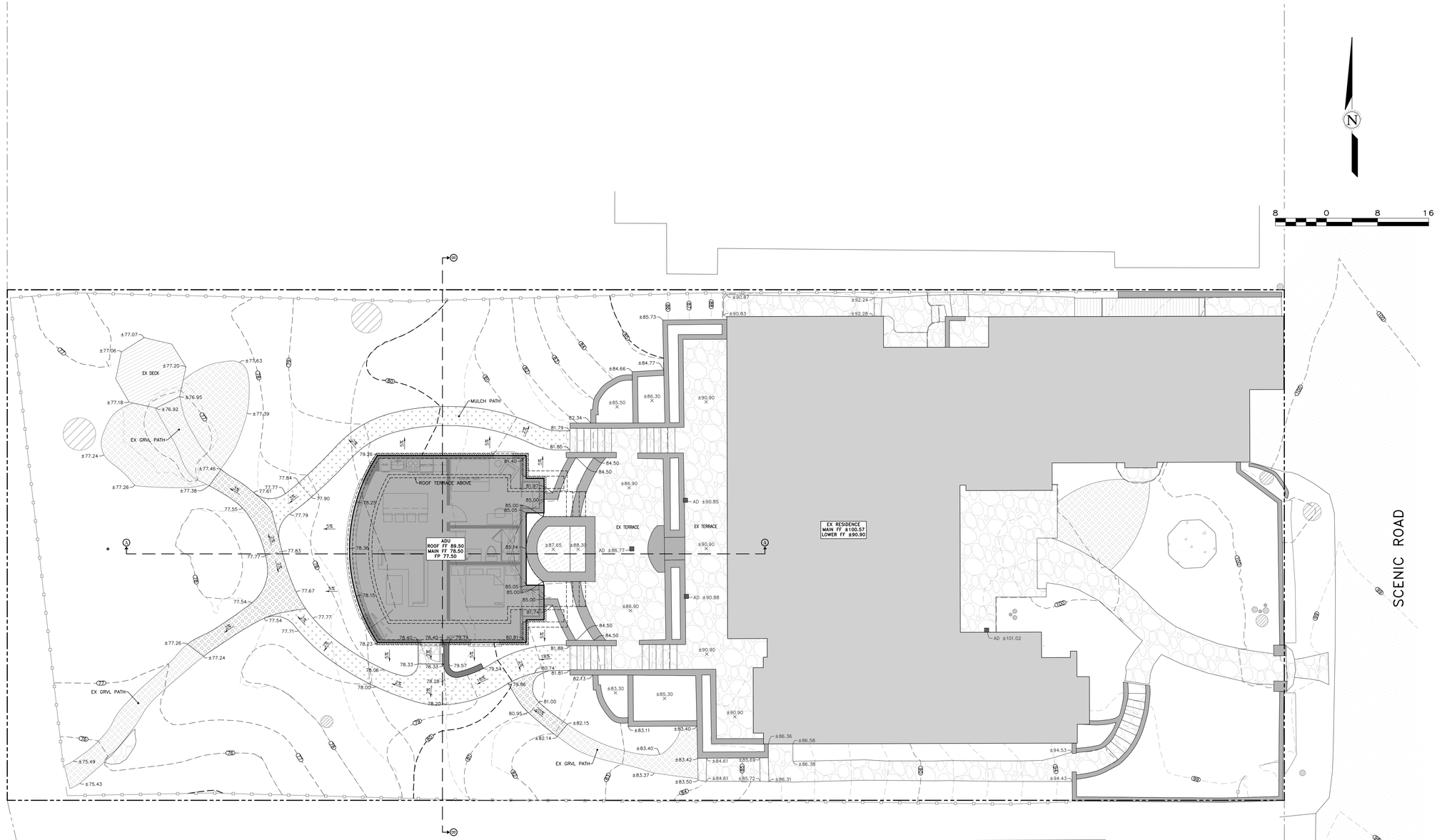
DIAMOND ADU
GRADING, DRAINAGE, AND EROSION CONTROL PLAN
A.P.N.: 010-312-012
CARMEL-BY-THE-SEA, CALIFORNIA
FOR
STEPHEN P. DIAMOND, TRUST

SCALE: AS SHOWN
DATE: JAN 2026
JOB No. 2092-02

No.	DATE	BY	REVISION
	01/19/26	JAN	SITE PLAN REVISIONS
	11/13/25	JAN	RELEASED TO CLIENT

SHEET C1
OF 7 SHEETS

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APPROVED BY:

GUY R. GIRARDO

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GRADING & DRAINAGE PLAN

DIAMOND ADU

GRADING, DRAINAGE, AND EROSION CONTROL PLAN

A.P.N.: 010-312-012

CARMEL-BY-THE-SEA, CALIFORNIA

FOR
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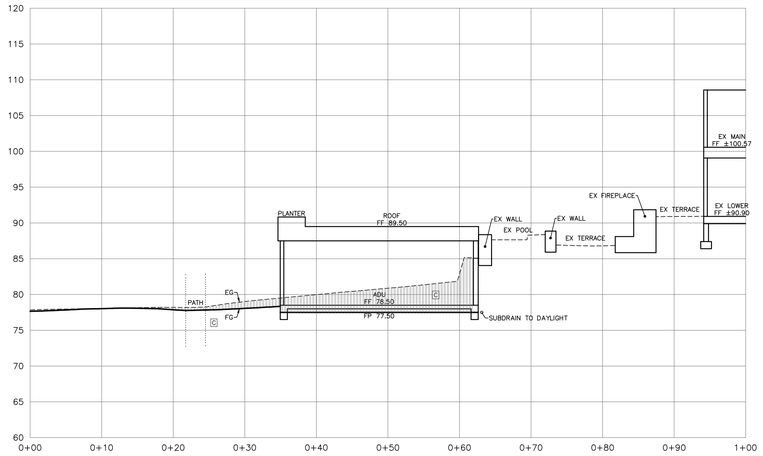
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JOB No. 2092-02

SHEET C2

OF 7 SHEETS

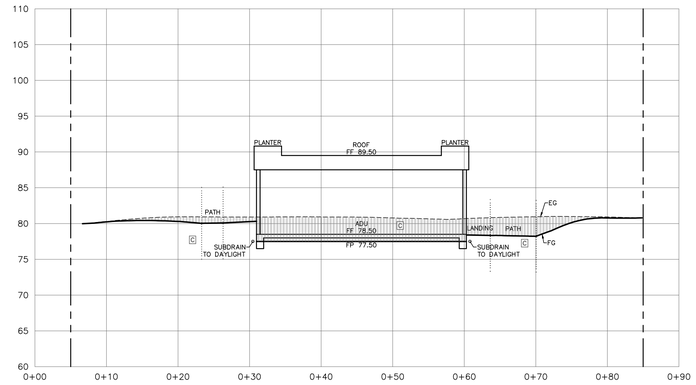
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SECTION A-A

SCALE: 1"=10' H&V



SECTION B-B

SCALE: 1"=10' H&V

APPROVED BY:

GUY R. GIRARDO

1/19/26

GRADING SECTIONS & DETAILS

DIAMOND ADU

GRADING, DRAINAGE, AND EROSION CONTROL PLAN

A.P.N.: 010-312-012

CARMEL-BY-THE-SEA, CALIFORNIA

FOR

STEPHEN P. DIAMOND, TRUST

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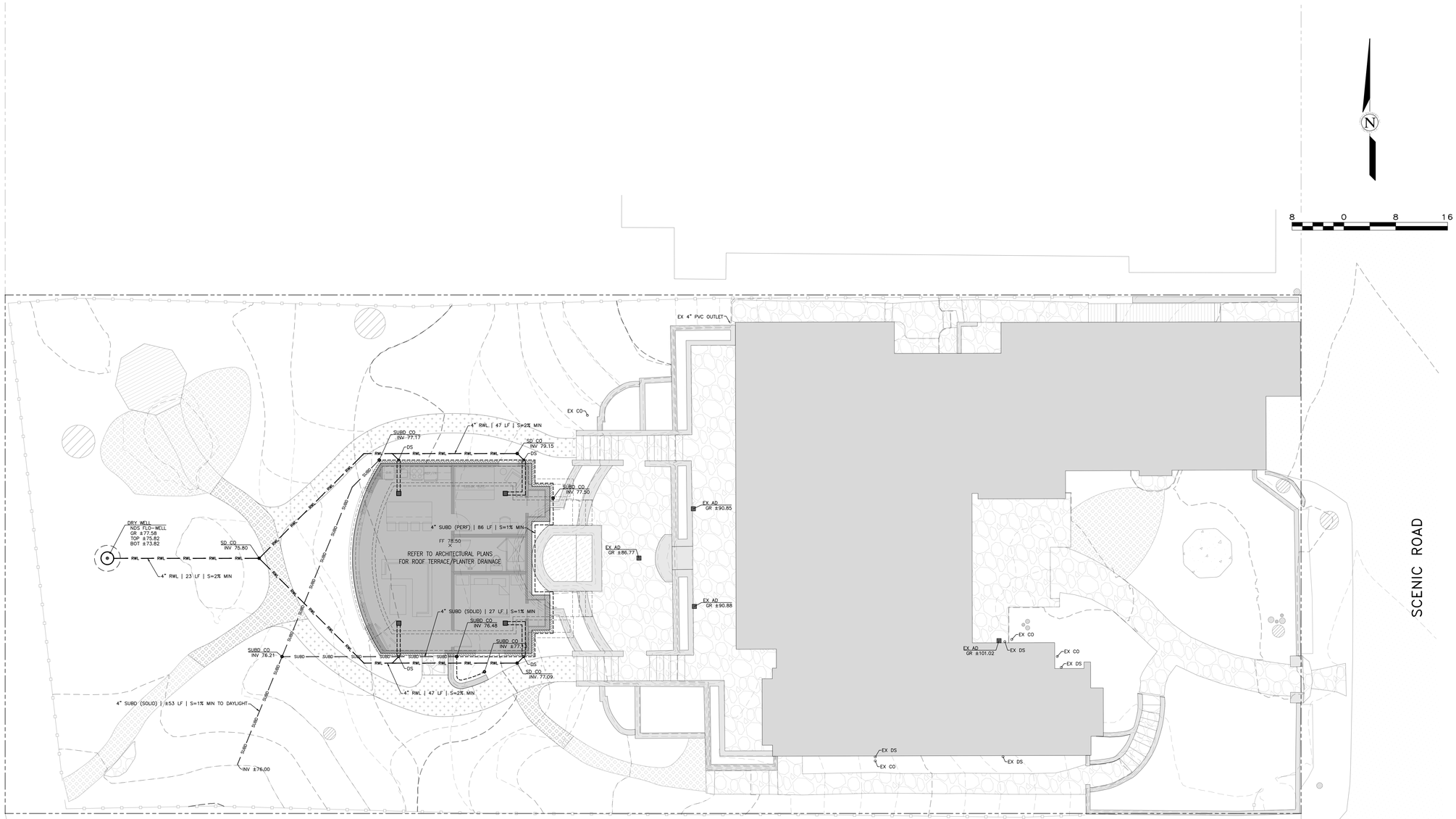
SCALE: AS SHOWN
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JOB No. 2092-02

SHEET C3

OF 7 SHEETS

No.	DATE	BY	REVISION
	01/19/26	JAN	SITE PLAN REVISIONS
	11/13/25	JAN	RELEASED TO CLIENT

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NOTES:

1) INFORMATION ABOUT EXISTING UTILITIES WAS COMPILED FROM THE SITE TOPOGRAPHIC MAP PREPARED BY LANDSET ENGINEERS, DATED 09/16/2020. THE LOCATIONS, DIMENSIONS, AND ELEVATIONS OF THE EXISTING UTILITIES SHOWN ON THIS PLAN ARE APPROXIMATE ONLY AND SHALL BE VERIFIED BY THE CONTRACTOR IN THE FIELD.
2) THE STORM DRAIN SYSTEM FOR THE EXISTING RESIDENCE SHALL REMAIN IN PLACE. THE CONTRACTOR SHALL TAKE STEPS TO CONFIRM THAT THE EXISTING SYSTEM IS IN GOOD WORKING ORDER, INCLUDING, BUT NOT LIMITED TO, REMOVING SILT/DEBRIS FROM ALL EXISTING INLETS, FLUSHING OUT EXISTING STORM DRAIN LINES, AND VERIFYING THE LOCATION OF THE OUTLET FOR THE SYSTEM. ANY ISSUES WITH THE EXISTING SYSTEM ENCOUNTERED IN THE FIELD SHALL BE BROUGHT TO THE ATTENTION OF LANDSET ENGINEERS.
3) THE SUBDRAIN SYSTEM SHALL REMAIN INDEPENDENT OF THE SURFACE STORM DRAIN SYSTEM. UNDER NO CIRCUMSTANCES SHALL A DOWNSPOUT OR RAINWATER LEADER BE CONNECTED TO A SUBDRAIN LINE.

CIVIL PROFESSIONAL ENGINEER * VIRGINIA * REGISTERED TO PRACTICE * GUY R. GIRARDO No. 56569 Exp. 06-30-27 CIVIL
APPROVED BY: GUY R. GIRARDO 1/19/26
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UTILITY PLAN

DIAMOND ADU

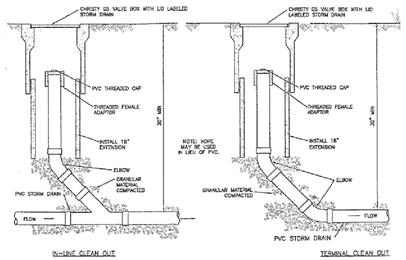
GRADING, DRAINAGE, AND EROSION CONTROL PLAN
A.P.N.: 010-312-012
CARMEL-BY-THE-SEA, CALIFORNIA
FOR
STEPHEN P. DIAMOND, TRUST

SCALE: 1" = 8'
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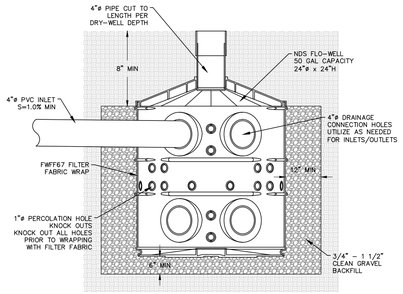
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SHEET C4
OF 7 SHEETS

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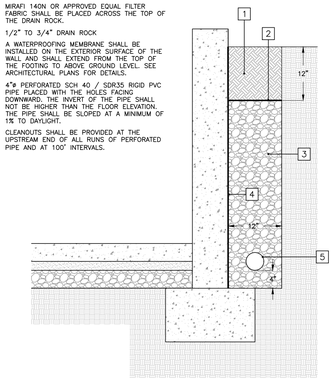


1 G5 STORM DRAIN CLEANOUT

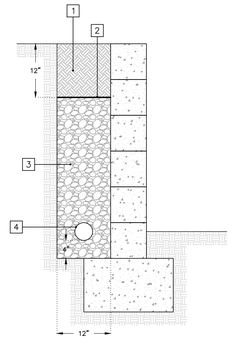


2 DRY WELL SYSTEM

1. 12" NATIVE CAP
2. MIRAFI 140N OR APPROVED EQUAL FILTER FABRIC SHALL BE PLACED ACROSS THE TOP OF THE DRAIN ROCK.
3. 1/2" TO 3/4" DRAIN ROCK
4. A WATERPROOFING MEMBRANE SHALL BE INSTALLED ON THE EXTERIOR SURFACE OF THE WALL AND SHALL EXTEND FROM THE TOP OF THE FOOTING TO ABOVE GROUND LEVEL. SEE ARCHITECTURAL PLANS FOR DETAILS.
5. 4"ø PERFORATED SCH 40 / SDR35 RIGID PVC PIPE PLACED WITH THE HOLES FACING DOWNWARD. THE INVERT OF THE PIPE SHALL NOT BE HIGHER THAN THE FLOOR ELEVATION. THE PIPE SHALL BE SLOPED AT A MINIMUM OF 1% TO DAYLIGHT.
6. CLEANOUTS SHALL BE PROVIDED AT THE UPSTREAM END OF ALL RUNS OF PERFORATED PIPE AND AT 100' INTERVALS.



3 PERIMETER SUBDRAIN



1. 12" NATIVE CAP. TRENCH SURFACE SHALL BE RESTORED TO NATURAL/ORIGINAL CONDITION.
2. MIRAFI 140N OR APPROVED EQUAL FILTER FABRIC SHALL BE PLACED ACROSS THE TOP OF THE DRAIN ROCK.
3. 1/2" TO 3/4" DRAIN ROCK.
4. 4"ø PERFORATED SCH 40/SDR 35 RIGID PVC PIPE PLACED WITH THE HOLES FACING DOWNWARD. THE PIPE SHALL BE SLOPED AT A MINIMUM OF 1% TO DAYLIGHT.
5. CLEANOUTS SHALL BE PROVIDED AT THE UPSTREAM END OF ANY RUN OF PERFORATED PIPE, AT HORIZONTAL BENDS GREATER THAN 45°, AND AT A MAXIMUM SPACING OF 100'.

4 SUBDRAIN BEHIND RETAINING WALL

5

6

7

8

9

10

11

12

13

14

CONSTRUCTION DETAILS

DIAMOND ADU

GRADING, DRAINAGE, AND EROSION CONTROL PLAN

A.P.N.: 010-312-012

CARMEL-BY-THE-SEA, CALIFORNIA

FOR

STEPHEN P. DIAMOND, TRUST

REGISTERED PROFESSIONAL ENGINEER * VIRGINIA * GUY R. GIRARDO No. 56569 Exp. 06-30-27 CIVIL * STATE OF CALIFORNIA

APPROVED BY: GUY R. GIRARDO

11926

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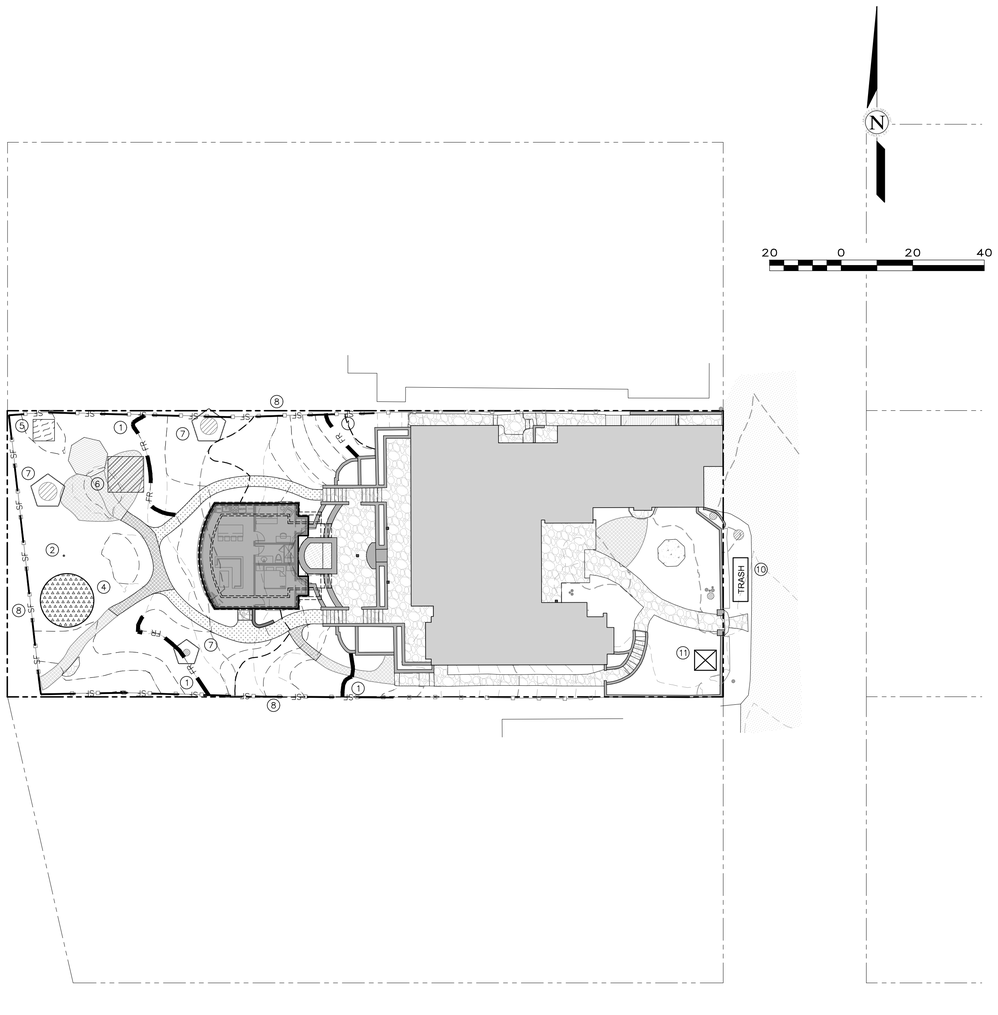
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	01/19/26	JAN	SITE PLAN REVISIONS
	11/13/25	JAN	RELEASED TO CLIENT

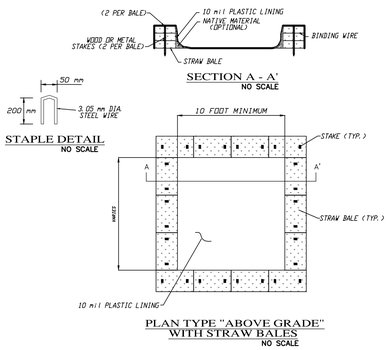
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DATE: JAN 2026
JOB No. 2092-02

SHEET C5

OF 7 SHEETS

\\10.10.0.3\Landset_PROJECTS - LANDSET ENGINEERS\2092 - Diamond\2092-02 Civil ADU\DWG\Diamond_2092_CIVIL.dwg



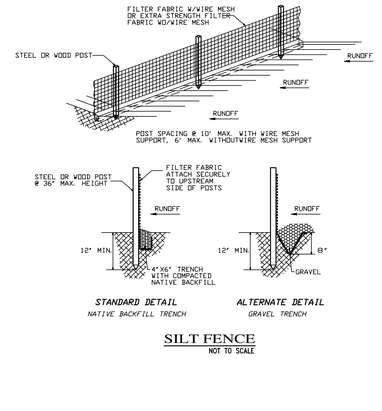


SECTION A - A'
NO SCALE

STAPLE DETAIL
NO SCALE

PLAN TYPE "ABOVE GRADE" WITH STRAW BALES
NO SCALE

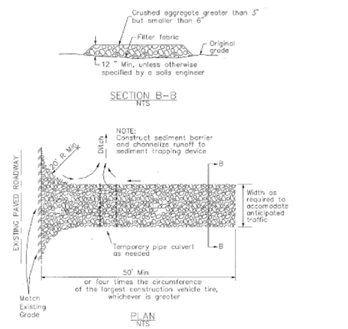
CONCRETE WASHOUT
NOT TO SCALE



STANDARD DETAIL
NATIVE BACKFILL TRENCH

ALTERNATE DETAIL
GRAVEL TRENCH

SILT FENCE
NOT TO SCALE



SECTION B-B
NTS

PLAN
NTS

STABILIZED CONSTRUCTION ENTRANCE
NOT TO SCALE

EROSION & SEDIMENT CONTROL NOTES:

1) ALL EROSION CONTROL MEASURES SHALL CONFORM WITH THE AUTHORITY HAVING JURISDICTION EROSION CONTROL ORDINANCE.
2) ALL SLOPES SHALL BE PROTECTED WITH STRAW MULCH OR SIMILAR MEASURES TO PROTECT AGAINST EROSION UNTIL SUCH SLOPES ARE PERMANENTLY STABILIZED.
3) RUNOFF SHALL BE DETAINED OR FILTERED BY BERMS, VEGETATED FILTER STRIPS, AND/OR CATCH BASINS TO PREVENT THE ESCAPE OF SEDIMENT FROM THE SITE.
4) EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IN PLACE AT THE END OF EACH DAY'S WORK. ACCESS ROADS SHALL BE CLEANED DAILY (IF NECESSARY) AND PRIOR TO ANY RAIN EVENT.
5) ALL ROADS AND DRIVEWAYS SHALL HAVE DRAINAGE FACILITIES SUFFICIENT TO PREVENT EROSION ON OR ADJACENT TO THE ROADWAY OR ON THE DOWNHILL PROPERTIES.
6) CONTRACTOR SHALL PROVIDE WATERING FOR DUST CONTROL DURING ALL GROUND DISTURBANCE OPERATIONS.
7) REVEGETATION SHALL CONSIST OF A MECHANICALLY APPLIED HYDROMULCH SLURRY OR HAND SEEDED WITH A STRAW MULCH COVER. MULCH SHALL BE ANCHORED BY AN APPROVED METHOD SUCH AS PUNCHING, TACKING, OR THE USE OF JUTE NETTING, AS DEEMED NECESSARY FOR THE SITE CONDITIONS TO ALLOW FOR GERMINATION AND ENABLE ADEQUATE GROWTH TO BE ESTABLISHED.
8) CHECK DAMS, SILT FENCES, FIBER ROLLS OR OTHER DESIGNS SHALL BE INCORPORATED TO CATCH ANY SEDIMENT UNTIL AFTER THE NEWLY EXPOSED AREAS ARE REVEGETATED SUFFICIENTLY TO CONTROL EROSION. EROSION CONTROL PLANTINGS AND MULCH SHALL BE CLOSELY MONITORED THROUGHOUT THE WINTER AND ANY RUNOFF PROBLEMS SHALL BE CORRECTED PROMPTLY. ALL EROSION AND/OR SLIPPAGE OF THE NEWLY EXPOSED AREAS SHALL BE REPAIRED BY THE PERMITTEE AT THEIR EXPENSE.
9) THE GRASS SEED SHALL BE PROPERLY IRRIGATED UNTIL ADEQUATE GROWTH IS ESTABLISHED AND MAINTAINED TO PROTECT THE SITE FROM FUTURE EROSION DAMAGE. ALL NEWLY EXPOSED (DISTURBED) AREAS SHALL BE SEEDED WITH THE FOLLOWING EROSION CONTROL MIX: BROMUS CARINATUS (CALIFORNIA BROME), VULPIA MICROSTACHYS (NUTTALL'S FESCUE), ELYMUS GLAUCUS (BLUE WILD RYE), HORDEUM BRACHYANTHERUM (MEADOW BARLEY), FESTUCA RUNRA'MOLATE BLUE AND A MIXTURE OF LOCALLY NATIVE WILDFLOWERS.
10) SEEDED AREAS SHALL BE RETAINED ON-SITE AND SHALL BE PREVENTED FROM FLOWING INTO THE STORM DRAINAGE SYSTEM. SEDIMENT CATCHMENT BARRIERS SHALL BE INSPECTED BY THE APPLICANT IMMEDIATLEY AFTER ANY SIGNIFICANT RAINFALL AND AT LEAST DAILY DURING ANY PERIOD OF PROLONGED RAINFALL.
11) PRIOR TO COMMENCEMENT OF ANY LAND DISTURBANCE, THE OWNER/APPLICANT SHALL SCHEDULE AN INSPECTION WITH THE AUTHORITY HAVING JURISDICTION TO ENSURE ALL NECESSARY SEDIMENT CONTROLS ARE IN PLACE AND THE PROJECT IS COMPLIANT WITH AUTHORITY HAVING JURISDICTION GRADING AND EROSION CONTROL REGULATIONS.
12) DURING CONSTRUCTION THE OWNER/APPLICANT SHALL SCHEDULE AN INSPECTION WITH THE AUTHORITY HAVING JURISDICTION TO UPDATE COMPACTION TEST RECORDS, INSPECT DRAINAGE DEVICE INSTALLATION, REVIEW THE MAINTENANCE AND EFFECTIVENESS OF BMPS INSTALLED, AS WELL AS, TO VERIFY THAT POLLUTANTS OF CONCERN ARE NOT DISCHARGED FROM THE SITE.
13) PRIOR TO FINAL INSPECTION, THE OWNER/APPLICANT SHALL SCHEDULE AN INSPECTION WITH THE AUTHORITY HAVING JURISDICTION TO CONDUCT A FINAL GRADING INSPECTION, COLLECT FINAL GEOTECHNICAL LETTER OF CONFORMANCE, ENSURE THAT ALL DISTURBED AREAS HAVE BEEN STABILIZED AND THAT ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES THAT ARE NO LONGER NEEDED HAVE BEEN REMOVED.
14) THE APPLICANT SHALL SCHEDULE WEEKLY INSPECTIONS WITH THE AUTHORITY HAVING JURISDICTION DURING THE RAINY SEASON, OCTOBER 15th TO APRIL 15th, TO ENSURE CONTAMINANTS ARE NOT DISCHARGED INTO THE AREAS OF SPECIAL BIOLOGICAL SIGNIFICANCE.

BMP LEGEND:

① FR — FIBER ROLLS: THE CONTRACTOR SHALL MAINTAIN A STOCKPILE OF FIBER ROLLS ONSITE, AS THEY CAN BE USED ALONG ERODIBLE SLOPES, ALONG STOCKPILE PERIMETERS, DOWNSLOPE OF EXPOSED SOIL AREAS, AND TO DELINEATE/PROTECT STAGING AREAS. FIBER ROLLS MUST BE TRENCHED INTO THE SOIL AND STAKED (STAKES SPACED MAX. 4' ON CENTER). SEE DETAIL. INSTALL FIBER ROLLS ALONG LEVEL CONTOURS, AND TURN THE ENDS UPHILL. INSPECT WEEKLY AND REMOVE ACCUMULATED SEDIMENT REGULARLY.

② DRAIN INLET PROTECTION: PLACE GEOTEXTILE FILTER FABRIC BENEATH INLET GRATE AND SURROUND ENTIRE INLET WITH GRAVEL BAGS (OVERLAP THE BAGS AND PACK THEM TIGHTLY TOGETHER – SEE DETAIL). INSPECT ALL INLET PROTECTION WEEKLY. REMOVE ACCUMULATED SEDIMENT REGULARLY.

③ STABILIZED CONSTRUCTION ACCESS: INSTALL STABILIZED CONSTRUCTION ACCESS PRIOR TO COMMENCEMENT OF EARTH MOVING OPERATIONS (IF NECESSARY FOR THIS APPLICATION, SEE DETAIL). INSPECT ENTRANCE DAILY, AND ADD ADDITIONAL STONE AS TOP-DRESSING WHEN REQUIRED. USE FENCING OR BARRICADES TO PREVENT VEHICLE TRAFFIC FROM DRIVING AROUND THE STABILIZED ACCESS.

④ STOCKPILE MANAGEMENT: SOIL STOCKPILES MUST BE COVERED OR STABILIZED (I.E. WITH SOIL BINDERS) IMMEDIATELY IF THEY ARE NOT SCHEDULED TO BE USED WITHIN 14 DAYS. ACTIVE SOIL STOCKPILES SHALL BE WATERED TWICE DAILY TO AVOID WIND EROSION. SURROUND ALL STOCKPILES WITH FIBER ROLLS OR SILT FENCE. STOCKPILES OF "COLD MIX", TREATED WOOD, AND BASIC CONSTRUCTION MATERIALS SHOULD BE PLACED ON AND COVERED WITH PLASTIC SHEETING OR COMPARABLE MATERIAL AND SURROUNDED BY A BERM.

⑤ CONCRETE WASHOUT: WASHOUT MUST BE LOCATED A MINIMUM OF 50 FEET FROM STORM DRAINS, OPEN DITCHES, OR WATER BODIES. DISCONTINUE USE WHEN WASHOUT WASTES REACH 75% OF THE WASHOUT CAPACITY. ALLOW WASHOUT WASTES TO HARDEN, BE BROKEN UP, AND THEN DISPOSED OF PROPERLY.

⑥ CONTRACTOR'S STAGING AREA: THE CONTRACTOR'S STAGING AREA SHALL BE SURROUNDED BY FIBER ROLLS. THE STAGING AREA WILL BE USED TO STORE DELIVERED MATERIALS, AND FOR OVERNIGHT EQUIPMENT PARKING/FUELING. STORED CONSTRUCTION MATERIALS SHALL BE MAINTAINED IN THEIR ORIGINAL CONTAINERS, AND COVERED AT ALL TIMES. PETROLEUM PRODUCTS AND HAZARDOUS MATERIALS SHALL BE STORED WITHIN SECONDARY CONTAINMENT STRUCTURES OR A STORAGE SHED. EQUIPMENT FUELING AND MAINTENANCE WILL ONLY OCCUR WITHIN THE DESIGNATED STAGING AREA. DRIP PANS OR ABSORBENT PADS MUST BE USED DURING ALL FUELING OR MAINTENANCE ACTIVITIES. AN AMPLE SUPPLY OF SPILL CLEANUP MATERIALS SHALL BE MAINTAINED IN THE STAGING AREA AT ALL TIMES.

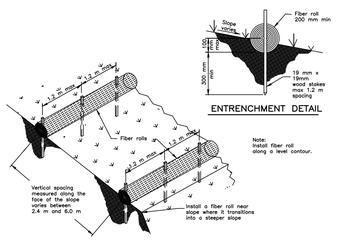
⑦ TREE PROTECTION: TREE PROTECTION SHALL CONSIST OF ORANGE PLASTIC MESH FENCING, AND SHALL BE INSTALLED PRIOR TO COMMENCEMENT OF EARTH-MOVING OPERATIONS (SEE DETAIL). INSTALL FENCING ALONG THE DRIP LINE OF TREES, AND INSTRUCT EMPLOYEES AND SUBCONTRACTORS TO HONOR PROTECTIVE DEVICES. TREE INJURIES SHALL BE ATTENDED TO BE A LICENSED AND CERTIFIED ARBORIST.

⑧ SF — SILT FENCE: SILT FENCE SHALL CONSIST OF WOVEN GEOTEXTILE FABRIC WITH A MINIMUM WIDTH OF 36 INCHES. WOOD STAKES SHALL BE COMMERCIAL QUALITY LUMBER, SPACED A MAXIMUM OF 6' APART AND DRIVEN SECURELY INTO THE GROUND (SEE DETAIL). FENCING FABRIC SHALL BE KEYED INTO THE SOIL AS PER MANUFACTURER'S RECOMMENDATIONS. INSTALL SILT FENCE ALONG LEVEL CONTOURS. TURN THE ENDS OF THE SILT FENCE UPHILL TO PREVENT WATER FROM FLOWING AROUND THE FENCE. INSPECT SILT FENCE DAILY, AND MAKE REPAIRS IMMEDIATELY.

⑨ N/A FOR INFORMATION ONLY — GRAVEL BAG CHECK DAM: GRAVEL BAGS SHALL CONSIST OF WOVEN POLYPROPYLENE, POLYETHYLENE OR POLYAMIDE FABRIC, MIN. UNIT WEIGHT OF 4OZ/SY. BAGS SHALL BE A MINIMUM OF 18" LONG X 12" WIDE X 3" THICK, FILLED WITH 0.5" – 1" CRUSHED ROCK. TIGHTLY ABUT BAGS AND CONSTRUCT CHECK DAM AT LEAST 3 BAGS WIDE X 2 BAGS HIGH. INSPECT CHECK DAM REGULARLY AND REMOVE ACCUMULATED SEDIMENT.

⑩ TRASH / RECYCLE — WASTE MANAGEMENT: SOLID WASTES WILL BE LOADED DIRECTLY ONTO TRUCKS FOR OFF-SITE DISPOSAL. WHEN ON-SITE STORAGE IS NECESSARY, SOLID WASTES WILL BE STORED IN WATERTIGHT DUMPSTERS IN THE GENERAL STORAGE AREA OF THE CONTRACTOR'S YARD. DUMPSTERS AND/OR TRASH BINS SHALL BE COVERED AT THE END OF EACH WORK DAY. HAZARDOUS WASTES SHALL NOT BE STORED ONSITE. CONSTRUCTION DEBRIS AND GENERAL LITTER WILL BE COLLECTED DAILY AND WILL NOT BE ALLOWED NEAR DRAINAGE INLETS OR DRAINAGE SYSTEMS.

⑪ SANITARY/SEPTIC WASTE MANAGEMENT: PORTABLE TOILETS WILL BE PROVIDED AND MAINTAINED ONSITE FOR THE DURATION OF THE PROJECT. ALL PORTABLE TOILETS WILL BE EQUIPPED WITH A SECONDARY CONTAINMENT TRAY, AND SHALL BE LOCATED A MINIMUM OF 50' FROM ALL OPERATIONAL STORM DRAIN INLETS. WEEKLY MAINTENANCE SHALL BE PROVIDED AND WASTES LEGALLY DISPOSED OF OFF-SITE.

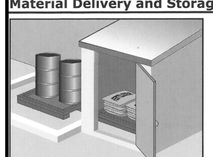


TYPICAL INSTALLATION

FIBER ROLL
NOT TO SCALE

DETAILS
NOT TO SCALE

Material Delivery and Storage WM-1



Categories

EC	Erosion Control
SE	Sediment Control
TC	Tracking Control
WE	Wind Erosion Control
NS	Non-Stormwater Management Control
WM	Waste Management and Materials Pollution Control ☑

Legend: ☑ Primary Category ☑ Secondary Category

Targeted Constituents

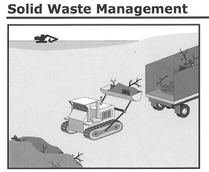
Sediment	☑
Nutrients	☑
Trash	☑
Metals	☑
Bacteria	
Oil and Grease	☑
Organics	☑

Potential Alternatives
None

Description and Purpose
Prevent, reduce, or eliminate the discharge of pollutants from material delivery and storage to the stormwater system or watercourses by minimizing the storage of hazardous materials onsite, storing materials in watertight containers and/or a completely enclosed designated area, installing secondary containment, conducting regular inspections, and training employees and subcontractors.

This best management practice covers only material delivery and storage. For other information on materials, see WM-2, Material Use, or WM-4, Spill Prevention and Control. For information on wastes, see the waste management BMPs in this section.

Solid Waste Management WM-5



Categories

EC	Erosion Control
SE	Sediment Control
TC	Tracking Control
WE	Wind Erosion Control
NS	Non-Stormwater Management Control
WM	Waste Management and Materials Pollution Control ☑

Legend: ☑ Primary Objective ☑ Secondary Objective

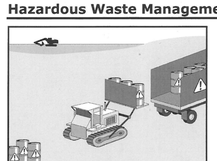
Targeted Constituents

Sediment	☑
Nutrients	☑
Trash	☑
Metals	☑
Bacteria	
Oil and Grease	☑
Organics	☑

Potential Alternatives
None

Description and Purpose
Solid waste management procedures and practices are designed to prevent or reduce the discharge of pollutants to stormwater from solid or construction waste by providing designated waste collection areas and containers, arranging for regular disposal, and training employees and subcontractors.

Hazardous Waste Management WM-6



Categories

EC	Erosion Control
SE	Sediment Control
TC	Tracking Control
WE	Wind Erosion Control
NS	Non-Stormwater Management Control
WM	Waste Management and Materials Pollution Control ☑

Legend: ☑ Primary Objective ☑ Secondary Objective

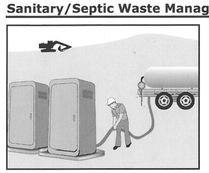
Targeted Constituents

Sediment	
Nutrients	☑
Trash	☑
Metals	☑
Bacteria	☑
Oil and Grease	☑
Organics	☑

Potential Alternatives
None

Description and Purpose
Prevent or reduce the discharge of pollutants to stormwater from hazardous waste through proper material use, waste disposal, and training of employees and subcontractors.

Sanitary/Septic Waste Management WM-9



Categories

EC	Erosion Control
SE	Sediment Control
TC	Tracking Control
WE	Wind Erosion Control
NS	Non-Stormwater Management Control
WM	Waste Management and Materials Pollution Control ☑

Legend: ☑ Primary Category ☑ Secondary Category

Targeted Constituents

Sediment	
Nutrients	☑
Trash	☑
Metals	
Bacteria	☑
Oil and Grease	
Organics	☑

Potential Alternatives
None

Description and Purpose
Proper sanitary and septic waste management prevent the discharge of pollutants to stormwater from sanitary and septic waste by providing convenient, well-maintained facilities, and arranging for regular service and disposal.

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EROSION & SEDIMENT CONTROL PLAN

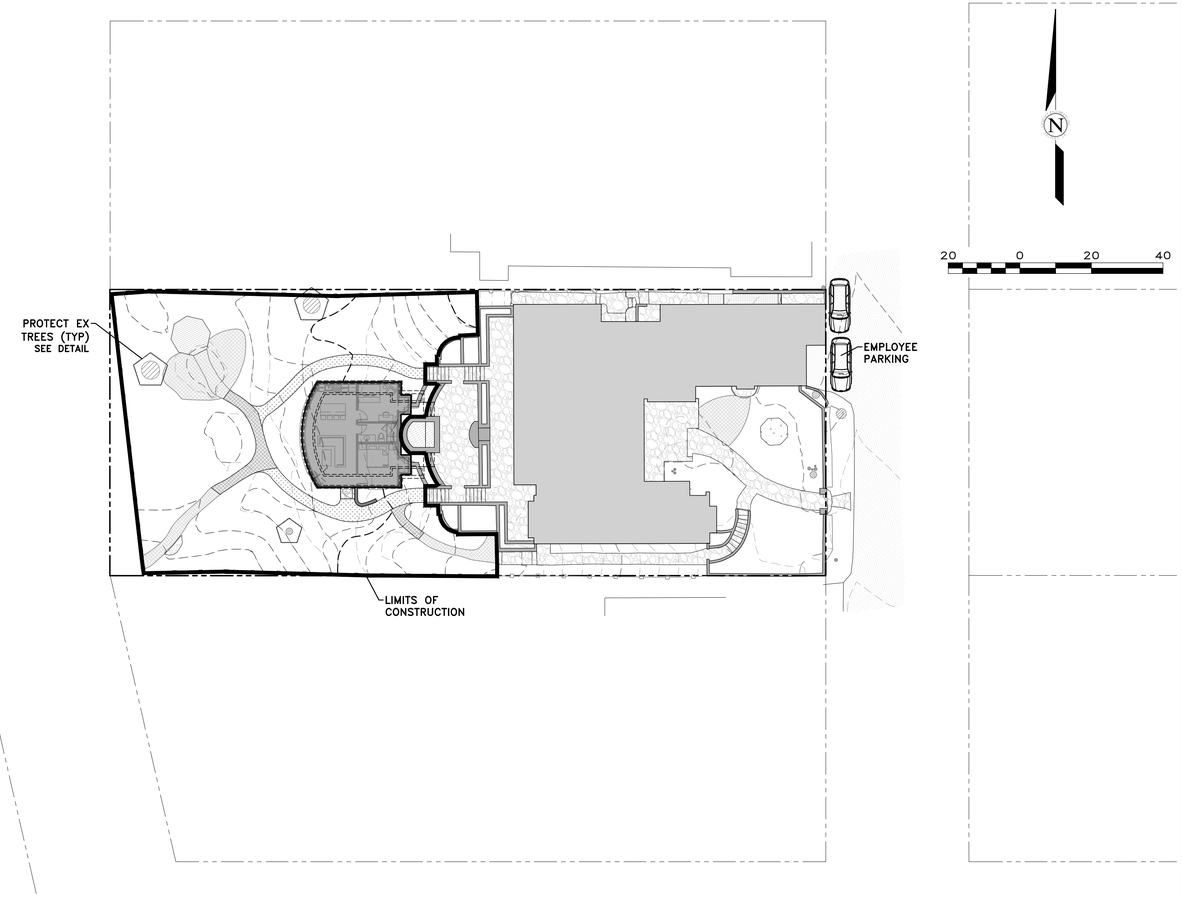
DIAMOND ADU
GRADING, DRAINAGE, AND EROSION CONTROL PLAN
A.P.N.: 010-312-012
CARMEL-BY-THE-SEA, CALIFORNIA
FOR
STEPHEN P. DIAMOND, TRUST

SCALE: 1" = 20'
DATE: JAN 2026
JOB No. 2092-02

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SHEET C6
OF 7 SHEETS

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A PLAN
SCALE: 1" = 20'

SITE GRADING:
THE PROPOSED GRADING INCLUDES APPROXIMATELY 175 CY OF CUT & 5 CY OF FILL.

CONSTRUCTION STAGING:
A. MOBILIZE, CLEAR AND GRUB

B. SITE GRADING

C. UTILITY INSTALLATION

D. CONSTRUCT STRUCTURE

E. INSTALL PAVERS AND LANDSCAPING

F. SITE CLEANING, PUNCH LIST

MATERIAL DELIVERIES SHALL BE SCHEDULED SUCH THAT THEY ARE USED PROMPTLY, AND MATERIAL STORAGE IS MINIMIZED. ALL CONSTRUCTION EQUIPMENT AND MATERIALS SHALL BE STORED IN A DESIGNATED AREA ON THE SUBJECT PROPERTY. SEE ARCHITECTURAL AND CIVIL PLANS FOR EROSION CONTROL AND DEMOLITION NOTES.

HAUL ROUTES:
HAUL TRUCKS SHALL BACK ONTO THE SITE FROM SCENIC RD. HAUL TRUCKS WILL EXIT THE SITE, HEADING NORTH ON SCENIC RD. THEY WILL THEN FOLLOW THE ROUTE SHOWN IN DETAIL B, FROM SCENIC RD TO OCEAN AVE TO CA HWY 1. FLAGGERS SHALL BE STATIONED ON SCENIC RD AS TRUCKS BACK FROM THE PUBLIC RIGHT-OF-WAY ONTO THE SITE. CONTRACTOR TO ENSURE THAT HEIGHT RESTRICTIONS WITHIN THE EASEMENT/DRIVEWAY AREA SHALL BE ADDRESSED BEFORE CONSTRUCTION VEHICLES ENTER THE SITE. SEE DETAILS B AND C, TRUCK ROUTING PLANS.

TRUCK STAGING AREA:
VEHICLES OR TRUCKS SHALL NOT QUEUE ON SCENIC RD. TRUCKS SHALL QUEUE OFFSITE AND BE DIRECTED TO APPROACH THE SITE BY ONSITE PERSONNEL VIA RADIO OR PHONE.

EMPLOYEE PARKING:
EMPLOYEES SHALL PARK ON SITE WHENEVER POSSIBLE. EMPLOYEES SHALL CARPOOL WHENEVER POSSIBLE. PARKING IS PROHIBITED IN ALL NATURAL AREAS WHICH ARE NOT CURRENTLY PAVED OR GRAVEL.

LIMITS OF CONSTRUCTION:
ALL CONSTRUCTION SHALL TAKE PLACE WITHIN THE BORDER AS SHOWN. EXISTING CYPRESS, PINE, AND OAK TREES LOCATED WITHIN THE LIMITS SHOWN SHALL BE SURROUNDED BY ORANGE PROTECTIVE FENCING (SEE DETAIL).

NUMBER OF EMPLOYEES ONSITE PER DAY: APPROXIMATELY 10-20

NUMBER OF TRUCK TRIPS/DAY: 4

AMOUNT OF GRADING/DAY: 80 C.Y.

HOURS OF OPERATION/DAY: 8

DAYS OF OPERATION: MONDAY THROUGH FRIDAY

TIME OF OPERATION: 8:00 AM - 4:30 PM

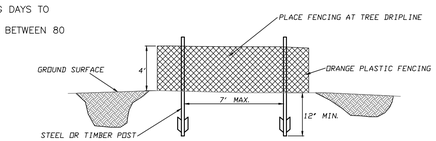
PROJECT SCHEDULING: PROJECTED START DATE IS JANUARY 1, 2027. TOTAL PROJECT DURATION IS APPROXIMATELY 12 MONTHS.

TRUCK TRIP GENERATION CHART:

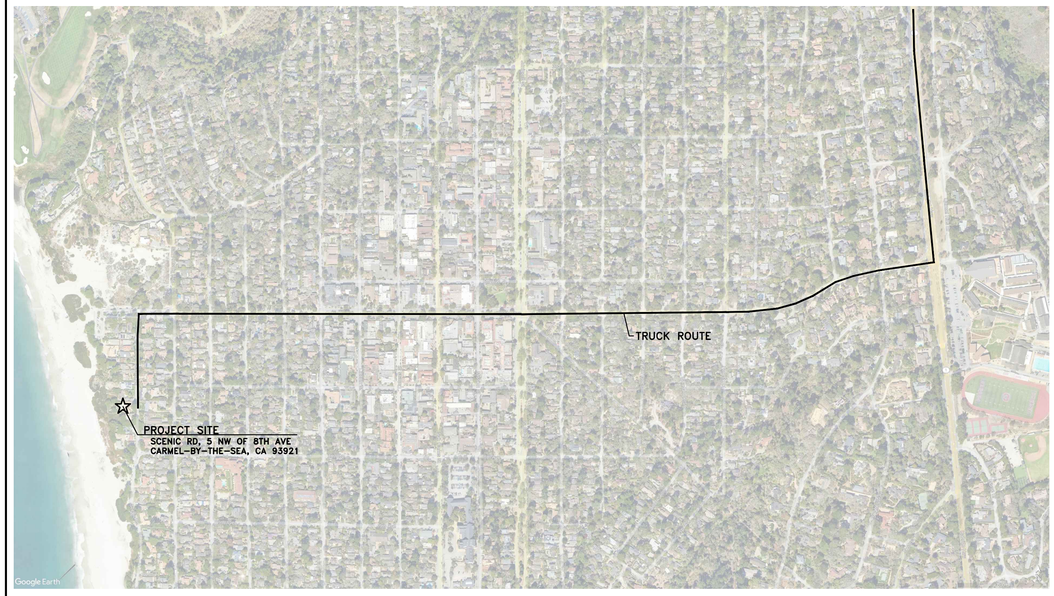
CATEGORY	NO. OF TRUCK TRIPS	TOTAL DAYS
DEMOLITION	4	5
GRADING & SOIL REMOVAL (EXPORT)	8	2
ENGINEERING MATERIALS (IMPORT)	–	–
TOTALS	12	7

TRUCK TRIP GENERATION NOTES:

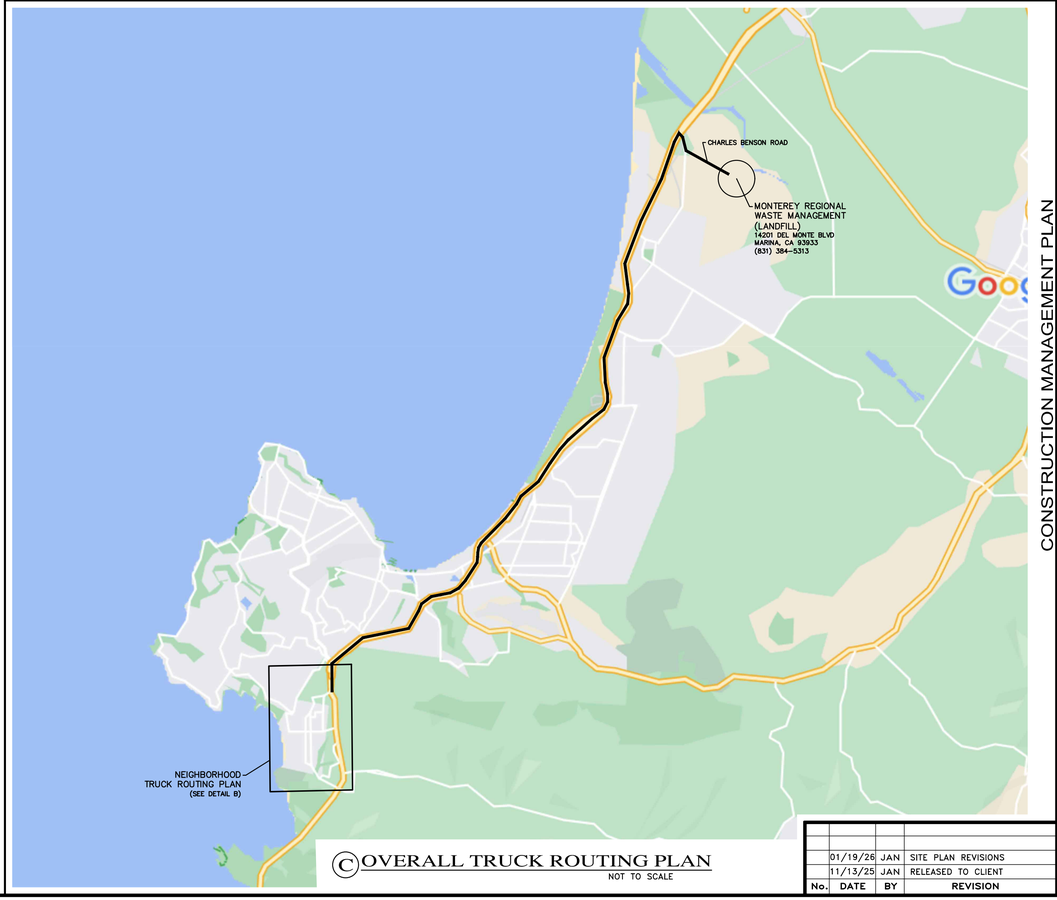
1. TRUCK TRIPS FOR THE GRADING/SOIL IMPORT IS BASED UPON 20 CUBIC YARDS PER TRUCKLOAD WITH AN AVERAGE OF 4 TRUCK LOADS PER DAY.
2. THERE ARE APPROXIMATELY 170 CUBIC YARDS OF SOIL MATERIAL TO BE EXPORTED FROM THE SITE.
3. GRADING OPERATIONS SHALL TAKE APPROXIMATELY 7 WORKING DAYS TO COMPLETE.
4. THE AMOUNT OF GRADING PER DAY WILL VARY, THE AVERAGE BETWEEN 80 & 100 CUBIC YARDS.



ESA FENCING
NOT TO SCALE



B NEIGHBORHOOD TRUCK ROUTING PLAN
NOT TO SCALE



C OVERALL TRUCK ROUTING PLAN
NOT TO SCALE

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CONSTRUCTION MANAGEMENT PLAN

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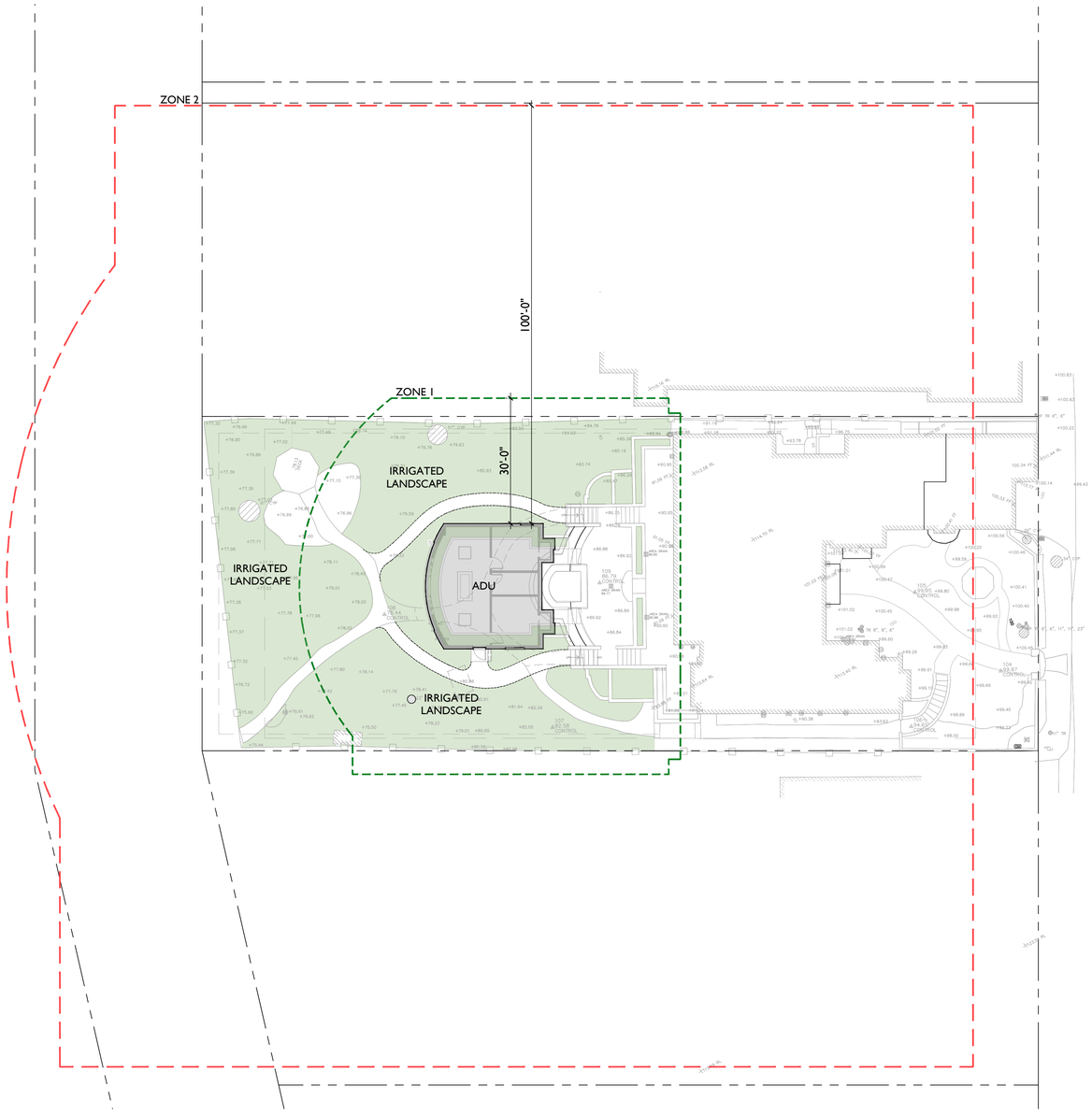
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SHEET INDEX

SHEET NO:	CONTENTS:
L-1.0	FUEL MANAGEMENT PLAN
L-2.0	PLANTING NOTES
L-2.1	PLANTING PLAN
L-3.0	IRRIGATION NOTES
L-3.1	IRRIGATION PLAN

LEGEND

ZONE 1: ZONE EXTENDS 30 FEET FROM ALL SIDES OF BUILDINGS, STRUCTURES, DECKS, ETC OR TO THE PROPERTY LINE, WHICHEVER IS CLOSER. WITHIN THIS ZONE, THE FOLLOWING CONDITIONS SHALL BE MAINTAINED:

- REMOVE ALL DEAD PLANTS, GRASS, AND WEEDS (VEGETATION)
- REMOVE DEAD OR DRY LEAVES AND PINE NEEDLES FROM YARD, ROOF, AND RAIN GUTTERS.
- TRIM TREES REGULARLY TO KEEP BRANCHES A MINIMUM OF 10 FEET FROM OTHER TREES.
- REMOVE BRANCHES THAT HANG OVER ROOFS AND KEEP DEAD BRANCHES A MINIMUM OF 10 FEET AWAY FROM CHIMNEYS AND STOVEPIPES.
- WOOD PILES ARE PROHIBITED WITHIN THIS ZONE. RELOCATE WOOD PILES TO ZONE 2.
- REMOVE OR PRUNE FLAMMABLE PLANTS AND SHRUBS NEAR WINDOWS.
- REMOVE OR PRUNE FLAMMABLE ITEMS THAT COULD CATCH FIRE FROM AROUND AND UNDER DECKS, BALCONIES, AND STAIRS.
- CREATE A SEPARATION BETWEEN TREES, SHRUBS, AND ITEMS THAT COULD CATCH FIRE, SUCH AS PATIO FURNITURE, WOOD PILES, SWING SETS, ETC.
- MAINTAIN A TREE, SHRUB OR OTHER PLANT ADJACENT TO OR OVERHANGING A BUILDING FREE OF DEAD OR DYING WOOD.
- MAINTAIN THE ROOF OF A STRUCTURE FREE OF LEAVES, NEEDLES OR OTHER VEGETATIVE MATERIALS. REMOVE OR PRUNE FLAMMABLE PLANTS AND SHRUBS NEAR WINDOWS

ZONE 2: ZONE 2 EXTENDS FROM 30 FEET TO 100 FEET OUT FROM BUILDINGS, STRUCTURES, DECKS ETC. OR TO THE PROPERTY LINE WHICHEVER IS CLOSER. FUELS SHALL BE MAINTAINED IN A CONDITION SO THAT A WILDFIRE BURNING UNDER AVERAGE WEATHER CONDITIONS WOULD BE UNLIKELY TO IGNITE THE STRUCTURE. THE ITEMS STIPULATED BELOW DO NOT APPLY TO SINGLE SPECIMENS OF TREES OR OTHER VEGETATION THAT ARE WELL-PRUNED AND MAINTAINED SO AS TO EFFECTIVELY MANAGE FUELS AND NOT FORM A MEANS OF RAPIDLY TRANSMITTING FIRE FROM OTHER NEARBY VEGETATION TO A STRUCTURE OR FROM A STRUCTURE TO THE OTHER NEARBY VEGETATION. WITHIN THIS ZONE, THE FOLLOWING CONDITIONS SHALL BE MAINTAINED:

- CUT OR MOW ANNUAL GRASS DOWN TO A MAXIMUM HEIGHT OF 4 INCHES.
- CREATE HORIZONTAL SPACING BETWEEN SHRUBS AND TREES.
- CREATE VERTICAL SPACING BETWEEN GRASS, SHRUBS, AND TREES.
- REMOVE ALL DEAD TREES.
- REMOVE FALLEN LEAVES, NEEDLES, TWIGS, BARK, CONES AND SMALL BRANCHES. HOWEVER, THEY MAY BE PERMITTED TO A DEPTH OF 3 INCHES.
- ALL EXPOSED WOOD PILES MUST HAVE A MINIMUM OF 10 FEET OF CLEARANCE, DOWN TO BARE MINERAL SOIL, IN ALL DIRECTIONS.

ZONE 1 AND 2 - 'OUTBUILDINGS' AND LIQUID PROPANE GAS (LPG) STORAGE TANKS SHALL HAVE 10 FEET OF CLEARANCE TO BARE MINERAL SOIL AND NO FLAMMABLE VEGETATION FOR AN ADDITIONAL 10 FEET AROUND THEIR EXTERIOR.

FUEL MANAGEMENT TO FOLLOW PUBLIC RESOURCE CODE 4291 AS DEVELOPED BY CALIFORNIA'S DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CALFIRE).

CLEARING BEYOND THE PROPERTY LINE MAY ONLY BE REQUIRED IF THE STATE LAW, LOCAL ORDINANCE, RULE, OR REGULATION INCLUDES FINDINGS THAT THE CLEARING IS NECESSARY TO SIGNIFICANTLY REDUCE THE RISK OF TRANSMISSION OF FLAME OR HEAT SUFFICIENT TO IGNITE THE STRUCTURE AND THERE IS NO FEASIBLE MITIGATION MEASURES POSSIBLE TO REDUCE THE RISK OF IGNITION OR SPREAD OF WILDFIRE TO THE STRUCTURE. CLEARANCE ON THE ADJACENT PROPERTY SHALL ONLY BE CONDUCTED FOLLOWING WRITTEN ON CONSENT BY THE ADJACENT LANDOWNER.

SCALE: 1/16"= 1'-0"

16 0 16 32

N

ATTACHMENT 8

SEVEN SPRINGS STUDIO
LANDSCAPE ARCHITECTS

2548 EMPIRE GRADE
SANTA CRUZ, CA 95060
831.466.9617

LICENSED LANDSCAPE ARCHITECT
SARAH PHILLIPS
NO. 6532
Signature
11-30-27
Renewal Date
10-31-25
Date
STATE OF CALIFORNIA

PROJECT NAME:

DIAMOND ADU

PROJECT ADDRESS:

SCENIC ROAD, 5 NW OF 8TH AVE
CARMEL, CA 93923
APN: 010-312-012

ISSUANCE:

PLANNING DEPARTMENT SUBMITTAL

PROJECT NO: 2025-28
DATE: 10/31/2025

REVISIONS:

DATE	DESCRIPTION
01/16/2026	CITY RESUBMITTAL

SHEET NAME:

FUEL MANAGEMENT PLAN

SHEET NO:

L-1.0

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ACHILLEA MILLEFOLIUM
COMMON YARROW



ARCTOSTAPHYLOS D. 'SENTINEL'
SENTINEL VINE HILL MANZANITA



ARCTOSTAPHYLOS 'EMERALD CARPET'
EMERALD CARPET MANZANITA



ACTOSTAPHYLOS 'PACIFIC MIST'
PACIFIC MIST MANZANITA



ARTEMESIA PYCNOCEPHALA
DUNE SAGEWORT



CEANOTHUS GRISEUS
CARMEL CEANOTHUS



JUNCUS PATENS
GREY RUSH



LOMANDRA CONFERTIFOLIA 'POM POM'
SHORTY MAT RUSH



LOMANDRA 'PLATINUM BEAUTY'
PLATINUM BEAUTY LOMANDRA



ROSEMARINUS P. 'HUNTINGTON CARPET'
HUNTINGTON CARPET ROSEMARY

GENERAL NOTES

1. ALL PLANTING AREAS TO BE TREATED WITH A PRE-EMERGENT HERBICIDE PRIOR TO BEGINNING PLANTING.
2. CONTRACTOR TO TAKE SAMPLES OF PLANTING AREA SOIL, FROM 0"-12" DEEP FROM AT LEAST THREE SEPARATE LOCATIONS FROM PLANTING AREAS ON THE SITE, MIXED TO FORM A SINGLE COMPOSITE SAMPLE. COMBINED VOLUME OF COMPOSITE SAMPLE SHALL BE AT LEAST 1-QUART. SAMPLE LOCATIONS SHALL BE MARKED ON THE PLANTING PLAN AND SHALL BE REPRESENTATIVE OF SITE CONDITIONS AND PROPOSED PLANTING TYPES.
3. FORWARD THE COMPOSITE SAMPLES TO THE TESTING LABORATORY FOR TESTING AND THEIR RECOMMENDATIONS AS TO EXACT FERTILIZERS AND SOIL AMENDMENTS TO BE USED IN PLANTING, WAYPOINT ANALYTICAL A05-2 COMPLETE ANALYSIS.
   LAB REPORT TO INCLUDE RECOMMENDATION LETTER AND TESTING RESULTS.
   LAB REPORT TO INCLUDE AN ESTIMATED INFILTRATION RATE FOR SOIL TESTED.
   LAB REPORT TO NOTE THE PROPOSED PLANTING TYPES SPECIFIC TO THE PROJECT, GROUND-COVERS, NATIVE GRASSES AND TREES.
4. AMENDMENT AND FERTILIZER RECOMMENDATIONS BY THE TESTING LAB SHALL BE SPECIFIC TO THE PROPOSED AMENDMENTS TO BE USED AND INCLUDE THE AMENDMENT LAB TEST / SAMPLE ID NUMBER AND TESTING DATE AS REFERENCE. GENERIC RECOMMENDATIONS WILL BE REJECTED AND WILL REQUIRE SPECIFIC RECOMMENDATIONS TO BE OBTAINED FROM THE TESTING LAB.
5. FOR BIDDING PURPOSES ASSUME SOIL AMENDMENT FERTILIZER TO BE COMMERCIAL FERTILIZER, 16-6-8 (N-P-K) UNIFORM PELLET, EXACT FERTILIZER TO BE DETERMINED BY TESTING LAB ANALYSIS.
6. INSTALL COMMERCIAL PLANT FERTILIZER PACKETS / TABLETS, TWO-YEAR CONTROLLED -RELEASE 20-10-05 (N-P-K). BEST TABS BY SIMPLOT PROFESSIONAL PRODUCTS, AGRIFORM BY THE SCOTTS COMPANY.
7. SOIL AMENDMENTS TO BE MINERALIZED AND NITRIFIED BARK OR SAWDUST, WITH WETTING AGENT AND PROPERLY PULVERIZED, CONTAINING A MINIMUM OF 270LBS. PER CUBIC YARD OF ORGANIC MATTER. SUBMIT SAMPLE ANALYSIS FOR APPROVAL.
8. AMENDMENT CHEMISTRY – SUITABILITY CONSIDERATIONS
   1.NITROGEN (DRY WEIGHT BASIS): 0.4 TO 0.6%
   2.IRON (MINIMUM): 0.08%
   3.ORGANIC CONTENT: ABOVE 17%
   4.CARBON-NITROGEN RATIO: BELOW 25
   5. PH: BELOW 8.0
   6.SALINITY (ECE): A VALUE SUCH THAT WHEN COMBINED WITH THE EXISTING SITE SOIL AT A USE RATE DETERMINED BY THE TESTING LAB ANALYSIS, THE SALINITY OF THE AMENDED SOIL SHALL NOT EXCEED 4.0 DS/M (MMHOS/CM).
9. GYPSUM (IF REQUIRED BY EXISTING SOILS TEST): AGRICULTURAL GRADE, OMRI LISTED.
   1.CAL-SUL PELLETIZED GYPSUM BY NORTH PACIFIC, PORTLAND OR
   2.ULTRA FINE AG GYPSUM BY WESTERN MINING & MINERALS
   3 .APPROVED EQUAL.
10. SULFUR (IF REQUIRED BY EXISTING SOILS TEST): GRANULAR DEGRADABLE SULFUR PRODUCT, TIGER 90CR ORGANIC 0-0-0-90 SULFUR BY TIGERSUL.COM, OR APPROVED EQUAL.
11. ALL PLANTING AREAS TO BE CULTIVATED TO A MINIMUM DEPTH OF 10". SOIL AMENDMENTS AND COMMERCIAL FERTILIZERS TO BE APPLIED AT THE RATES SPECIFIED IN THE TESTING LAB ANALYSIS.
12. CROSS-RIP OR CULTIVATE SUB-GRADE TO THE 10" MINIMUM DEPTH. ADD WATER IF NECESSARY AND CONTINUE RIPPING OR CULTIVATION UNTIL THE ENTIRE SPECIFIED DEPTH IS LOOSE AND FRIABLE. CROSS RIPING SHALL INCLUDE AREAS IN BETWEEN TREE AND PLANT PITS. UPON COMPLETION OF CROSS RIPPING APPLY THE AMENDMENTS AS SPECIFIED IN THE TESTING LAB ANALYSIS. SETTLE THE SOIL WITH WATER AS NEEDED AND REGRADE HIGH/LOW AREAS TO CREATE A SMOOTH FINISH GRADE.
13. UNIFORMLY SPREAD AND INCORPORATED THE MATERIALS TO OBTAIN A HOMOGENEOUSLY BLENDED SOIL, 6-INCHES IN DEPTH. IF GYPSUM AND/OR SULFUR ARE REQUIRED TO BE ADDED AS PART OF AMENDMENTS PER SOILS REPORT FROM THE TESTING LAB, MANUALLY WATER THE AMENDED SOILS USING IMPACT SPRINKLERS OR HOSE-END SPRINKLERS - TO APPLY 1/2-INCH OF WATER OVER ALL PLANTING AREAS. EXISTING SOILS WITH HIGH ALKALINITY AS DETERMINED BY THE SOILS REPORT FROM THE TESTING LAB WILL BE REQUIRED TO BE SIMILARLY MANUALLY WATERED TO LEACH THE SALTS DEEPER INTO THE SOIL, AMOUNT OF WATER TO BE DETERMINED BY THE TESTING LAB.
14. PRE-MIX AMENDMENTS INTO SOIL BEFORE BACKFILLING PLANT PITS - DO NOT MIX INSIDE PITS. BREAK LARGE CLODS INTO SMALL PIECES. ALL PLANTING AREAS TO BE TREATED WITH A PRE-EMERGENT HERBICIDE PRIOR TO BEGINNING PLANTING.
15. INSTALL 3" MULCH TO ALL PLANTING AREAS. MULCH TO BE SHREDDED CEDAR BARK OR SIMILAR. SUBMIT A SAMPLE OF MULCH FOR OWNER & LANDSCAPE ARCHITECT APPROVAL PRIOR TO INSTALLATION.
16. INSTALL GOPHER BASKETS ON ALL CONTAINER PLANTS. BASKET SHALL PROVIDE A MINIMUM OF 6 INCHES CLEARANCE ALL AROUND THE ROOT BALL. TOP OF BASKET SHALL BE FLUSH TO THE ROOT BALL TOP.
17. INSTALL GOPHER WIRE UNDER ALL AREAS OF NATURAL TURF AND RED FESUCE. GOPHER WIRE TO BE OVERLAPPED AT ALL SEAMS A MINIMUM OF 3" AND STAPLE SEAMS AND EDGES A MINIMUM OF 12" O.C. OR TIGHTER IF NEEDED TO REMOVE BUBBLED AREAS OF WIRE. STAPLES TO BE DEEP ENOUGH TO FIRMLY ANCHOR THE WIRE WITHOUT DISTORTING ITS SHAPE. INSTALL EXTRA STAPLES IN AREAS WHERE THE WIRE IS BUBBLED OR NOT MAKING FULL CONTACT WITH THE GROUND BELOW.
18. COMPOST: COMPOST MINIMUM OF 4 CUBIC YARDS PER 1,000 SQ. FT. OF PERMEABLE AREA TILLED TO A DEPTH OF 6".
19. ALL PLANTING SOIL USED ON STRUCTURES TO BE A LIGHT WEIGHT SOIL MIX INTENDED FOR USE ON STRUCTURES - CONTRACTOR TO PROVIDE SATURATED SOIL WEIGHT PRIOR TO INSTALLING SOIL FOR CONFIRMATION THAT IT IS BELOW THE STRUCTURAL MAXIMUM.

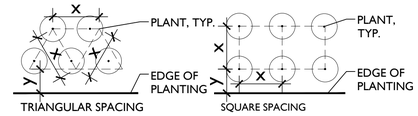
PLANT LEGEND

*WUC	CODE	BOTANICAL NAME	COMMON NAME	SIZE	CHARACTER
		SHRUBS			
L	Am	ACHILLEA MILLEFOLIUM	COMMON YARROW	4" POT	
L	Ad	ARCTOSTAPHYLOS D. 'SENTINEL'	SENTINEL VINE HILL MANZANITA	15 GAL.	
L	Ae	ARCTOSTAPHYLOS 'EMERALD CARPET'	EMERALD CARPET MANZANITA	1 GAL.	
L	Ap	ARCTOSTAPHYLOS 'PACIFIC MIST'	PACIFIC MIST MANZANITA	1 GAL.	
L	Ar	ARTEMISIA PYCNOCEPHALA	DUNE SAGEWORT	1 GAL.	
L	Cg	CEANOTHUS GRISEUS	CARMEL CEANOTHUS	1 GAL.	
L	Jp	JUNCUS PATENS	GREY RUSH	1 GAL.	
L	Ls	LOMANDRA C. 'POM POM'	SHORTY MAT RUSH	1 GAL.	
L	Lp	LOMANDRA 'PLATINUM BEAUTY'	PLATINUM BEAUTY LOMANDRA	1 GAL.	
L	Rf	ROSEMARINUS P. 'HUNTINGTON CARPET'	HUNTINGTON CARPET ROSEMARY	1 GAL.	
		MISCELLANEOUS			
		MULCH			
	HDR	METAL EDGING: WELD ALL JOINTS AND PRIME AND PAINT ONCE WELDED.			

* WATER USE CATEGORY (WUC) KEY

WUCOLS REGION APPLICABLE TO THIS PROJECT: REGION 1
H = HIGH; M = MODERATE; L = LOW; VL = VERY LOW; NL = SPECIES NOT LISTED
* FROM: WATER USE CLASSIFICATION OF LANDSCAPE SPECIES,
A GUIDE TO THE WATER NEEDS OF LANDSCAPE PLANTS (WUCOLS)
UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION, L.R. COSTELLO, K.S. JONES

PLANT SPACING AND PLANTING SETBACK DIAGRAM



1. FOR SPACING 'X', SEE PLANTING PLAN LEGEND
2. Y= 1/2X + 12" UON

REFERENCE NOTES

(1) WATERPROOFING OF ROOF TOP PLANTER BY ARCHITECT - INSTALL WITH SUITABLE DRAINAGE SYSTEM AND LIGHT WEIGHT SOIL MIX ENGINEERED FOR MAXIMUM ALLOWABLE SATURATED SOIL WEIGHT PER STRUCTURAL DESIGN - MINIMUM SOIL DEPTH TO BE 12".

MWELO COMPLIANCE STATEMENT

I HAVE COMPLIED WITH THE CRITERIA OF THE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN.

SIGNED	SIMON PHILLIPS	4532	10-31-2025
	NAME	CLA#	DATE

ATTACHMENT 8

SEVEN SPRINGS STUDIO
LANDSCAPE ARCHITECTS

2548 EMPIRE GRADE
SANTA CRUZ, CA 95060
831.466.9617

LICENSED LANDSCAPE ARCHITECT
SIMON PHILLIPS
NO. 4532
Signature
11-30-27
Renewal Date
10-31-25
Date
STATE OF CALIFORNIA

PROJECT NAME:

DIAMOND ADU

PROJECT ADDRESS:

SCENIC ROAD, 5 NW of 8TH AVE
CARMEL, CA 93923
APN: 010-312-012

ISSUANCE:

PLANNING DEPARTMENT SUBMITTAL

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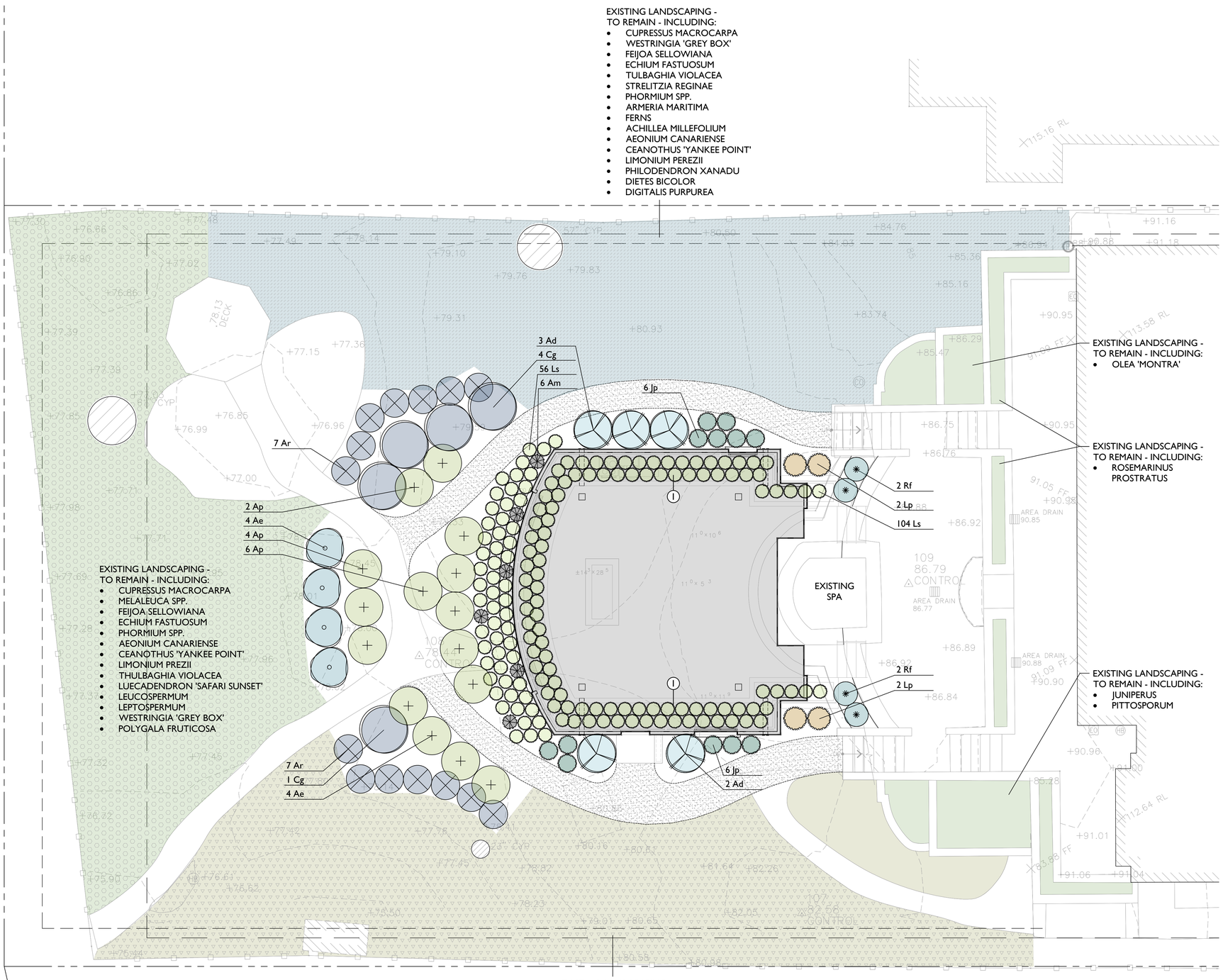
SHEET NAME:

PLANTING NOTES

SHEET NO:

L-2.0

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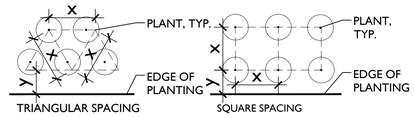
PLANT LEGEND

*WUCCODE	BOTANICAL NAME	COMMON NAME	SIZE	CHARACTER
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UNIVERSITY OF CALIFORNIA COOPERATIVE EXTENSION, L.R. COSTELLO, K.S. JONES

PLANT SPACING AND PLANTING SETBACK DIAGRAM



1. FOR SPACING 'X', SEE PLANTING PLAN LEGEND
2. Y= 1/2X + 12" UON

REFERENCE NOTES

(1) WATERPROOFING OF ROOF TOP PLANTER BY ARCHITECT - INSTALL WITH SUITABLE DRAINAGE SYSTEM AND LIGHT WEIGHT SOIL MIX ENGINEERED FOR MAXIMUM ALLOWABLE SATURATED SOIL WEIGHT PER STRUCTURAL DESIGN - MINIMUM SOIL DEPTH TO BE 12".

MWELO COMPLIANCE STATEMENT

I HAVE COMPLIED WITH THE CRITERIA OF THE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN.

SIGNED	NAME	CLA#	DATE
	SIMON PHILLIPS	4532	10-31-2025

SCALE: 3/16"= 1'-0"

0 4 8 16 N

ATTACHMENT 8

SEVEN SPRINGS STUDIO
LANDSCAPE ARCHITECTS

2548 EMPIRE GRADE
SANTA CRUZ, CA 95060
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LICENSED LANDSCAPE ARCHITECT
SIMON PHILLIPS
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SHEET NAME:

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WATER EFFICIENT LANDSCAPE WORKSHEET - RESIDENTIAL

Project Name Diamond Residence
Project Number 25-28
Reference Evapotranspiration (ETo) 49.70

Hydrozone # /Planting Description[a]	Plant Factor (PF)	Irrigation Method[b]	Irrigation Efficiency (IE)[c]	ETAF (PF/IE)	Landscape Area (sq ft)	ETAF x Area	Estimated Total Water Use (ETWU)[d]
Regular Landscape Areas							
1 ADU Roof Terrace	0.3	drip	0.81	0.37	213	78.89	2430.88
2 ADU Planting	0.3	drip	0.81	0.37	167	61.85	1905.90
3 Back Garden	0.3	drip	0.81	0.37	648	240.00	7395.36
				Totals (A)	1028 (B)	380.74	11732.15
Special Landscape Areas							
				1.00		0.00	0.00
				Totals (C)	0 (D)	0.00	0.00
						ETWU Total (Gallons)	11732.15
						Maximum Allowed Water Allowance (MAWA)[e] (Gallons)	17422.24
						ETWU (Acre Feet)	0.04
						MAWA (Acre Feet)	0.05

[a]Hydrozone #/Planting Description E.g 1.) front lawn 2.) low water use plantings 3.) medium water use planting

[b]Irrigation Method overhead spray or drip

[c]Irrigation Efficiency 0.75 for spray head 0.81 for drip

[d]ETWU **(Annual Gallons Required) =** *Eto x 0.62 x ETAF x Area* where 0.62 is a conversion factor that converts acre-inches per acre per year to gallons per square foot per year.

[e]MAWA (Annual Gallons Allowed) = *(Eto) (0.62) [(ETAF x LA) + ((1-ETAF) x SLA)]* where 0.62 is a conversion factor that converts acre-inches per acre per year to gallons per square foot per year, LA is the total landscape area in square feet, SLA is the total special landscape area in square feet, and ETAF is .55 for residential areas and 0.45 for non-residential areas.

ETAF Calculations

Regular Landscape Areas

Total ETAF x Area	(B)	380.74
Total Area	(A)	1028.00
Average ETAF	**B ÷ A**	0.37

Average ETAF for Regular Landscape Areas must be 0.55 or below for residential areas, and 0.45 or below for non-residential areas.

All Landscape Areas

Total ETAF x Area	(B+D)	380.74
Total Area	(A+C)	1028.00
Sitewide ETAF	**(B+D) ÷ (A+C)**	0.37

GENERAL NOTES

1. WARRANTY:
CONTRACTOR TO WARRANT THE IRRIGATION SYSTEM FOR ONE YEAR FOLLOWING INSTALLATION FROM DATE OF ACCEPTANCE. SYSTEM SHALL BE WARRANTIED FOR DEFECTIVE MATERIALS AND INSTALLATION ISSUES.

2. VERIFICATION:
FOR NEW SYSTEMS, DESIGN IS BASED ON 40 P.S.I. AND 20.P.M. REQUIRED AT DISCHARGE OUTLET OF POINT OF CONNECTION. VERIFY SAME AND NOTIFY OWNER'S REPRESENTATIVE IF SUCH DATA ADVERSELY AFFECTS THE OPERATION OF THE SYSTEM. SUCH NOTICE SHALL BE MADE IN WRITING AND PRIOR TO COMMENCING ANY IRRIGATION WORK.

3. UTILITIES:
VERIFY LOCATION OF ALL ON-SITE UTILITIES. PRESERVE AND PROTECT ALL SUCH UTILITIES UNLESS OTHERWISE NOTED. RESTORE DAMAGED UTILITIES TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE, AND AT NO ADDITIONAL COST TO THE OWNER.

4. SCHEMATIC:
SYSTEM FEATURES ARE SHOWN SCHEMATICALLY FOR GRAPHIC CLARITY. INSTALL ALL PIPING AND VALVES IN COMMON TRENCHES WHERE FEASIBLE AND INSIDE PLANTING AREAS ADJACENT TO WALKWAYS AND INSIDE MEDIANS WHENEVER POSSIBLE.

5. CODES:
IRRIGATION SYSTEM SHALL BE INSTALLED IN ACCORDANCE WITH ALL LOCAL CODES AND MANUFACTURER'S SPECIFICATIONS. NOTIFY OWNER'S REPRESENTATIVE BY TELEPHONE AND IN WRITING OF ANY CONFLICTS PRIOR TO INSTALLATION.

6. MASTER VALVE / FLOW SENSOR:
a. CONNECT MASTER VALVE, AND FLOW SENSOR IF INCLUDED, TO CONTROLLER WITH COMMUNICATION CABLE. SEE IRRIGATION DETAILS. INSTALL IN DEDICATED 1" DIAMETER PVC CONDUIT.
b. NORMALLY CLOSED MASTER VALVES: IF IRRIGATION CONTROLLER DOES NOT HAVE A MASTER VALVE OVER-RIDE FUNCTION / PROGRAM, THEN DEDICATE ONE STATION TO QUICK COUPLER USE.

7. CHECK VALVES:
INSTALL IN-LINE CHECK VALVES IN DRIP IRRIGATION SUPPLY LINES, AS REQUIRED TO MINIMIZE LINE DRAINAGE. ALLOW IN BID PRICE AN AMOUNT SUFFICIENT TO PROVIDE AND INSTALL ADDITIONAL CHECK VALVES TO ACCOMMODATE ANY NECESSARY FIELD CHANGES.

8. BORING
JET BORE OR DIRECTIONAL BORE UNDER EXISTING RIGID PAVING AREAS. DO NOT TRENCH ACROSS UNLESS SPECIFICALLY SHOWN ON THE DRAWINGS AND/OR APPROVED IN WRITING BY THE OWNER'S REPRESENTATIVE.

9. SLEEVING:
SCH. 40 PVC PIPE FOR ALL WIRING AND IRRIGATION LINES INSTALLED UNDER PAVING AREAS AND THAT PASS THROUGH DRAINAGE TRENCHES WITH DRAIN ROCK. 4-INCH DIA. OR TWICE THE AGGREGATE DIAMETER OF ALL PIPES CONTAINED WITHIN THE SLEEVE, WHICHEVER IS GREATER. INSTALL (WITH ENDS CLEARLY MARKED ABOVE GRADE) AT THE NECESSARY DEPTH PRIOR TO THE CONSTRUCTION OF PAVING AREAS OR FIELD BASES. SLEEVING TO EXTEND 12-INCHES FROM EDGE OF PAVING OR DRAINAGE TRENCH INTO ADJACENT SUBGRADE. NO UNSLEEVED PIPING, ANGLE-BENDS, 90-DEGREE BENDS, OR JOINTS SHALL BE ALLOWED UNDER PAVING.

10. DRIP VALVES
GROUP DRIP VALVE RUN TIMES TOGETHER IF REQUIRED TO ENSURE THE MINIMUM FLOW AS REQUIRED BY THE FLOW SENSOR. INSTALL AIR RELIEF VALVES ON ALL DRIP ZONES - AIR RELIEF VALVES TO BE PLACED AT THE HIGH POINT OF THE ZONE. INSTALL FLUSH PORTS AT THE ENDS OF ALL DRIP SUPPLY LINES AND CHECK VALVES IN SYSTEMS ON SLOPES TO PREVENT WET AREAS AT THE BOTTOM OF THE SYSTEM.
INSTALL DRIP LINES PARALLEL TO THE NATURAL SLOPE OF THE PLANTING AREA WHERE POSSIBLE.

11. CONTROLLER:
INSTALL CONTROLLER AS SHOWN ON THE DRAWINGS. ALL ABOVE-GRADE CONDUIT SHALL BE RIGID STEEL SECURELY FASTENED TO STRUCTURE AND TO CONTROLLER.

12. PROGRAMMING / SCHEDULING:
a. SET UP ESTABLISHMENT IRRIGATION SCHEDULES FOR OPTIMUM PLANT GROWTH BASED ON ANTICIPATED WEATHER OVER THE MAINTENANCE PERIOD, WATER USE OF PLANTINGS (SEE PLANTING PLAN LEGEND) AND SUN EXPOSURE. ASSUME THE SOIL TYPE TO BE A SANDY LOAM.
b. CONTROLLERS: PRIOR TO THE END OF THE MAINTENANCE PERIOD, PROGRAM THE CONTROLLER PER MANUFACTURER'S DIRECTIONS.
c. DO NOT CYCLE DRIP IRRIGATION APPLICATION MORE THAN ONCE PER DAY, ADJUST LENGTH OF RUN TIME TO PROVIDE THE REQUIRED VOLUME OF WATER IN ONE CYCLE.

13. VALVE BOXES:
CONTRACTOR TO INSTALL ALL VALVE BOXES A MINIMUM OF 18" FROM ADJACENT WALKS, WALLS AND PAVING EDGES. BOXES TO BE INSTALLED PERPENDICULAR TO THE ADJACENT EDGE WITH THE SHORT END OF THE BOX RUNNING PARALLEL TO THE EDGE. WHEN MULTIPLE BOXES ARE INSTALLED TOGETHER SEPARATE BOXES BY A MINIMUM OF 12". VALVE BOXES ARE TO BE INSTALLED WITH RODENT SCREENS CONSISTING OF HOT DIPPED GALVANIZED WELDED WIRE MESH AND FILTER FABRIC.

14. OVERHEAD IRRIGATION HEADS:
OVERHEAD IRRIGATION HEADS SHALL BE SETBACK A MINIMUM OF 24" FROM ANY IMPERVIOUS HARDSCAPE UNLESS THE HARDSCAPE IS GRADED TO DRAIN BACK TOWARD THE PLANTING AREA. IF MULTI-STREAM, MULTI-TRAJECTORY ROTATING (MSMTR) HEADS ARE SPECIFIED WHICH MINIMIZE OVERSPRAY AND RUNOFF THIS SETBACK IS REDUCED TO 6". HUNTER MP ROTATORS ARE CONSIDERED MSMTR HEADS. TURF STRIPS OR OTHER AREAS SHALL NOT BE LESS THAN 10' IN ANY DIRECTION IF IRRIGATED WITH OVERHEAD SPRAY.

15. SYSTEM FLUSHING:
PRIOR TO INSTALLATION OF VALVES CONTRACTOR SHALL FLUSH MAIN LINE. CONTRACTOR TO INSTALL FLUSH PORTS AT THE END OF ALL DRIP LINES FOR FUTURE MAINTENANCE USE. ENTIRE SYSTEM TO BE FLUSHED AT THE COMPLETION OF INSTALLATION.

16. PRESSURE TEST:
CONTRACTOR SHALL PRESSURE TEST THE MAIN LINE PRIOR AT A MINIMUM OF 100 PSI FOR 2 HOURS PRIOR TO BACKFILLING TRENCHES. SECURE PIPE AS NEEDED PRIOR TO PRESSURE TESTING.

17. AS BUILTS:
AT COMPLETION OF PROJECT CONTRACTOR SHALL PROVIDE TO OWNER AN AS BUILT DRAWING SHOWING DIMENSIONS OFF SITE FEATURES OR BUILDING WALLS TO MAIN LINE TRENCHES. AS BUILT PLAN TO SHOW VALVE LOCATIONS AND NUMBERS AS SEQUENCED WITH THE IRRIGATION CONTROLLER.

18. HEAD ALLOWANCE:
ALLOW IN BID PRICE AN AMOUNT SUFFICIENT TO PROVIDE AND INSTALL AN ADDITIONAL 5 SPRINKLER HEADS OF EACH TYPE SPECIFIED ON PLAN TO ACCOMMODATE FIELD CHANGES. THESE HEADS SHALL BE LOCATED AS DIRECTED BY THE OWNER'S REPRESENTATIVE. DELIVER TO THE OWNER ANY UNUSED ADDITIONAL HEADS AT THE END OF THE MAINTENANCE PERIOD.

19. FIELD VERIFICATION:
FIELD VERIFY DIMENSIONS OF ALL PLANTING AREAS TO RECEIVE SPRINKLER IRRIGATION. DETERMINE NOZZLE PATTERN (1/2 HEAD, 1/4 HEAD, ADJUSTABLE ARC, ETC.) BASED ON FIELD CONDITIONS. ADJUST ALL NOZZLES IN FIELD FOR OPTIMAL COVERAGE AND TO PREVENT OVERSPRAY ONTO WALKS, PAVED AREAS, BUILDINGS, ETC.

20. VALVE TUNING
FOR SPRINKLER CIRCUITS ADJUST FLOW CONTROL ON VALVES, IF REQUIRED, TO OPTIMIZE COVERAGE AND MINIMIZE MISTING.

21. POP-UP HEIGHT:
USE 6" POP-UP SPRAYS IN TURF AREAS AND 12" POP-UP SPRAYS IN THE REMAINING PLANTING AREAS, UNLESS OTHERWISE NOTED. SEE LEGEND FOR POP-UP ROTOR HEIGHT.

22. POP-UP LOCATION:
DISTANCE OF POP-UP SPRINKLER FROM PAVING OR HEADERBOARD IS EQUAL TO:
a. MINIMUM 24" IF ADJACENT NON-PERMEABLE SURFACE DRAINS AWAY FROM PLANTING.
b. 2" / POP-UP HEIGHT IF ADJACENT NON-PERMEABLE SURFACE DRAINS ENTIRELY TO PLANTING.
c. 2" / POP-UP HEIGHT IF ADJACENT SURFACE IS PERMEABLE AND NO RUNOFF OCCURS.

23. PRESSURE REGULATION
ALL SPRAYS AND STREAM ROTORS SHALL BE INSTALLED WITH PRESSURE REGULATING SCREENS OR HAVE PRESSURE REGULATED BODIES.

LEGEND

SYMBOL	MANUFACTURER	DESCRIPTION
		MAIN LINE: 18" MINIMUM COVER. SCH/CLASS FOR PIPE / FITTINGS PER TABLE, BELOW. 1" SCH 40 UNLESS OTHERWISE NOTED.
— w — w — w — w —		POTABLE SERVICE TO HOUSE: 2" DIA. SEE CIVIL DRAWINGS.
		LATERAL LINE / DRIP IRRIGATION SUPPLY LINE: 18" MIN. COVER, 24" UNDER AC PAVING SCH 40. SEE CHART FOR SIZE.
E		STUB OUT: WITH LINE SIZED BALL VALVE AND CAP AT END OF MAINLINE.
	NDS	FULL PORT, TRUE UNION, PVC BALL VALVE: LINE SIZE
B	FEBCO	EXISTING BACKFLOW PREVENTER AT IRRIGATION POINT OF CONNECTION.
C	HUNTER	CONTROLLER WITH MV TERMINAL, WALL MOUNT, 24 STATIONS. MODEL # PRO-C
M	METER	EXISTING WATER METER
HB	HOSE BIBB	MOUNT HOSE BIBB ON 4X4 REDWOOD POST - 24" ABOVE GRADE.
POC	POC	POINT OF CONNECTION

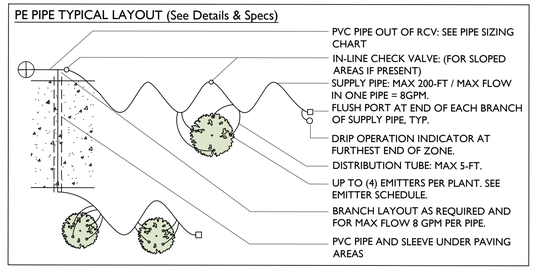
TOTAL IRRIGATED LANDSCAPE AREA=0.02 AC. ANNUAL WATER REQUIREMENT=0.04 ACRE-FEET

LEGEND - DRIP IRRIGATION

SYM	MANUFACTURER	DESCRIPTION
ZONE DESIGNATION (ZONE 00)		POINT-SOURCE: 3/4" I.D. PE SUPPLY PIPE & 1/4" I.D. PE DISTRIBUTION TUBES. SEE SPECS. SEE IRRIGATION DETAILS. EMITTERS: 2.0 GPH PRESSURE COMPENSATING W/ BUG/DUST CAP. RAINBIRD XERI-BUG / TORO NGE / NETAFIM WPC. SEE EMITTER SCHEDULE. MANUAL FLUSH VALVE AT END OF EACH BRANCH OF SUPPLY PIPE. RAINBIRD DRIP OPERATION INDICATOR AT FURTHEST END OF EACH ZONE. SEE SCHEMATIC IRRIGATION DIAGRAM.
		NETAFIM HIGH FLOW CONTROL ZONE KIT W/ DISC FILTER (4.5-17.6 GPM). LOW FLOW KIT W/ DISC FILTER (0.25-4.4 GPM)
01	NETAFIM / RAINBIRD / TORO PRE-ASSEMBLED KIT	RAINBIRD XCZLF-100- / XCZ-075 CONTROL ZONE KIT. PRBR FILTER. -100 > 5.0 GPM, -075 < 5.0 GPM AS REQUIRED PER ZONE
		TORO DZK-TPV-1-LF / MF DRIP ZONE VALVE KIT. MF > 4.5 GPM LF < 4.5 GPM AS REQUIRED PER ZONE

DRIP IRRIGATION POINT SOURCE TYP. SCHEMATIC DIAGRAM	EMITTER SCHEDULE	
SEE PLANTING PLAN FOR PLANT SIZES AND LOCATIONS. PE SUPPLY PIPE AND PE DISTRIBUTION TUBE ALIGNMENTS PER REQUIREMENTS OF PLANTING. INSTALL EMITTERS PER EMITTER SCHEDULE, AND ALLOW FOR ADDITIONAL PORTS TO EACH PLANT FOR FUTURE NEEDS. LOCATE EMITTERS TOWARDS THE UPHILL SIDE OF PLANTS ON SLOPES. SEE IRRIGATION DETAILS.	1 GAL.	1
	5 GAL.	2
	15 GAL.	3
	24" BOX	4

PE PIPE TYPICAL LAYOUT (See Details & Specs)



PIPE SIZING CHART - SCHEDULE 40 POINT-SOURCE DRIP SUPPLY LINES	
Zone / Partial Zone Flow	Pipe Size
0-8 GPM	PVC 3/4"
8.1-13 GPM	PVC 1"
13.1-22 GPM	PVC 1-1/4"
22.1-30 GPM	PVC 1-1/2"
3/4" IS MINIMUM PIPE SIZE.	

HYDROZONE LEGEND

WATER USE	VALVE NUMBER	AREA
LOW WATER USE	1, 2, 3, 4	990 SF

MWELO COMPLIANCE STATEMENT

I HAVE COMPLIED WITH THE CRITERIA OF THE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN.

Signed	Simon Phillips	4532	10-31-2025
	Name	CLA#	Date

ATTACHMENT 8
SEVEN SPRINGS STUDIO
LANDSCAPE ARCHITECTS
2548 EMPIRE GRADE
SANTA CRUZ, CA 95060
831.466.9617

LICENSED LANDSCAPE ARCHITECT SIMON PHILLIPS NO. 4532 Signature 11-30-27 Renewal Date 10-31-25 Date STATE OF CALIFORNIA

PROJECT NAME:
DIAMOND ADU

PROJECT ADDRESS:
SCENIC ROAD, 5 NW of 8TH AVE
CARMEL, CA 93923
APN: 010-312-012

ISSUANCE:
PLANNING DEPARTMENT SUBMITTAL

PROJECT NO: 2025-28
DATE: 10/31/2025

REVISIONS:

DATE	DESCRIPTION
01/16/2026	CITY RESUBMITTAL

SHEET NAME:
IRRIGATION NOTES

SHEET NO:
L-3.0

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LEGEND

SYMBOL MANUFACTURER DESCRIPTION

X"		MAIN LINE: 18" MINIMUM COVER. SCH/CLASS FOR PIPE / FITTINGS PER TABLE, BELOW. 1" SCH 40 UNLESS OTHERWISE NOTED.
— w — w — w —		POTABLE SERVICE TO HOUSE: 2" DIA. SEE CIVIL DRAWINGS.
		LATERAL LINE / DRIP IRRIGATION SUPPLY LINE: 18" MIN. COVER, 24" UNDER AC PAVING SCH 40. SEE CHART FOR SIZE.
		STUB OUT: WITH LINE SIZED BALL VALVE AND CAP AT END OF MAINLINE.
	NDS	FULL PORT, TRUE UNION, PVC BALL VALVE: LINE SIZE
B	FEBCO	EXISTING BACKFLOW PREVENTER AT IRRIGATION POINT OF CONNECTION.
C	HUNTER	CONTROLLER WITH MV TERMINAL, WALL MOUNT, 24 STATIONS. MODEL # PRO-C
M	METER	EXISTING WATER METER
HB	HOSE BIBB	MOUNT HOSE BIBB ON 4X4 REDWOOD POST - 24" ABOVE GRADE.
POC	POC	POINT OF CONNECTION

TOTAL IRRIGATED LANDSCAPE AREA=0.02 AC. ANNUAL WATER REQUIREMENT=0.04 ACRE-FEET

LEGEND - DRIP IRRIGATION

SYM MANUFACTURER DESCRIPTION

ZONE DESIGNATION (ZONE 00)		POINT-SOURCE: 3/4" I.D. PE SUPPLY PIPE & 1/4" I.D. PE DISTRIBUTION TUBES. SEE SPECS. SEE IRRIGATION DETAILS. EMITTERS: 2.0 GPH PRESSURE COMPENSATING W/ BUG/DUST CAP. RAINBIRD XERI-BUG / TORO NGE / NETAFIM WPC. SEE EMITTER SCHEDULE. MANUAL FLUSH VALVE AT END OF EACH BRANCH OF SUPPLY PIPE. RAINBIRD DRIP OPERATION INDICATOR AT FURTHEST END OF EACH ZONE. SEE SCHEMATIC IRRIGATION DIAGRAM.
		NETAFIM HIGH FLOW CONTROL ZONE KIT W/ DISC FILTER (4.5-17.6 GPM). LOW FLOW KIT W/ DISC FILTER (0.25-4.4 GPM)
01	NETAFIM / RAINBIRD / TORO PRE-ASSEMBLED KIT	RAINBIRD XCZLF-100- / XCZ-075 CONTROL ZONE KIT. PRBR FILTER. -100 > 5.0 GPM, -075 < 5.0 GPM AS REQUIRED PER ZONE
		TORO DZK-TPV-1-LF / MF DRIP ZONE VALVE KIT. MF > 4.5 GPM LF < 4.5 GPM AS REQUIRED PER ZONE

SCALE: 3/16"= 1'-0"

0 4 8 16

N

SEVEN SPRINGS STUDIO
LANDSCAPE ARCHITECTS

2548 EMPIRE GRADE
SANTA CRUZ, CA 95060
831.466.9617

LICENSED LANDSCAPE ARCHITECT
SARAH PHILLIPS
NO. 6525
Signature
11-30-27
Renewal Date
10-31-25
Date
STATE OF CALIFORNIA

PROJECT NAME:

DIAMOND ADU

PROJECT ADDRESS:

SCENIC ROAD, 5 NW of 8TH AVE
CARMEL, CA 93923
APN: 010-312-012

ISSUANCE:

PLANNING DEPARTMENT SUBMITTAL

PROJECT NO: 2025-28
DATE: 10/31/2025

REVISIONS:

DATE	DESCRIPTION
01/16/2026	CITY RESUBMITTAL

SHEET NAME:

IRRIGATION PLAN

SHEET NO:

L-3.1

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CITY OF CARMEL-BY-THE-SEA
City Council
Staff Report

June 1, 2026
PUBLIC HEARINGS

TO: Honorable Mayor and City Council Members

SUBMITTED BY: Katherine Wallace, Associate Planner

APPROVED BY: Brandon Swanson, Acting City Administrator

SUBJECT: Resolution 2026-034 - Consideration of an appeal, APP 26148 (Stonehouse Terrace), by Esperanza Carmel Commercial LLC, of the Historic Resources Board's April 20, 2026 decision to support a property owner-sponsored National Register of Historic Places Nomination for the "Reimers' Stonehouse Terrace" located at San Carlos Street 2 southwest of 7th Avenue in the Service Commercial (SC) District. APN: 010-145-018-000. Consideration of options including a resolution to deny the appeal, a resolution to grant the appeal, or other actions related to the appeal as directed by Council.

RECOMMENDATION:

Staff recommends the Council take one of the following actions:

1. Motion to Adopt a Resolution (**Attachment 1**) to: 1) find, pursuant to CEQA regulations, consideration of APP 26148 (Stonehouse Terrace) is “not a project” as defined in Public Resources Code section 21065 and section 15378 of the CEQA guidelines; 2) deny the appeal (APP 26148, Stonehouse Terrace) of the action taken by the Historic Resources Board on April 20, 2026; 3) provide comments on the pending “Reimers’ Stonehouse Terrace” National Register of Historic Places Nomination; and 4) issue a Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources for the property located at San Carlos Street 2 southwest of 7th Avenue in the Service Commercial (SC) District, APN: 010-145-018-000.

OR

2. Motion to Adopt a Resolution (**Attachment 2**) to: 1) find, pursuant to CEQA regulations, consideration of APP 26148 (Stonehouse Terrace) is “not a project” as defined in Public Resources Code section 21065 and section 15378 of the CEQA guidelines; 2) grant the appeal (APP 26148, Stonehouse Terrace) of the action taken by the Historic Resources Board on April 20, 2026; 3) provide comments on the pending “Reimers’ Stonehouse Terrace” National Register of Historic Places Nomination; and 4) issue a Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources for the subject property located at San Carlos Street 2 southwest of 7th Avenue in the Service Commercial (SC) District, APN: 010-145-018-000.

BACKGROUND / SUMMARY:

Background/Summary:

The City Council is being asked to consider an appeal (APP 26148) of the Historic Resources Board's April 20, 2026 decision to support a property owner-sponsored National Register of Historic Places Nomination for the "Reimers' Stonehouse Terrace” property located at San Carlos Street 2 southwest of 7th Avenue.
Historic evaluations in Carmel-by-the-Sea are typically conducted at the request of a property owner. However, in this case, the City initiated a historic evaluation of the property after receiving a notice from the California Office of Historic Preservation (OHP), dated February 26, 2026 (**Attachment 3**) regarding a property owner-sponsored National Register of Historic Places Nomination (**Attachment 4**) agendized for consideration by the State Historical Resources Commission (SHRC) on May 7, 2026. The letter from OHP contained requests for staff comments and Historic Resources Board comments on the pending Nomination.

As the subject property had not previously been assessed as a potential historic resource eligible for listing on the Carmel Inventory, the City engaged Margaret Clovis, a City-contracted qualified professional, to prepare an intensive survey. Per Carmel-by-the-Sea Municipal Code (CMC) Section 17.32.060.B.5 (Intensive Survey), intensive surveys are required to be performed by a qualified professional.

As part of the intensive survey, Ms. Clovis prepared a Department of Parks and Recreation (DPR) 523 Form (**Attachment 5**) and determined that, although the 1977 “Reimers’ Stonehouse Terrace” appears significant as a good example of the Organic style designed by significant local architect Olof Dahlstrand, it is ineligible for listing on the Carmel Inventory at this time having not yet reached 50 years of age. Therefore, staff prepared a Determination of Ineligibility (**Attachment 6**) for the HRB with a custom expiration date aligning with the development’s 50-years-of-age mark: October 21, 2027.

Staff presented the Determination of Ineligibility and presented the State’s National Register Nomination review and comment request to the Historic Resources Board at the Board’s regular April 20, 2026 meeting, along with a staff report (**Attachment 7**) addressing the above-stated documents. It was the Board’s decision not to issue the

Determination of Ineligibility for listing on the Carmel Inventory. Further, Board members expressed support for adding the property to the Carmel Inventory at a future date.

The three members of the Board in attendance unanimously supported the National Register Nomination and passed a motion made by Vice Chair Dyar "to recommend the Stonehouse building go on the National Registry and we support the application and the report by Barbara Lamprecht." The Board meeting recording is available online here (meeting recording time stamp 1:28:38), and adopted minutes are provided as **Attachment 8**.

On April 29, 2026, City staff relayed the Board's comments on the pending National Register Nomination – along with staff comments – to the State OHP for inclusion in the SHRC May 7, 2026 hearing item packet. The City's comment letter (**Attachment 9**) contained the following comments:

1. *Staff Comments:*

The "Reimers' Stonehouse Terrace" property located at San Carlos Street 2 southwest of 7th Avenue has not yet reached 50 years of age and does not appear to be of exceptional importance to the City, State, or nation based on input from the City's contracted professional historian. However, when the property does reach 50 years of age, on October 21, 2027, it appears eligible for listing on the Carmel Inventory of Historic Resources under Criterion C (Architecture), as a good example of the Organic style designed by significant local architect Olof Dahlstrand. Staff comments (Attachment A, "April 20, 2026 HRB Staff Report") are supported by the findings of a City-contracted qualified professional, Ms. Margaret Clovis (Attachment B, "DPR 523 Form prepared by Ms. Clovis").

2. *Historic Resources Board Comments:*

The HRB considered the "Reimers' Stonehouse Terrace" National Register Nomination and the City staff-prepared draft "Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources" during the Board's Regular Meeting on April 20, 2026. The Board did not issue the Determination of Ineligibility for listing on the Carmel Inventory, nor did the Board take action to list the property on the Carmel Inventory, though Board Members expressed support for adding it at a future date.

The three members of the Board in attendance unanimously supported the National Register Nomination; a motion was passed recommending listing on the National Register and supporting the Nomination prepared by Barbara Lamprecht. Prior to the motion, Board Members provided comments in support of the Nomination, summarized as follows: Olof Dahlstrand, a master architect and prominent civic leader who served on the Carmel Planning Commission and City Council, created an outstanding, forward-thinking, adaptive re-use design for the Reimers, a longtime Carmel family since the 1920s, by integrating old and new to combine retail, office

and living space around a central landscaped courtyard – a typology specific to Carmel.

The City's comment letter additionally explained that, per CMC Sections 17.54.010.B and 17.54.040.C, actions taken by the Historic Resources Board are appealable to the City Council.

On April 30, 2026, the City received a timely appeal, APP 26148 (**Attachment 10**, see Staff Analysis section below), and subsequently sent a follow-up letter to the State OHP (**Attachment 11**), notifying the State that an appeal had been received and therefore the City's consideration of the Nomination was not yet complete. The "Reimers' Stonehouse Terrace" National Register Nomination was ultimately pulled from the SHRC's May 7, 2026 agenda and continued to the next Commission meeting (August 6-7, 2026) due to incomplete noticing to all property owners (**Attachment 12**).

The matter of multiple property owners (not all of whom were involved in the preparation and submission of the National Register Nomination to the State) arose during the City's review process. Unlike the City's local Inventory, where properties may be listed despite owner objection, private properties may not be listed on the National Register over the objection of its owner, or in the case of a property with multiple owners, over the objection of a majority of owners. Following the April 20, 2026 Historic Resources Board meeting, the City received confirmation that the National Register Nomination will not face owner objection. In the scenario the SHRC supports the Nomination, a nomination file would be submitted by the State OHP to the "Keeper of the National Register" who has 45 days to determine listing on the National Register of Historic Places.

CITY COUNCIL CONSIDERATION AND IDENTIFIED OPTIONS ON ACTION

Based on the analysis below, staff provides two potential options for the City Council to consider; deny or grant the appeal. In either case, staff recommends the City Council also consider providing comments to State OHP and issuing a Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources.

Denial of the Appeal. As discussed below and demonstrated in Attachment 1, if Council finds the appeal has no merit, then the appeal must be denied.

Grant of the Appeal. If after considering the facts presented and public testimony provided during the hearing, Council finds that the appeal has merit, then the option to grant the appeal can move forward through adoption of the draft resolution found as Attachment 2.

Provide Comments to OHP/SHRC. As discussed above, the City provided comments to State OHP and SHRC on April 29, 2026, that included Staff Comments supported by the findings of a City-contracted qualified professional and HRB Comments as provided at their April 20, 2026 meeting. Regardless of denying or granting the appeal, staff recommends Council provide comments as part of their action to either: confirm/agree

with the HRB comments relayed in April 29th comment letter, provide additional/supplemental comments or replace and provide revised comments altogether.

Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources. Pursuant to CMC Section 17.32.040.H, a resource less than 50 years old may be eligible if it is of exceptional importance to the City, State, or nation. The City-contracted qualified professional found that although the subject property appears to be eligible upon reaching 50 years of age, it does not qualify for listing prior to 50 years of age as an exceptional resource. Therefore, the Council should consider issuing a Determination of Ineligibility with a custom expiration date aligning with the 50 years of age date.

STAFF ANALYSIS

Response to Historic Resources Board Direction

During the April 20, 2026 Stonehouse Terrace discussion, Historic Resources Board members requested Ms. Clovis conduct additional research and revise her DPR Form to reflect the findings of the Board, summarized as follows: *Olof Dahlstrand, a master architect and prominent civic leader who served on the Carmel Planning Commission and City Council, created an outstanding, forward-thinking, adaptive re-use design for the Reimers, a longtime Carmel family since the 1920s, by integrating old and new to combine retail, office and living space around a central landscaped courtyard – a typology specific to Carmel.*

Upon review of the discussion and the Board's request, with the knowledge the matter of Stonehouse Terrace's historicity would be heard by the Council, and at the request of the Planning Division, Ms. Clovis prepared an addendum memorandum (**Attachment 13**) for the Council's consideration. The memorandum responds to the Boards' request for additional information and reaffirms Ms. Clovis' independent conclusion that the property is not eligible for listing (on local, state, or federal registries) at this time. Planning staff concurs with Ms. Clovis' assessment.

Staff Summary and Response to Appeal APP 26148

Per CMC Section 17.54.010.B, *The findings and actions of the Historic Resources Board shall be final and conclusive from and after the date of final action unless an appeal is filed with the City Council or the Coastal Commission pursuant to CMC § 17.54.040(C) or 17.54.040(D), 17.54.050 and the provisions in this chapter*. Per CMC Section 17.54.040C, *Appeals to the City Council, decisions to approve or deny projects made by the Planning Commission, Forest and Beach Commission or the Historic Resources Board may be appealed to the City Council by filing a notice of appeal in writing in the office of the City Clerk within 10 working days following the date of action by the decision-making body and paying the required filing fee as established by City Council resolution.*

Esperanza Carmel Commercial LLC filed APP 26148 on April 30, 2026, prior to the

close of the ten working day appeal period which concluded on May 4, 2026. The appeal form includes the date of decision being appealed (April 20, 2026) and the specific action or decision being appealed: (2026-001-HRB, HE 26090 Stonehouse Terrace). Staff note: The HRB did not adopt Resolution 2026-001-HRB, however, the City's legal counsel confirmed the HRB's action constituted an appealable action.

The five primary claims of the Esperanza appeal are directly quoted below, followed by individual staff responses to each claim.

A. Claim: The HRB lacks authority under CMC Chapter 2.74 to send a support letter, especially one that gives the reader the impression that a building will, in the future, be listed as a historic resource.

   Staff response: This appeal contention has no merit. CMC Section 2.74.020, Duties and Powers of the Historic Resources Board, defines the duties, powers and responsibilities of the Historic Resources Board. The subsections of CMC Section 2.74.020 do not specify the Board's role in the review and comment of pending State or National Register nominations, however, CMC Section 2.74.020A identifies the Board's power "to administer the historic preservation program pursuant to this chapter."

   The referenced chapter is CMC Chapter 17.32, Historic Preservation. CMC Section 17.32.010.E states that "Participating in Federal and State preservation processes and programs" is one of the purposes of the historic preservation ordinance. Therefore, the Board's participation in the State/Federal preservation process by considering and providing comment on a pending nomination is appropriate. The State OHP prompted the Board's participation by sending the City the review and comment notification letter (refer to **Attachment 3**), which states, "*Pursuant to the National Historic Preservation Act of 1966, as amended, we have also provided a copy of the nomination to your local preservation commission. Your local preservation commission may comment on whether the nominated property, in its opinion, meets the criteria for the National Register and forward their comments to [staff]. Please transmit your local preservation commission's comments with your comments to California State Parks…*"

B. Claim: A letter supporting the eligibility of a property as a Carmel Historical Resource that is currently ineligible for consideration, is both speculative and presumptive declaring the outcome of a future HRB action.

   Staff response: This appeal contention has no merit. The property *is* eligible for consideration as a historic resource. The Land Use and Community Character Element of the General Plan/Coastal Land Use Plan describe that, *"When evaluating resources for potential historic value, the threshold of 50 years old is often used by historic resource professionals as a trigger that such a review is needed. The passing of fifty years provides sufficient time for evaluators to determine whether a particular resource may have become significant in a particular context. Of course, it is also important that decision makers have the*

discretion and ability based on the recommendation of a qualified professional to determine that resources less than 50 years old are historic, as sometimes a younger resource does rise to a level of historic significance. The Carmel LCP provides the appropriate policies and procedures to allow evaluation of potential historic resources, whether older than 50 years or not. (LUP)"

Per CMC Section 17.32.060B.1, historic evaluations "as initiated by the Department" shall be conducted to determine whether properties may have historic resource potential. CMC Section 17.32.040.C specifies that eligible resources *should be a minimum of 50 years of age*, however, they are not required to be. CMC Section 17.32.040.H offers further clarification, specifying (emphasis added), *A resource less than 50 years old may be eligible if it is of exceptional importance to the City, State, or nation based on its unusually strong contribution to history, architecture, engineering or culture, or because it is an integral part of an historic district.*

C. Claim: HRB advisory authority runs internally and its activities are limited to serving in an advisory capacity for the Planning Commission and City Council, and does not extend to external state bodies.

Staff response: This appeal contention has no merit. See section "A" above.

D. Claim: The HRB support letter potentially could direct harm to Appellant's pending discretionary applications and CEQA Categorical Exemption status by the HRB action that exceeds their authority.

Staff Response: This appeal contention has no merit. As demonstrated in Section "A" above, the HRB has the authority provide comments to State OHP. Further, the CEQA action on the pending discretionary application referenced by the appellant is not final nor does the comment letter from the HRB involve the pending project. Pursuant to CEQA Guidelines, environmental review shall commence once a discretionary project is deemed complete and prior to approving the project, the decision making body shall either find the project categorically or statutorily exempt, adopt a negative declaration or mitigated declaration or certify a final environmental impact report.

E. Claim: The HRB issuance of a support letter directly violates proper public notice requirements.

Staff response: This appeal contention has no merit. The item before the HRB provided the required public notice (published in the Pine Cone on April 10, 2026) which read:

> *"Consideration of a property owner-sponsored National Register of Historic Places Nomination and a City-initiated Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources for the "Reimers' Stonehouse Terrace" located at San Carlos Street 2 southwest*

of 7th Avenue in the Service Commercial (SC) District. APN: 010-145-018-000."

The notice appropriately identified the Board's consideration of the National Register Nomination. A notice containing the same contents was also hand-delivered to all occupants within 100-feet and mailed to all property owners within 300-feet of the subject site as described in CMC Section 17.52.110.

Council Action

The first option before Council is to deny the appeal. The appellant's claims focus on the powers of the HRB and how comments to State OHP are speculative and potentially affect a pending discretionary permit application. As demonstrated above, staff reviewed the appellants' contentions and found that their claims have no merit.

However, the hearing on the appeal is de novo and therefore staff provides an alternative. Should Council receive public testimony that provides sufficient evidence that the appellant's claims do have merit, the second option before Council is to grant the appeal.

Whether or not Council finds the appeal to have merit or not, pursuant to CMC Section 17.32.040.H, a resource less than 50 years old may be eligible if it is of exceptional importance to the City, State, or nation. National Register Bulletin 15 states that a property that has achieved significance within the past 50 years can be evaluated only when sufficient historical perspective exists to determine that the property is exceptionally important. Further, National Register Bulletin 22 states that in evaluating and justifying a resource as exceptionally importance, it is critical to identify properties in a geographic area that portray the same values or associations and determine those that provide the best example. As found by the City-contracted qualified professional, the subject property does not meet this test. Therefore, staff recommends the City Council include a Determination of Ineligibility as part of either action described above.

Although not specifically recommended by staff, the Council has other actions related to the appeal that can be considered. For example, if the Council finds that the Reimers' Stonehouse Terrace is potentially exceptional, Council could direct staff to contract with another qualified professional (e.g. third party review) to reassess the eligibility for listing on the Carmel Inventory and remand the action back to the HRB.

Environmental Review: The denial or granting of APP 26148, provision of comments on a National Register Nomination, and issuance of a determination of ineligibility for listing on the Carmel Inventory of Historic Resources is "not a project" as defined in Public Resources Code section 21065 and section 15378 of the CEQA Guidelines. The actions do not grant any permits or entitlements approving a project that would result in a direct or indirect physical change in the environment.

FISCAL IMPACT:

At the request of the Planning Division, Ms. Clovis prepared a Department of Parks and Recreation (DPR) Form for consideration by staff and by the Historic Resources Board at a cost of $2,400. Ms. Clovis prepared an addendum memorandum to respond to the concerns raised by the Historic Resources Board at a cost of $960. The invoices were paid from the FY 25-26 Community Planning and Building Department budget.

PRIOR CITY COUNCIL ACTION:

None

ATTACHMENTS:

1. Attachment 1 - Resolution to DENY - APP 26148 (Stonehouse Terrace)
2. Attachment 2 - Resolution to GRANT - APP 26148 (Stonehouse Terrace)
3. Attachment 3 - OHP CLG Review and Comment Request Letter
4. Attachment 4 – National Register of Historic Places Nomination
5. Attachment 5 - DPR 523 Form prepared by Ms. Clovis
6. Attachment 6 - Draft Determination of Ineligibility
7. Attachment 7 - 04.20.2026 Stonehouse Terrace HRB Staff Report
8. Attachment 8 - 04.20.2026 HRB Minutes
9. Attachment 9 - CLG Comments on Reimers Stonehouse Terrace NR Nomination
10. Attachment 10 - APP 26148 (Stonehouse Terrace) Application and Letter_Redacted
11. Attachment 11 - CLG Comments on Reimers Stonehouse Terrace Nomination_rev.04.30.2026
12. Attachment 12 - Reimers Stonehouse Terrace Nomination_Removal from May 7 SHRC Agenda
13. Attachment 13 - Stonehouse Terrace Ms. Clovis Addendum Memo

CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

CITY COUNCIL RESOLUTION NO. 2026-034-CC

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA FINDING THAT THE DENIAL OF APP 26148 (STONEHOUSE TERRACE) IS "NOT A PROJECT" AS DEFINED IN PUBLIC RESOURCES CODE SECTION 21065 AND SECTION 15378 OF THE CEQA GUIDELINES; DENYING THE APPEAL (APP 26148, STONEHOUSE TERRACE) OF THE ACTION TAKEN BY THE HISTORIC RESOURCES BOARD ON APRIL 20, 2026; PROVIDING COMMENTS ON THE PENDING "REIMERS' STONEHOUSE TERRACE" NATIONAL REGISTER OF HISTORIC PLACES NOMINATION; AND ISSUING A DETERMINATION OF INELIGIBILITY FOR LISTING ON THE CARMEL INVENTORY OF HISTORIC RESOURCES FOR THE PROPERTY LOCATED AT SAN CARLOS STREET 2 SOUTHWEST OF 7TH AVENUE IN THE SERVICE COMMERCIAL (SC) DISTRICT, APN: 010-145-018-000.

WHEREAS, in March, 2026, the City of Carmel-by-the-Sea received a 60-day review and comment period notification letter from the State Office of Historic Preservation regarding the property owner-sponsored "Reimers' Stonehouse Terrace" National Register of Historic Places Nomination agendized for public hearing by the State Historical Resources Commission on May 7, 2026; and

WHEREAS, in response, the City ("Applicant") initiated a Historic Evaluation application "HE 26090 (Stonehouse Terrace)" for a Phase 1 Intensive Review for the property located at San Carlos Street 2 southwest of 7th Avenue in the Service Commercial (SC) Zoning District (Block 91, south 20 ft of Lot 3, all of lots 5 & 7); and

WHEREAS, the 11,009 square-foot property contains one 1977 building designed by a significant local architect, Olof Dahlstrand, and one c.1904 building remodeled by Dahlstrand in 1977; and

WHEREAS, in accordance with the City's Historic Preservation Ordinance (Carmel-by-the-Sea Municipal Code [CMC] Chapter 17.32), as initiated by the [Planning] Department, an initial assessment of historic significance shall be conducted to determine whether the property may have historic resource potential sufficient to warrant conducting an intensive survey (CMC Section 17.32.060.B.1); and

WHEREAS, in accordance with CMC Section 17.32.060.B, if a property appears to meet the criteria for the Inventory, a qualified professional under contract to the City shall prepare an intensive survey of the property; and

WHEREAS, a qualified professional under contract with the City, Margaret Clovis, completed a Phase 1 Intensive Review on a DPR 523A Form and concluded that the "Reimers' Stonehouse Terrace" is significant under California Register Criterion 3 (Architecture) as a good example of the Organic style designed by significant local architect Olof Dahlstrand, and retains substantial integrity, yet is ineligible for listing in the Carmel Historic Inventory as it has not yet reached 50 years of age; and

WHEREAS, in accordance with CMC Section 17.32.070.D, upon making a determination that a property does not qualify for the Carmel Inventory, the City shall issue a determination of ineligibility; and

WHEREAS, on or before April 10, 2026, the City posted the Historic Resources Board public

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meeting notice on the project site, hand-delivered a copy of the public notice to each property within a 100-foot radius of the project site, and published a notice in the Pine Cone indicating the date and time of the public hearing; and

WHEREAS, on or before April 17, 2026, the Historic Resources Board meeting agenda was posted in three locations in compliance with State law indicating the date and time of the public hearing; and

WHEREAS, on April 20, 2026, the Historic Resources Board held a duly noticed public hearing to receive public testimony, including without limitation, the information provided to the Board by City staff and through public testimony on the determination of ineligibility and on the National Register of Historic Places Nomination; and

WHEREAS, the Historic Resources Board did hear and consider all said reports, attachments, recommendations, and testimony herein above set forth and used their independent judgement to evaluate the project; and

WHEREAS, although discussed during deliberation, the Historic Resources Board did not specifically make a determination on whether the subject property qualifies as an exceptionally significant property that merits listing prior to reaching 50 years of age;

WHEREAS, the Historic Resources Board did not adopt the determination of ineligibility, nor did the Board act to place the subject property on the Carmel Inventory of Historic Resources though Board Members expressed support for adding it at a future date; and

WHEREAS, the Board provided comments on the "Reimers' Stonehouse Terrace" National Register Nomination for staff to relay to the Office of Historic Preservation as summarized as follows: Olof Dahlstrand, a master architect and prominent civic leader who served on the Carmel Planning Commission and City Council, created an outstanding, forward-thinking, adaptive re-use design for the Reimers, a longtime Carmel family since the 1920s, by integrating old and new to combine retail, office and living space around a central landscaped courtyard – a typology specific to Carmel; and

WHEREAS, Vice Chair Dyar made a motion "to recommend the Stonehouse building go on the National Registry and we support the application and the report by Barbara Lamprecht" which passed 3-0-0; and

WHEREAS, May 30, 2026, Esperanza Carmel Commercial LLC ("appellant"), submitted a timely appeal (APP 26148) of the Historic Resources Board's action ("Appeal"); and

WHEREAS, the appeal hearing was scheduled for the City Council's June 1, 2026 meeting; and

WHEREAS, on May 22, 2026, a notice of the public hearing scheduled for June 1, 2026, was published in the Carmel Pine Cone in compliance with State law (California Government Code 65091) and mailed to owners of real property within a 300-foot radius of the project indicating the date and time of the public hearing; and

WHEREAS, on or before May 22, 2026, city staff posted the public notice on the project site and hand-delivered a copy of the public notice to each property within a 100-foot radius of the project site indicating the date and time of the public hearing; and

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WHEREAS, on or before May 29, 2026, the meeting agenda was posted in three locations in compliance with State law indicating the date and time of the public hearing; and

WHEREAS, on June 1, 2026, the City Council held a duly noticed public hearing to receive public testimony regarding the Appeal, including, without limitation, the information provided to the City Council by City staff and through public testimony on the project; and

WHEREAS, this Resolution and its findings are made based upon the evidence presented to the Council at the hearing date, including, without limitation, the staff report and attachments submitted by the Community Planning and Building Department; and

WHEREAS, the City Council did hear and consider all said reports, attachments, recommendations, and testimony herein above set forth and used their independent judgment to evaluate the project; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Carmel-By-The-Sea does hereby make the following findings and determinations:

1. The facts ("Facts") set forth in the recitals above are true and correct and are incorporated herein by reference.

2. The consideration of the item before the City Council has been processed in accordance with CMC Chapter 17.54, Appeals.

3. The City Council of the City of Carmel-by-the-Sea does hereby find the five claims of the appellant are without merit as follows:

    a. Historic Resources Board Lacks Authority. Pursuant to CMC Section 2.74.020 and 17.32.010.E, it is the Historic Resources Board's duty to administer the historic preservation program and participate in federal and state preservation processes and programs.
    b. Support of an Property Ineligible for Consideration is Speculative and Presumptive. The Reimers' Stonehouse Terrace is eligible for consideration as a historic resource.
    c. Historic Resources Board Authority Runs Internally. Pursuant to CMC Section 2.74.020 and 17.32.010.E, it is the Historic Resources Board's duty to administer the historic preservation program and participate in federal and state preservation processes and programs.
    d. Potential Harm to Appellant's Application and CEQA Exemption. Pursuant to CMC Section 2.74.020 and 17.32.010.E, it is within the Historic Resources Board's power to provide comments to the State Office of Historic Preservation and State Historical Resources Commission. The appellant's application referenced in the appeal is pending and therefore the appropriate CEQA determination is also pending.
    e. Improper Noticing. The item considered by the Historic Resources Board was appropriately noticed.

4. The City Council of the City of Carmel-by-the-Sea does hereby submit the following

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comments on the pending "Reimers' Stonehouse Terrace" National Register Nomination to the State Office of Historic Preservation and State Historical Resources Commission:

a. [City Council to provide language at the June 1, 2026 meeting.]
b. [City Council to provide language at the June 1, 2026 meeting.]
c. [City Council to provide language at the June 1, 2026 meeting.]

5. The City Council of the City of Carmel-by-the-Sea does hereby issue a Determination of Ineligibility for Listing on the Carmel Inventory of Historic Resources, with a custom expiration date aligning with the property's 50 years of age date: October 21, 2027.

BE IT FURTHER RESOLVED that the City Council of the City of Carmel-by-the-Sea does hereby **FIND** the Council's action "not a project" as defined in Public Resources Code section 21065 and section 15378 of the CEQA Guidelines. The action does not grant any permits or entitlements approving a project that would result in a direct or indirect physical change in the environment.

BE IT FURTHER RESOLVED that the City Council of the City of Carmel-by-the-Sea does hereby **DENY** the appeal by Esperanza Carmel Commercial LLC (APP 26148, Stonehouse Terrace) of the Historic Resources Board's April 20, 2026 action regarding "Reimers' Stonehouse Terrace" located at San Carlos Street 2 southwest of 7th Avenue in the Service Commercial (SC) District. APN: 010-145-018-000.

PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 1st day of June 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: ATTEST:

_____ _____

Dale Byrne
Mayor

Nova Romero
City Clerk

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CITY OF CARMEL-BY-THE-SEA
CITY COUNCIL

CITY COUNCIL RESOLUTION NO. 2026-034-CC

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA FINDING THAT GRANTING THE APPEAL IS NOT A PROJECT AS DEFINED IN PUBLIC RESOURCES CODE SECTION 21065 AND SECTION 15378 OF THE CEQA GUIDELINES; GRANTING THE APPEAL (APP 26148, STONEHOUSE TERRACE) OF THE ACTION TAKEN BY THE HISTORIC RESOURCES BOARD ON APRIL 20, 2026; PROVIDING COMMENTS ON THE PENDING "REIMERS' STONEHOUSE TERRACE" NATIONAL REGISTER OF HISTORIC PLACES NOMINATION; AND ISSUING A DETERMINATION OF INELIGIBILITY FOR LISTING ON THE CARMEL INVENTORY OF HISTORIC RESOURCES FOR THE PROPERTY LOCATED AT SAN CARLOS STREET 2 SOUTHWEST OF 7TH AVENUE IN THE SERVICE COMMERCIAL (SC) DISTRICT, APN: 010-145-018-000.

WHEREAS, in March, 2026, the City of Carmel-by-the-Sea received a 60-day review and comment period notification letter from the State Office of Historic Preservation regarding the property owner-sponsored "Reimers' Stonehouse Terrace" National Register of Historic Places Nomination agendized for public hearing by the State Historical Resources Commission on May 7, 2026; and

WHEREAS, in response, the City ("Applicant") initiated a Historic Evaluation application "HE 26090 (Stonehouse Terrace)" for a Phase 1 Intensive Review for the property located at San Carlos Street 2 southwest of 7th Avenue in the Service Commercial (SC) Zoning District (Block 91, south 20 ft of Lot 3, all of lots 5 & 7); and

WHEREAS, the 11,009 square-foot property contains one 1977 building designed by local significant architect, Olof Dahlstrand, and one c.1904 building remodeled by Dahlstrand in 1977; and

WHEREAS, in accordance with the City's Historic Preservation Ordinance (Carmel-by-the-Sea Municipal Code [CMC] Chapter 17.32), as initiated by the [Planning] Department, an initial assessment of historic significance shall be conducted to determine whether the property may have historic resource potential sufficient to warrant conducting an intensive survey (CMC Section 17.42.060.B.1); and

WHEREAS, in accordance with CMC Section 17.32.060.B, if a property appears to meet the criteria for the Inventory, a qualified professional under contract to the City shall prepare an intensive survey of the property; and

WHEREAS, a qualified professional under contract with the City, Margaret Clovis, completed a Phase 1 Intensive Review on a DPR 523A Form and concluded that the "Reimers' Stonehouse Terrace" is significant under California Register Criterion 3 (Architecture) as a good example of the Organic style designed by significant local architect Olof Dahlstrand, and retains substantial integrity, yet is ineligible for listing in the Carmel Historic Inventory as it has not yet reached 50 years of age; and

WHEREAS, in accordance with CMC Section 17.32.070.D, upon making a determination that a property does not qualify for the Carmel Inventory, the City shall issue a determination of ineligibility; and

WHEREAS, on or before April 10, 2026, the City posted the Historic Resources Board public

meeting notice on the project site, hand-delivered a copy of the public notice to each property within a 100-foot radius of the project site, and published a notice in the Pine Cone indicating the date and time of the public hearing; and

WHEREAS, on or before April 17, 2026, the Historic Resources Board meeting agenda was posted in three locations in compliance with State law indicating the date and time of the public hearing; and

WHEREAS, on April 20, 2026, the Historic Resources Board held a duly noticed public hearing to receive public testimony, including without limitation, the information provided to the Board by City staff and through public testimony on the determination of ineligibility and on the National Register of Historic Places Nomination; and

WHEREAS, the Historic Resources Board did hear and consider all said reports, attachments, recommendations, and testimony herein above set forth and used their independent judgement to evaluate the project; and

WHEREAS, although discussed during deliberation, the Historic Resources Board did not specifically make a determination on whether the subject property qualifies as an exceptionally significant property that merits listing prior to reaching 50 years of age;

WHEREAS, the Historic Resources Board did not adopt the determination of ineligibility, nor did the Board act to place the subject property on the Carmel Inventory of Historic Resources though Board Members expressed support for adding it at a future date; and

WHEREAS, the Board provided comments on the "Reimers' Stonehouse Terrace" National Register Nomination for staff to relay to the Office of Historic Preservation as summarized as follows: Olof Dahlstrand, a master architect and prominent civic leader who served on the Carmel Planning Commission and City Council, created an outstanding, forward-thinking, adaptive re-use design for the Reimers, a longtime Carmel family since the 1920s, by integrating old and new to combine retail, office and living space around a central landscaped courtyard – a typology specific to Carmel; and

WHEREAS, Vice Chair Dyar made a motion "to recommend the Stonehouse building go on the National Registry and we support the application and the report by Barbara Lamprecht" which passed 3-0-0; and

WHEREAS, May 30, 2026, Esperanza Carmel Commercial LLC ("appellant"), submitted a timely appeal (APP 26148) of the Historic Resources Board's action ("Appeal"); and

WHEREAS, the appeal hearing was scheduled for the City Council's June 1, 2026 meeting; and

WHEREAS, on May 22, 2026, a notice of the public hearing scheduled for June 1, 2026, was published in the Carmel Pine Cone in compliance with State law (California Government Code 65091) and mailed to owners of real property within a 300-foot radius of the project indicating the date and time of the public hearing; and

WHEREAS, on or before May 22, 2026, city staff posted the public notice on the project site and hand-delivered a copy of the public notice to each property within a 100-foot radius of the project site indicating the date and time of the public hearing; and

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WHEREAS, on or before May 29, 2026, the meeting agenda was posted in three locations in compliance with State law indicating the date and time of the public hearing; and

WHEREAS, on June 1, 2026, the City Council held a duly noticed public hearing to receive public testimony regarding the Appeal, including, without limitation, the information provided to the City Council by City staff and through public testimony on the project; and

WHEREAS, this Resolution and its findings are made based upon the evidence presented to the Council at the hearing date, including, without limitation, the staff report and attachments submitted by the Community Planning and Building Department; and

WHEREAS, the City Council did hear and consider all said reports, attachments, recommendations, and testimony herein above set forth and used their independent judgment to evaluate the project; and

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Carmel-By-The-Sea does hereby make the following findings and determinations:

1. The facts ("Facts") set forth in the recitals above are true and correct and are incorporated herein by reference.

2. The consideration of the item before the City Council has been processed in accordance with CMC Chapter 17.54, Appeals.

3. The City Council of the City of Carmel-by-the-Sea does hereby submit the following comments on the pending "Reimers' Stonehouse Terrace" National Register Nomination to the State Office of Historic Preservation and State Historical Resources Commission:

    a. [City Council to provide language at the June 1, 2026 meeting.]
    b. [City Council to provide language at the June 1, 2026 meeting.]
    c. [City Council to provide language at the June 1, 2026 meeting.]

4. The City Council of the City of Carmel-by-the-Sea does hereby grant the appeal for the purpose of issuing a Determination of Ineligibility for Listing on the Carmel Inventory of Historic Resources, with a custom expiration date aligning with the property's 50 years of age date: October 21, 2027.

BE IT FURTHER RESOLVED that the City Council of the City of Carmel-by-the-Sea does hereby **FIND** the Council's action "not a project" as defined in Public Resources Code section 21065 and section 15378 of the CEQA Guidelines. The action does not grant any permits or entitlements approving a project that would result in a direct or indirect physical change in the environment.

BE IT FURTHER RESOLVED that the City Council of the City of Carmel-by-the-Sea does hereby **GRANT** the appeal by Esperanza Carmel Commercial LLC (APP 26148, Stonehouse Terrace) for the reasons stated above.

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PASSED, APPROVED, AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF CARMEL-BY-THE-SEA this 1st day of June 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

ATTEST:

_____ _____

Dale Byrne
Mayor

Nova Romero
City Clerk

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State of California • Natural Resources Agency
Gavin Newsom, Governor

DEPARTMENT OF PARKS AND RECREATION
OFFICE OF HISTORIC PRESERVATION
Armando Quintero, Director

Julianne Polanco, State Historic Preservation Officer
1725 23rd Street, Suite 100, Sacramento, CA 95816-7100
Telephone: (916) 445-7000 FAX: (916) 445-7053
calshpo.ohp@parks.ca.gov www.ohp.parks.ca.gov

February 26, 2026

Marnie R. Waffle, AICP, Principal Planner
Community Planning & Building Dept
City of Carmel-by-the-Sea
PO Box CC
Carmel-by-the-Sea, CA 93921

RE: National Register of Historic Places Nomination for Reimers' Stonehouse Terrace

Dear Ms. Waffle:

Pursuant to the Certified Local Government Agreement between the Office of Historic Preservation (OHP) and your governmental entity, we are providing you as the chief elected local official with a sixty (60) day review and comment period before the State Historical Resources Commission (SHRC) takes action on the above stated National Register of Historic Places (National Register) nomination at its next meeting. Details on the meeting are enclosed.

Please review the enclosed nomination and send your comments to OHP. Pursuant to the National Historic Preservation Act of 1966, as amended, we have also provided a copy of the nomination to your local preservation commission. Your local preservation commission may comment on whether or not the nominated property, in its opinion, meets the criteria for the National Register and forward their comments to you. Please transmit your local preservation commission's comments with your comments to California State Parks, Attn: Office of Historic Preservation, Julianne Polanco, State Historic Preservation Officer, P.O. Box 942896, Sacramento, CA 94296-0001. To allow the SHRC adequate time to consider the comments, it is requested that written comments be received by the Office of Historic Preservation seven (7) days in advance of the SHRC's meeting. Written comments received within seven days of the meeting will still be included in the nomination file as sent to the Keeper of the National Register. If you have questions or require further information, please contact the Registration Unit at CalSHPO.SHRC@parks.ca.gov.

As of January 1, 1993, all National Register properties are automatically included in the California Register of Historical Resources and afforded consideration in accordance with state and local environmental review procedures.

Supplemental information on the National Register is available on our website at the following address: http://www.ohp.parks.ca.gov/?page_id=24363.

Thank you for your assistance in this program.

Sincerely,

Julianne Polanco, State Historic Preservation Officer

Enclosures: Nomination, Meeting Notice

United States Department of the Interior
National Park Service

National Register of Historic Places Registration Form

This form is for use in nominating or requesting determinations for individual properties and districts. See instructions in National Register Bulletin, *How to Complete the National Register of Historic Places Registration Form.* If any item does not apply to the property being documented, enter "N/A" for "not applicable." For functions, architectural classification, materials, and areas of significance, enter only categories and subcategories from the instructions.

1. Name of Property

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Historic name: Reimers' Stonehouse Terrace
Other names/site number: _____
Name of related multiple property listing: N/A
(Enter "N/A" if property is not part of a multiple property listing

2. Location

Street & number: 2 SW 7th on San Carlos Street
City or town: Carmel-by-the-Sea State: California County: Monterey
Not For Publication: ☐ Vicinity: ☐

3. State/Federal Agency Certification

As the designated authority under the National Historic Preservation Act, as amended,

I hereby certify that this ___ nomination ___ request for determination of eligibility meets the documentation standards for registering properties in the National Register of Historic Places and meets the procedural and professional requirements set forth in 36 CFR Part 60.

In my opinion, the property ___ meets ___ does not meet the National Register Criteria. I recommend that this property be considered significant at the following level(s) of significance:

___national ___statewide ___local

Applicable National Register Criteria:

___A ___B ___C ___D

_____

Signature of certifying official/Title: **Date**

_____

State or Federal agency/bureau or Tribal Government

In my opinion, the property __meets __ does not meet the National Register criteria.

_____

Signature of commenting official: **Date**

_____

Title: **State or Federal agency/bureau or Tribal Government**

4. National Park Service Certification

I hereby certify that this property is:

___ entered in the National Register
___ determined eligible for the National Register
___ determined not eligible for the National Register
___ removed from the National Register
___ other (explain:) _____

Signature of the Keeper Date of Action

5. Classification

Ownership of Property

(Check as many boxes as apply.)

Private:	X
Public – Local	
Public – State	
Public – Federal	

Category of Property

(Check only **one** box.)

Building(s)	X
District	
Site	
Structure	
Object	

Reimers' Stonehouse Terrace
Name of Property

Monterey, California
County and State

Number of Resources within Property
(Do not include previously listed resources in the count)

Contributing	Noncontributing	
1		buildings
		sites
		structures
		objects
1	0	Total

Number of contributing resources previously listed in the National Register 0

6. Function or Use
Historic Functions
(Enter categories from instructions.)
COMMERCIAL: restaurant
COMMERCIAL: business
DOMESTIC: multiple dwelling

Current Functions
(Enter categories from instructions.)
COMMERCIAL: restaurant
COMMERCIAL: business
DOMESTIC: multiple dwelling

7. Description

Architectural Classification
(Enter categories from instructions.)
OTHER
MODERN MOVEMENT

Materials: (enter categories from instructions.)
Principal exterior materials of the property: Stucco, Wood, Glass, Stone

Narrative Description
(Describe the historic and current physical appearance and condition of the property. Describe contributing and noncontributing resources if applicable. Begin with **a summary paragraph** that briefly describes the general characteristics of the property, such as its location, type, style, method of construction, setting, size, and significant features. Indicate whether the property has historic integrity.)

Summary Paragraph

Constructed in 1977, Reimers' Stonehouse Terrace is located on the west side of San Carlos Street just south of 7th Street, occupying lots 5, 7, and portions of 3 of Block 91. The building is one of the anchors of downtown Carmel-by-the-Sea, an area populated with many small, low-rise, businesses amidst an abundance of trees and plantings. Facing east, the 7,783-square-foot complex comprises the renovation of a free-standing, existing, stone-clad cottage, built in approximately 1910, and the 1977 addition of a two-story L-shaped building in the Modern style featuring deep overhangs, low hipped roofs, and a mix of stone, stucco, and wood cladding, recalling the work of Frank Lloyd Wright. The addition, which rises on the north and west, is separated from the cottage by a deep courtyard that includes two mature original Coast Live oak trees and verdant plantings. The former residence houses a two-story café/restaurant; the later building's ground floor has a variety of small retail shops and services opening to the street or into the shady courtyard. Two offset sets of stairs lead to offices and two apartments, each approximately 895 square feet, that occupy the north and west part of the second story. Parking for six vehicles is accommodated below the northmost apartment above. The property retains all aspects of historic integrity.

Narrative Description

The walls facing San Carlos Street are clad in natural stone and wood, while the much of the north and west elevations are stucco and redwood cladding with accents of natural stone. The west elevation is an opaque stucco wall on the ground floor, while the upper floor overlooks what was originally a carefully designed outdoor space that included room for cars to park, a space that is framed by the Northern California Savings and Loan complex on the north edge of what became a parking lot.

At San Carlos Street, the stone-clad complex carefully introduces graduated stepped heights, demonstrating a sensitivity to the pedestrian experience and a respect for the historic low scale of San Carlos Street. On the south is a squarish one-story volume. The flat roof has an outdoor café whose pivotal location encourages engagement with the street. Its tall corner stone piers rise above the line of the flat roof, acting to frame the café's metal railing. Behind the outdoor café, the remodeled building rises several feet, presenting a shed roof to the east and a front gable roof to the south. The southeast corner is both unified and softened by the presence of two planters of different sizes. Rounding the corner, the planters are abundant with greenery and the holly tree planted by the Reimers.

The well-shaded central spine between the original building and its addition has two offset series of concrete steps that lead to the upper stories on the north, the result of Dahlstrand's strategy of excavating earth to create a higher elevation above, where the two-story office and apartments are located, and tucking parking spaces below, out of sight. While clad in stucco and redwood boards and trim, the motif of natural stone and plantings percolate through the complex, unifying it even while cladding and trim change in material and in color from the primary façade on San Carlos Street.

Roof lines and window types differ throughout. Rather than imposing a new roof line on the older cottage, Dahlstrand retained what he inherited: the flat roof occupied by the outdoor eating area and a front gable roof facing south. By contrast, for his new designs on the north and west, he introduced his characteristic low hipped roof lines and deep overhangs. Likewise, the windows change according to the function of the building. For some of the shops facing San Carlos Street, some of the offices, and the apartments, the windows are large, primarily single-light windows with crafted wood surrounds. Elsewhere, extant windows have been retained as multi-light, steel-framed windows. Notably, the windows are never static: their configuration responds not to a rigid aesthetic but to a specific opportunity and function.

The north elevation includes lower-level parking, dug in below the offices and apartments above, while the west elevation on the north is characterized by a solid, stucco-clad ground floor. The apartments above feature large windows and sheltered, recessed rear entrances. Secondary kitchen and storage spaces occupy the south end of the west elevation.

While the west elevation is undeniably more restrained than the animated primary façade facing San Carlos Street, more analysis reveals Dahlstrand's respect for and sensitivity to the project that preceded his own. The Northern California Savings and Loan (1972), designed by Burde Shaw and Associates with landscape design by Harry H. Tsugawa (1931-2003), employed stucco cladding (the same hue as Dahlstrand's choice for his new buildings) and redwood as seen on Dahlstrand's elevations facing the savings and loan building.[1] A thickened wall below the apartments is the same color and relative thickness as an existing wall east of a driveway and terrace adjacent to the savings and loan building, later a restaurant. The deferential gesture, perhaps one master architect respecting the precedent of another, established a continuity in framing the open landscaped space.

Alterations and Integrity

Unchanged and immaculately maintained, Reimers' Stonehouse Terrace retains all aspects of integrity. The property remains in its original *location* and was built and remains exactly as drawn. An examination of city records and visual inspection demonstrate that apart from a small rear kitchen addition and the addition of an outdoor enclosed elevator to comply with Americans with Disabilities Act access requirements, changes to the property have been restricted to maintenance. The property retains integrity of *design*. While the larger setting within downtown Carmel is basically unchanged in scale and in its small-town feeling, the immediate setting has been compromised on the west elevation due to the loss of the densely landscaped open space designed to accommodate parking within an urban forest setting. Dahlstrand designed this elevation, with its windows and balcony, to overlook a pastoral setting. As the area is still open with light and air, the property retains integrity of *setting*.

Materials remain unchanged, representing Modern design with stucco, wood, glass, and stone intact. The workmanship of the original building is retained and respected; the Modern addition continues to express a high degree of quality workmanship of the period. The property retains integrity of *materials* and *workmanship*.

The property readily conveys its aesthetic and historic sense of late 1970s Modernism and retains all character-defining features associated with the work of Olof Dahlstand. Careful renovation of the existing early twentieth century cottage demonstrates Dahlstrand's skill at integrating an older building with a brand-new design. Firmly associated with the downtown character of Carmel-by-the-Sea, the property retains integrity of feeling, and association.

[1] Seth A. Bergstein, cover letter, "Phase One Historic Assessment, SE Corner Dolores St. and 7th Ave., Carmel APN 010-145-022/023/024," January 3, 2023, states that the Northern Savings & Loan Bank Complex was formerly known as the Palo Alto Savings and Loan. According to regulatory filings, Northern California Savings, Federal Savings and Loan Association retained that formal legal name until it merged into Great Western Savings in 1982. Prior to 1972, when the building designed by Burde Shaw and Associates was constructed, the Modern building housed the 1969 merger of two banks, Palo Alto Savings and Loan with Salinas Valley Savings and Loan, which took on the Northern California Savings and Loan name in 1972.

8. Statement of Significance

Applicable National Register Criteria
(Mark "x" in one or more boxes for the criteria qualifying the property for National Register listing.)

- [ ] A. Property is associated with events that have made a significant contribution to the broad patterns of our history.
- [ ] B. Property is associated with the lives of persons significant in our past.
- [x] C. Property embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- [ ] D. Property has yielded, or is likely to yield, information important in prehistory or history.

Criteria Considerations
(Mark "x" in all the boxes that apply.)

- [ ] A. Owned by a religious institution or used for religious purposes
- [ ] B. Removed from its original location
- [ ] C. A birthplace or grave
- [ ] D. A cemetery
- [ ] E. A reconstructed building, object, or structure
- [ ] F. A commemorative property
- [x] G. Less than 50 years old or achieving significance within the past 50 years

Areas of Significance
(Enter categories from instructions.)
ARCHITECTURE

Period of Significance
1910
1977

Significant Dates
1977

Significant Person
(Complete only if Criterion B is marked above.)
N/A

Cultural Affiliation
N/A

Architect/Builder
Unknown
Dahlstrand, Olof

Statement of Significance Summary Paragraph (Provide a summary paragraph that includes level of significance, applicable criteria, justification for the period of significance, and any applicable criteria considerations.)

Reimers' Stonehouse Terrace is eligible for the National Register of Historic Places at the local level of significance under Criterion C in the Area of Architecture as an excellent example of master architect Olof Dahlstrand's expertise in integrating a work of his design to harmonize with an existing and much older building. The addition's Modern design employs his repertoire of character-defining features and embodies Dahlstrand's respect for the existing built fabric surrounding the property. With its simple palette of natural materials, deep overhangs, and lush planting and landscaping, Dahlstrand's work also recalls Carmel's older allegiance to nature, simplicity, and rusticity. The two periods of significance represent the 1910 year of construction for the cottage and 1977 when construction of Dahlstrand's surrounding complex was complete. The property's contribution to Carmel's history, architecture and culture has the necessary exceptional significance within the local context to meet Criteria Consideration G: Properties That Have Achieved Significance Within the Last Fifty Years.

Narrative Statement of Significance (Provide at least **one** paragraph for each area of significance.)

Construction History

Norwegian-born Kristi and Niels Reimers purchased several lots on San Carlos Street, including a small cottage occupying the northeast corner of a double parcel. The cottage dated back to at least 1910, based on the Sanborn Fire Insurance Maps of 1910 and 1924. The Reimers purchased lots 7 and 9 in 1939, and as noted in a "Letter To The Editor" in *The Carmel Pine Cone* February 18, 1946, the Reimers purchased half of lot 3 and lot 5 in 1945, selling the southern lots 9 and 11. They chose to keep the charming one-story, stone-clad cottage on lot 7 and develop the north and west portion of their property, commissioning fellow Scandinavian, Swedish American architect Olof Dahlstrand to renovate the cottage and design a new complex around it.

The property was developed as part of the subdivision map (**Figure 1**) recorded March 7, 1902, for Wells Fargo Bank. The 1910 and 1924 Sanborn Fire Insurance Maps (**Figures 2-3**) show one building on the property, an existing cottage that later became part of the Reimers' development. As can be seen from comparing the 1910, 1924, and 1962 Sanborn maps, the cottage that houses a shop and an outdoor café is extant; a small residence on the west side of the adjacent parcel, visible on the 1962 Sanborn map (**Figure 3**), was later demolished.

The original building permit for the one- and two-story Reimers' Stonehouse Terrace, Permit No. 76-191, with a valuation of $330,000, was approved October 27, 1976. The architect was Olof Dahlstrand on behalf of owners Gunnar and Niels Reimers, sons of Kristi and Niels. The permit identifies a number of key inspections of finished tasks completed in 1977. As documented on the Carmel-by-the-Sea Community Planning and Building online property records, minor permits were issued over later decades, typically addressing minor kitchen and bakery upgrades, regular maintenance, a replaced roof, a rear trash enclosure, fire sprinkler

systems, and a small rear addition to the restaurant's kitchen in 2012. Notably, no permits indicate any other changes to the property.

Master Architect Olof Dahlstrand (1916-2014)

Wauwatosa, Wisconsin-born Otto Olof Hans Dahlstrand was the son of Swedish immigrants, his father a mechanical engineer. In 1934, he visited Taliesin East, Frank Lloyd Wright's atelier and school in Spring Green, Wisconsin, where he discovered a way of practice that was "much more humanistic."[2] Dahlstrand matriculated at Cornell University, earning a B.Arch. in 1939, and returned to Wisconsin to practice from 1940 to 1948. He moved to the San Francisco Bay Area in 1948, where he worked for Langhorst and Langhorst Architects until 1950, when he became a project architect at the international firm Skidmore Owings and Merrill (SOM) until 1958, when he successfully completed Carmel Plaza (1959-1965) on his own after the client fired SOM.[3] Dahlstrand practiced independently ever after, with a portfolio that included residences, commercial, and civic projects. Although he never became a Taliesin Fellow, as his former employer Fred Langhorst was, Dahlstrand did visit Taliesin East other times. Importantly, while he was obviously influenced by Wright and his "Usonian" language, Dahlstrand read the philosophers and poets whom Wright had read, such as Ralph Waldo Emerson, Henry David Thoreau, and Walt Whitman.[4] Dahlstrand's quest was not to copy from but to drink at the sources that inspired individual expression and freedom.

A chronology of his California work includes:[5]

Muscatine Residence (1949) Berkeley (with Langhorst and Langhorst)
East Bay "Magnificent Seven" Usonian Residences (1949-1958)
Garneau Residence (1951) Lafayette
Knapton Residence (1951) Berkeley
Thurston Residence (1954) Orinda
Valle-Riestra Residence (1956) Walnut Creek
Peterson Residence (1957) Point Richmond
Smith Residence (1958) Orinda
Carmel Plaza (1959-1960), Carmel-by-the-Sea, mixed-use shopping/commercial
Gurries Apartment Building (1963-1975) for Fenton & Clark, Carmel Highlands
Crocker-Citizens National Bank (1965) Carmel
Wells Fargo Bank (1965) Carmel
Mid-Valley Shopping Center (1966) Carmel, mixed-use shopping/dining/commercial
Aguajito Building (1966-1968) Monterey
Forest Hill Manor Convalescent Hospital (1967-1968) Pacific Grove

[2] Joanne Furio, "Work of modernist Olof Dahlstrand revisited in the East Bay," *SFGate*, January 9, 2008 https://www.sfgate.com/homeandgarden/article/Work-of-modernist-Olof-Dahlstrand-revisited-in-3298433.php (accessed June 2025).

[3] Fred Langhorst had worked both for Frank Lloyd Wright's Taliesin Fellowship and in the office of William Wurster.

[4] "Usonian" is the term Wright invented for modest post-World War II homes he designed, characterized by a restricted palette of materials, often wood, brick, and glass. The "Us" stands for United States.

[5] Environmental Design Archives – UC Berkely College of Environmental Design, Olof Dahlstrand Project Index.

Bank of America branches King City (1967-1968) & Hollister (1969)
Atlantic Richfield Service Station (1968) Carmel Valley
T. W. Slaughter Dental Office (1968-1970) Salinas
York School Headmaster's Residence (1969) Monterey
University of California (UC), Santa Cruz Faculty Housing (1974-1983)

Archives

University of California, Berkeley's Environmental Design Archives (Berkeley EDA) contains Dahlstrand's papers. The inclusion of the Dahlstrand Collection in this selective repository indicates that his work is considered worthy of preservation and study and that he was a significant architect in the Bay Area.[6]

Publications/Presentations

A report by Page & Turnbull, a Los Angeles-based historic preservation and planning firm, notes that "the 1976 publication *Architecture of the Monterey Peninsula*, published by the Monterey Peninsula Museum of Art, includes Dahlstrand and his design for the Dodds Residence in its compendium of architects whose work in the area was influenced by Frank Lloyd Wright."[7]

Dahlstrand is noted three times in *NorCalMod*: *Icons of Northern California Modernism* (Chronicle Books, 2006) written by architect and architectural scholar of Modernism Pierluigi Serraino, who interviewed Dahlstrand in 2003 as one of the Bay Area architects practicing Modern architecture in the mid twentieth century. Serraino's goal was to recast Modernism as interpreted by Northern California architects and to illuminate the little-known or unknown contributions of these individuals.[8] Dahlstrand's work "has been recognized as part of the larger body of Modernist architecture of the Monterey Bay area," included in presentations by Serraino's March 2019 lecture series for the Monterey Bay Chapter of the American Institute of Architects, 'Which Modernism is the Monterey Bay?' and historian Kent Seavey's *Carmel: A History in Architecture*."[9]

Olof Dahlstrand: The Usonians, 2007, Brook House Press, was written by Bill [sic] and Bea Welty. The 72-page book focuses on the seven Usonian houses designed by Olof Dahlstrand between 1951 and 1958. The designs for the Dahlstrand Usonians—a pioneering concept developed by Wright in the late 1930s and 1940s on behalf of middle-class owners in search of good design at a more modest price—follow Wright's work closely, using several identical details including Wright's famous 30-60 degree angles and triangles for defining spaces, horizontally oriented wide wood board siding, mitred windows, textured concrete block, interior soffit lighting, angled concrete block fireplaces, and furniture design. While articles on

[6] Olof Dahlstrand Collection, University of California, Berkeley, https://archives.ced.berkeley.edu/collections/dahlstrand-olof (accessed June 2025).
[7] Page & Turnbull, Phase One Historic Assessment for Carmel Valley Association, November 19, 2019, 38, citing Monterey Peninsula Museum of Art, *Architecture of the Monterey Peninsula* (Monterey, 1975), 77.
[8] Pierluigi Serraino, *NorCalMod: Icons of Northern California Modernism* (San Francisco: Chronicle Books, 2006), 20, 59, 79.
[9] Page & Turnbull, Phase One Historic Assessment for Carmel Valley Association, November 19, 2019, 38, citing Kent Seavey, *Carmel: A History in Architecture* (San Francisco: Arcadia Publishing, 2007), 113.

Dahlstrand were more likely to highlight his homes, his commercial work appeared in local newspapers and in national publications, including "Downtown Center for an Unusual West Coast Town, "*Architectural Record,* June 1962, and "Making it Fun to Shop," *Redwood News,* January 1963.

Historic Context Statements

Dahlstrand is noted in the City of San Francisco's "Modern Design Historic Context Statement Case Report," 2011, as among a group of architects considered key to the development of a regional Modern style[10] and again in association with Fred and Lois Langhorst, among the,

> …Bay Area's prominent young Modernist architects renowned for inventive Second Bay Tradition residential designs. The works of the San Francisco-based firm were the first of local architects to be featured at the San Francisco Museum of Art, including the 1950 exhibit "Variation Within a Concept: Fred and Lois Langhorst & Olof Dahlstrand…"[11]

Dahlstrand is also noted in the "Carmel Historic Context Statement," 2011, updated in 2019, as a practitioner of the "Wrightian Organic style, which is "not entirely different in principle from Bay Regionalism." He was "influenced by Wrightian methods" characterized by "dramatic roof forms sheltering buildings constructed of natural materials."[12] In the 2019 update, Dahlstrand is listed among the list of "Significant Carmel Area Architects," which includes a short biography.[13] The text to this biography emphasizes not only his architecture but also his skills as a renderer and his many years of public service to Carmel,

> Olof (sometimes spelled Olaf) Dahlstrand (1916-2014) was born in Wisconsin and studied architecture at Cornell University, graduating in 1939. He designed buildings as a defense contractor during World War II and moved from the Midwest to California in 1948. He settled in Carmel around 1959. With a lifelong talent for drawing, Dahlstrand not only designed and drew his own buildings but was commissioned for renderings by other architects, most famously for John Carl Warnecke's design for the John F. Kennedy gravesite presentation.[14]

The 2019 update lists the Wells Fargo Building (1965), San Carlos Street south of Ocean Avenue, as a "notable Carmel example" of the "Midcentury Modern/Bay Region Style

[10] Mary Brown, "San Francisco Modern Architecture and Landscape Design Historic Context Statement 1935-1970," San Francisco Planning Department, 2011, 213.
[11] Ibid., 248.
[12] Teresa Grimes and Leslie Heumann, Leslie Heumann and Associates, 1994; revised by Glory Anne Laffey, Archives and Architecture, 1997, "Historic Context Statement Carmel-By-The-Sea," adopted by City Council, Carmel 2008, 48. See also Section 9.6, where Dahlstrand's name is listed under "Architects, Builders, and Designers in Carmel" https://ci.carmel.ca.us/sites/main/files/file-attachments/final_updated_carmel_historic_context_statement_091208-b.pdf?1510262312 (accessed June 2025).
[13] Historic Context Statement Update, 1966-1990, Carmel-by-the-Sea, Working Draft, December 4, 2019, 21.
[14] Ibid, 25.

(circa 1945-1990.)"[15] Dahlstrand is also credited there with the design of the Nielson Brothers Market, 1979.

Public Service

Dahlstrand has been widely acknowledged for his community involvement, which included advocating a "holding capacity" for Carmel based on the area's "ecological limitations."[16] He was a member of the tree commission and the travel advisory board, he served on the Planning Commission for nine years and on the Carmel City Council for three years, and was "actively engaged with Carmel's local politics when not in office."[17] After his retirement from architecture in 1984, at the age of 68, he integrated his skills as a renderer with his love of fine arts painting.

Exhibitions and Recognition by Peers, Awards

In addition to the previously noted inclusion in the 1976 exhibition on Peninsula architecture, Dahlstrand was included in *Carmel Modernism*, 2016, "a photography exhibit exploring the early influence of Monterey Peninsula master architects on modernism."[18] Co-founder of the award-winning Monterey Peninsula-based Hall & Goodhue (later HGHB), former planning commissioner Donald Goodhue, FAIA-E, noted,

> Ole provided leadership in both the architectural sphere and in civic engagement. His design was consistently modest, a model for other architects to follow. His work was never showy but uniformly well-crafted and sensitive, especially suited for Carmel."[19]

Goodhue, a Harvard graduate who went on to earn a master's degree at the Harvard Graduate School of Design, worked for internationally famous firms including Skidmore, Owings & Merrill (SOM) and the renowned Paul Rudolph … and for Dahlstrand.

Architectural/Historical Precedents

Dahlstrand's choice to weave rustic stone and wood throughout Reimers' Stonehouse Terrace has echoes in Carmel's architectural history, a tradition that can be seen in many homes and buildings, such as La Playa (1905, later a hotel). With its base of rugged local stone supporting

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[15] Carmel Update, 2019, 21. The text notes that this style, marked by natural materials, "dramatic" roof lines, low-pitched or hipped, is also called the Bay Area Style and also the Second Bay Tradition. By contrast, the Update states that the "Organic" style is marked by "larger … and more eccentric" designs than the Bay Region Style, and that it is a philosophy established by Frank Lloyd Wright, rather than a style.

[16] *Adventures of a Home Town Tourist*, March 27, 2017, http://carmelbytheseaca.blogspot.com/2017/03/ (accessed June 2025)

[17] Carmel Historic Context Statement, 2019 Update, 17.

[18] The exhibit included many important architects, including Walter Burde (1912-1996), Olof Dahlstrand (1916-2014), Gardner Dailey (1895-1967), John Howard Gamble (1911-1997), Harwell Hamilton Harris (1903-1990), Albert Henry Hill (1913-1984), Robert Jones (1911-1989), Pafford Keatinge-Clay (b. 1926), John Konigshoter (1907-1990), Roger E. Larson (1935-2009), Frank Lloyd (1907-1983), Clarence Mayhew (1906-1994), Mark Mills (1921-2007), Charles W. Moore (1925-1993), Richard Neutra (1892-1970), C.J. Ryland (1892-1980), Mary Ann Schicketanz (b. 1956), Will Shaw (1924-1997), Ralph L. Stean (1918-2004), Joseph Sythe (b. 1920), John Thodos (1934-2009), Frank Lloyd Wright (1867-1959), and Willam Wilson Wurster (1895-1973).

[19] Email correspondence with author, July 18, 2015.

more refined upper stories, as originally constructed (**Figure 5**), it spoke to Carmel's culture of being close to the natural environment, as does the all-stone home built in 1919 by Robinson and Una Jeffers (**Figure 6**), or the wood cladding of the Carmel Art Association, 1927, another example of integrating one architectural tradition with another, as seen in the Classical pediment and brick surround of the front entrance (**Figure 7**).

Reimers' Stonehouse Terrace embodies a full repertoire of signature Dahlstrand features. These include attention to human scale; sensitivity to the pedestrian experience; and animated, coherent spatial relationships. Notably, he retained the massing and roof form of the cottage without compromising his own design strategies for the rest of the complex. His distinctive repertoire is on full display, reflecting Frank Lloyd Wright's Usonian vocabulary while independent of it. These features include:

- natural materials such as redwood and native stone that extend from interior to exterior
- low, long volumes
- broad overhangs integrating a variety of low roof shapes
- clerestories and corner windows that follow the angle of a roof
- a lack of fussiness and gratuitous ornament
- windows sized according to location and function (some quite large)
- attention to landscape, fusing setting and building

Originally Dahlstrand's west elevation faced a field of trees that served to continue the plantings that Dahlstrand and the Reimers family established in their own complex, a treescape that effectively linked San Carlos and Dolores Streets. The trees tempered what later became a bare parking lot. Walter Burde and Walter Shaw (Burde Shaw Associates), architects of the Northern California Saving and Loan, understood Carmel's heritage to be that of a city built amidst densely forested land. They sought to mitigate the impact of a typical parking lot, a heat sink, by "returning" it to forest and hired landscape architect and UC Berkeley graduate Harry H. Tsugawa (1931-2003) to design a landscape populated by a variety of trees and plants, exemplifying what became termed "the urbanized forest."[20] Tsugawa's plant list of trees, shrubs, and vines for the open space numbered an extraordinary 2,362. Many of the trees were Monterey pines, *Pinus radiata*, a robust tree native to the Monterey Peninsula and Santa Cruz (**Figures 8-9**).

Dahlstrand's design is masterful in its play of solid and void along with a disciplined palette of texture and variety on behalf of the pedestrian experience. The courtyard, with its own urbanized forest of trees and verdant plantings, and the graduated stepped volumes entice the visitor in the

[20] As noted in the City of Carmel-by-the-Sea Carmel Forest Management Plan, 2001, "Carmel's forest is an 'urbanized' forest rather than an 'urban' forest. 'Urban' forests are planted after the urban development and typically consist of single species, regularly spaced trees planted in a row between the sidewalk and the street. An 'urbanized' forest existed before the development and is characterized by its diversity in species, age and randomness in tree location resulting in meandering streets of varying width." The phrase was introduced in 1995, referring to development in the Amazon.

interior of the courtyard (**Figure 10**). Typically, urban infill courtyard designs turn inward, permitting the architect to control views, light, and the overall spatial experience. For Reimers' Stonehouse Terrace, the west end is oriented outward, thus disrupting the careful spatial arrangement and material selection of the eastward-facing design elements. This deliberate loss control would be a risky maneuver for most architects working in downtown environments. Dahlstrand understood the extraordinary, integrated landscape, hardscape, and building design of Northern California Savings and Loan complex to his west. In response, he flipped the orientation of the upper western spaces and added a balcony terrace running the length of the building, set high like a treehouse fort to look out through the branches of the Monterey pine screen that Tsugawa had planted. Dahlstrand detailed that entire elevation with the same materials and colors as those of the neighboring complex, even duplicating the stucco wall color and thickness. He thereby created a firm material and spatial connection with Burde and Shaw's lush garden courtyard with its carefully detailed terracing and thousands of new plants framing the expressive sculptural roof form of the savings and loan.

It can be argued that it took sensitivity and self-confidence for an architect to direct views away from his own work, acknowledging the character of an existing context before proceeding. Dahlstrand demonstrated such respect while not compromising his own vision. His choices here speak a deeper and wider concern, that of connecting and reinforcing the urbanized forest that is Carmel's definitive character-defining feature, a forest that flows through the city to the hills and valleys beyond.

In a June 23, 2006 letter to *The Carmel Pine Cone*, Dahlstrand spoke on behalf of preserving good architecture. When the former Northern California Savings and Loans building was threatened with demolition, he wrote,

> The issues surrounding the proposed demolition… are central to a greater problem facing Carmel, namely, the precipitous decline in the community's historical appreciation and esteem for all things of cultural value. This is especially true in the realm of art and architecture. The building, originally designed as a bank by two of Carmel's most talented architects, Walter Burde and Will Shaw, was immediately recognized as an exceptionally fine work. This should be the principal reason for its retention. The age of a structure is not necessarily worth treasuring, but an excellent design is. The possible approval of its demolition to make room for another development on the site threatens to continue the city's habitual acceptance of bad design throughout the residential and commercial district. Carmel, because of its failure to insist on the level of aesthetic excellence that was its historical standard, is morphing into just another mediocre high-priced suburb… Decisions on what is important architecture should be made by Carmelites, not outside consultants who haven't a clue about Carmel's history, traditions, and essence.[21]

[21] Olof Dahlstrand, "Save the Bank Building" letter to the editor, *The Carmel Pine Cone*, June 23, 2006, 22A.

Criteria Consideration G

Archival drawings and renderings signed by Olof Dahlstrand are dated 1976 and the property was approved by the Carmel Planning Commission on March 13, 1976. As a property studied and recognized as an important work of design by master architect Olof Dahlstrand that has brought architectural distinction to the city of Carmel-by-the-Sea since its completion in 1977, Reimers' Stonehouse Terrace meets Criteria Consideration G: Properties That Have Achieved Significance Within the Last Fifty Years.

Conclusion

Reimers' Stonehouse Terrace is eligible for the National Register of Historic Places at the local level of significance under Criterion C in the area of Architecture as the work of a master, possessing high artistic values. The property exemplifies a skillful synthesis of Dahlstrand's organic Modernism with the vernacular rusticity of an older Carmel, demonstrating a respect for the city's urban scale and precedents. His deliberate use of redwood and stucco in parts of his design pays homage to the nearby 1972 Northern California Savings and Loan, thus establishing aesthetic continuity with the work of his architectural peers and colleagues, Burde and Shaw, and with his own 1965 Wells Fargo Bank, both excellent examples of Bay Area Regional Modernism. Reimers' Stonehouse Terrace uniquely embodies this unusual triptych of syntheses in the City of Carmel. Dahlstrand's ability to create a stable and enduring sense of place, making a strong contribution to Carmel's history, architecture and culture since its completion in 1977, has the exceptional significance to meet Criteria Consideration G.

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_____. Lecture "Olof Dahlstrand." AIA Monterey Bay, Aug. 26, 2021.

Welty, Bea and Bill. *Olof Dahlstrand: The Usonians — The Magnificent Seven of the East Bay*. Self-published. 2007.

Previous documentation on file (NPS):

____ preliminary determination of individual listing (36 CFR 67) has been requested
____ previously listed in the National Register
____previously determined eligible by the National Register
____designated a National Historic Landmark
____ recorded by Historic American Buildings Survey #_____
____recorded by Historic American Engineering Record # _____
____ recorded by Historic American Landscape Survey # _____

Primary location of additional data:

____ State Historic Preservation Office
____ Other State agency
____ Federal agency
____ Local government
____ University
____ Other
Name of repository: _____

Historic Resources Survey Number (if assigned): _____

10. Geographical Data

Acreage of Property ____less than one acre_____

Latitude/Longitude Coordinates
Datum if other than WGS84:_____
(enter coordinates to 6 decimal places)
1. Latitude: 36.564296 Longitude: -121.921852

Verbal Boundary Description (Describe the boundaries of the property.)

Legal Description as follows,

The South half of lot Numbered 3 and all of Lots 5 and 7 in Block Numbered 91, as said Lots and Block are shown on that certain map entitled, Map of "Carmel-by-Sea," filed for record March 7, 1902 in the office of the County Recorder of the County of Monterey, State of California in Volume 1 of Maps, "Cities and Towns at page 2."

Boundary Justification (Explain why the boundaries were selected.)

In accordance with the above legal description.

11. Form Prepared By

name/title: Barbara Lamprecht
organization: Modern Resources
street & number: 550 E. Jackson Street
city or town: Pasadena state: CA zip code: 91104
e-mail: bmlamprecht@gmail.com
telephone: (626) 264-7600
date: February 2026

Additional Documentation

Submit the following items with the completed form:

- **Maps:** A **USGS map** or equivalent (7.5 or 15 minute series) indicating the property's location.
- **Sketch map** for historic districts and properties having large acreage or numerous resources. Key all photographs to this map.
- **Additional items:** (Check with the SHPO, TPO, or FPO for any additional items.)

Photographs

Submit clear and descriptive photographs. The size of each image must be 1600x1200 pixels (minimum), 3000x2000 preferred, at 300 ppi (pixels per inch) or larger. Key all photographs to the sketch map. Each photograph must be numbered and that number must correspond to the photograph number on the photo log. For simplicity, the name of the photographer, photo date, etc. may be listed once on the photograph log and doesn't need to be labeled on every photograph.

Photo Log

Name of Property:	Reimers' Stonehouse Terrace
City or Vicinity:	Carmel-by-the-Sea
County:	Monterey
State:	California
Photographer:	Ian Martin
Date Photographed:	May 27, 2025; June 3, 2025; February 15, 2026

Description of Photograph(s) and number, include description of view indicating direction of camera:

1 of 19 South and east elevations, facing northwest (06/03/2025)

2 of 19 Whole east elevation, facing west (05/27/2025)

3 of 19 East elevation, facing southwest (05/27/2025)

4 of 19 East elevation, facing northwest (05/27/2025)

5 of 19 East elevation, facing northwest (05/27/2025)

6 of 19 Stairs to interior courtyard as seen from San Carlos Street, facing west (05/27/2025)

7 of 19 East elevation, facing west (05/27/2025)

8 of 19 East and north elevations, facing southwest (06/03/2025)

9 of 19 East elevation, facing southwest (06/03/2025)

10 of 19 Stonework detail, east elevation, facing southwest (06/03/2025)

11 of 19 North elevation, facing southwest (06/03/2025)

12 of 19 Whole west elevation across parking lot of adjacent property, facing east; wooden shed on right is on adjacent property (02/15/2026)

13 of 19 Western wing, facing northwest (02/15/2026)

14 of 19 Interior courtyard, facing west (06/03/2025)

15 of 19 Interior courtyard, facing north (02/15/2026)

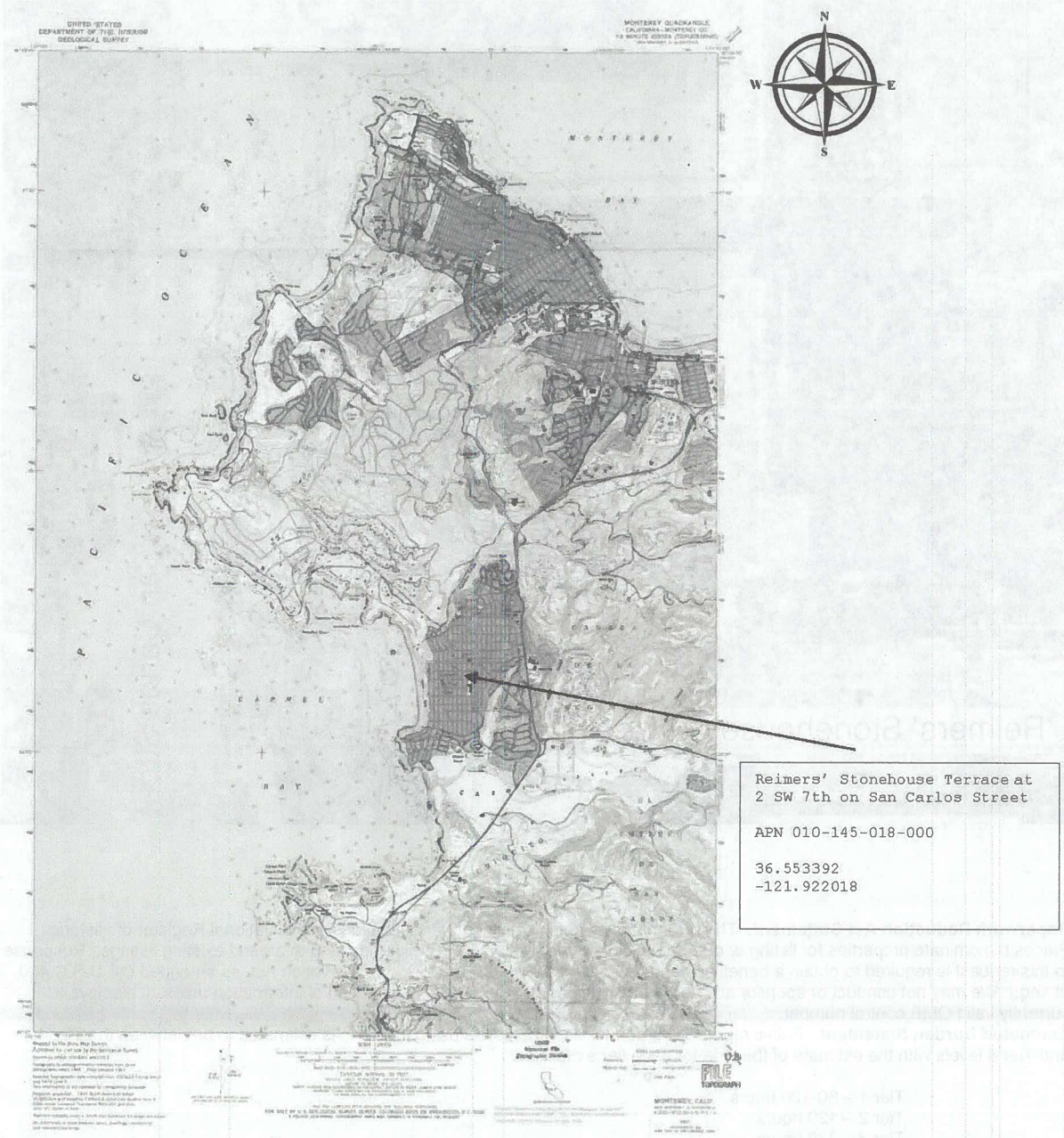
16 of 19 Interior courtyard, facing west (02/15/2026)

17 of 19 Interior courtyard, facing southeast (02/15/2026)

18 of 19 South elevation, facing north (02/15/2026)

19 of 19 South elevation across adjacent property courtyard, facing north (02/15/2026)

Location Map



Reimers' Stonehouse Terrace
Name of Property

Monterey, California
County and State

Sketch Map/Photo Key



Paperwork Reduction Act Statement: This information is being collected for nominations to the National Register of Historic Places to nominate properties for listing or determine eligibility for listing, to list properties, and to amend existing listings. Response to this request is required to obtain a benefit in accordance with the National Historic Preservation Act, as amended (16 U.S.C.460 et seq.). We may not conduct or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB control number.
Estimated Burden Statement: Public reporting burden for each response using this form is estimated to be between the Tier 1 and Tier 4 levels with the estimate of the time for each tier as follows:

Tier 1 – 60-100 hours
Tier 2 – 120 hours
Tier 3 – 230 hours
Tier 4 – 280 hours

The above estimates include time for reviewing instructions, gathering and maintaining data, and preparing and transmitting nominations. Send comments regarding these estimates or any other aspect of the requirement(s) to the Service Information Collection Clearance Officer, National Park Service, 1201 Oakridge Drive Fort Collins, CO 80525.

Figure 1 Tract Map for Wells Fargo Bank, March 7, 1902; Source: City of Carmel Planning Division (North <)

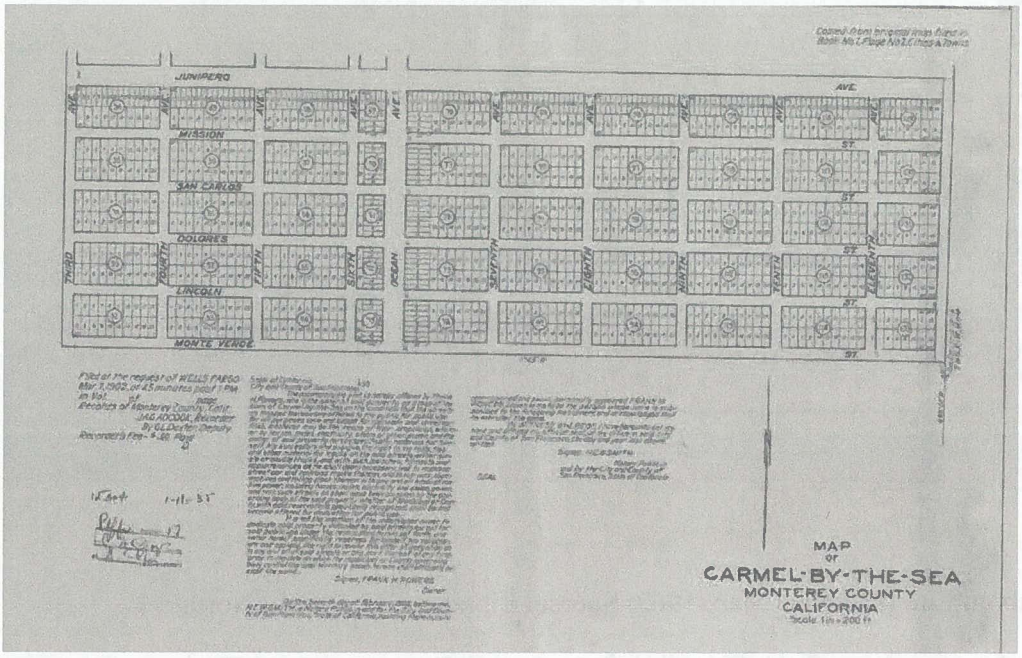


Figure 2 Sanborn Fire Insurance Map, 1910; Source: Library of Congress (North >)

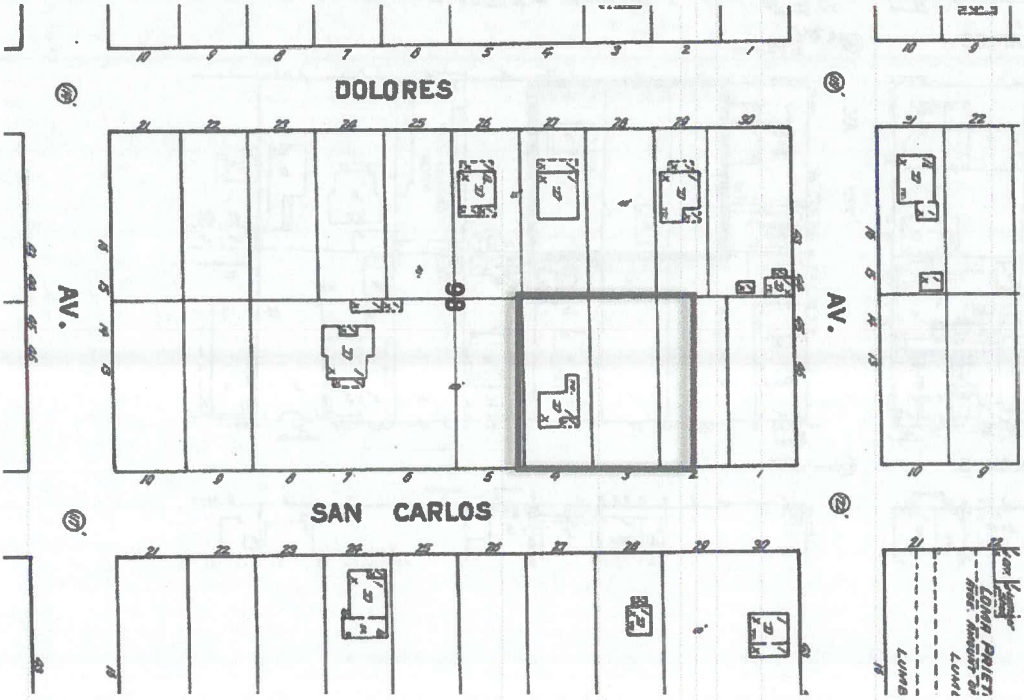


Figure 3 Sanborn Fire Insurance Map, 1924; Source: Library of Congress (North <)

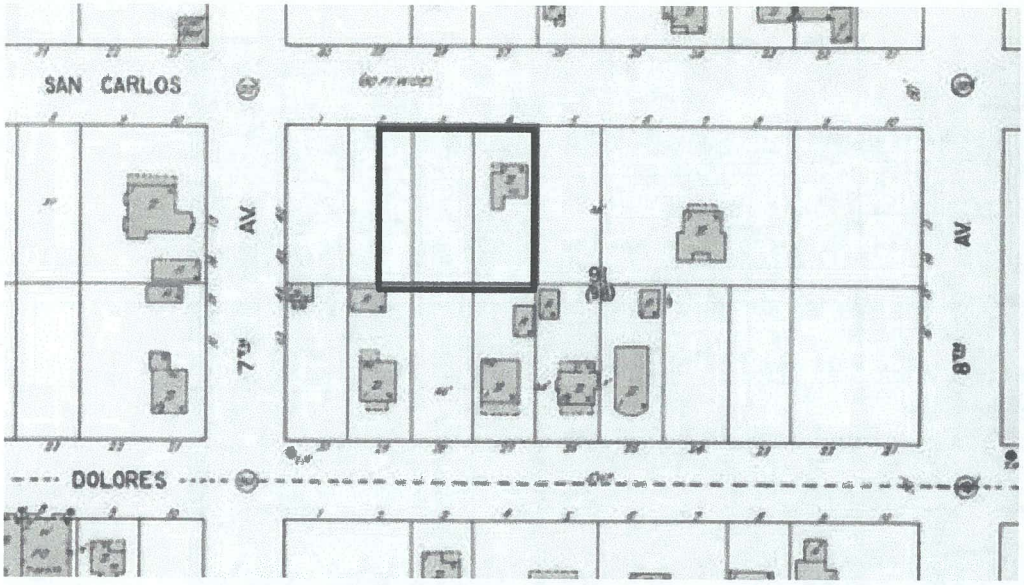


Figure 4 Sanborn Fire Insurance Map, 1962; Source: Library of Congress (North <)

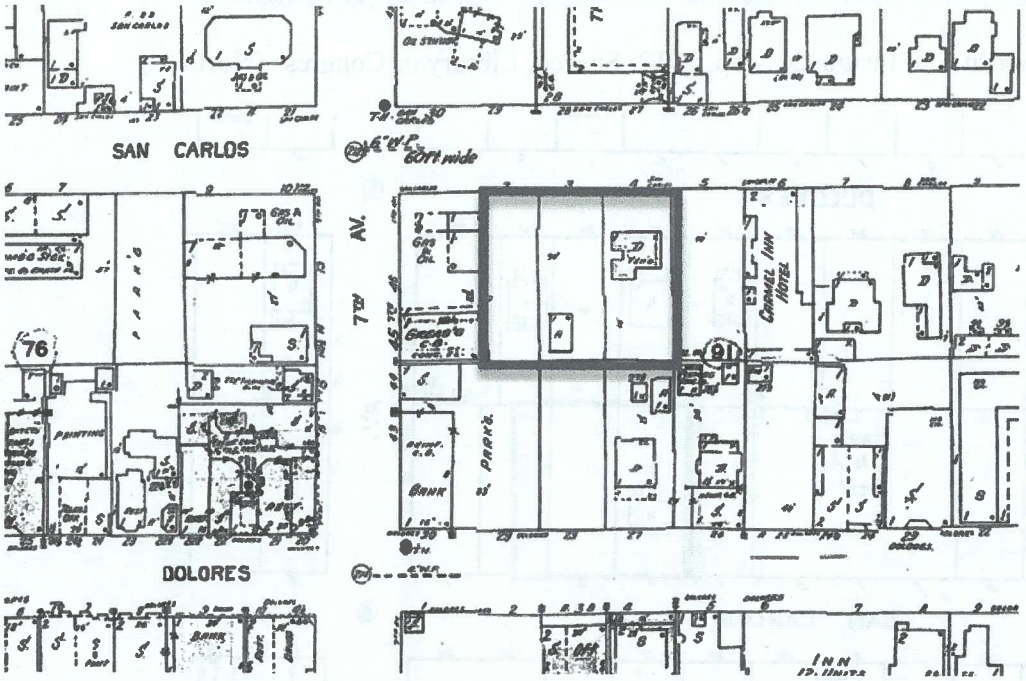


Figure 5 La Playa home of Chris Jorgensen and Angela Ghirardelli, 1905; Source: https://www.carmelcalifornia.com/history-of-carmel/



Figure 6 Robinson and Una Jeffers home, 1919; Source: https://www.carmelcalifornia.com/history-of-carmel/



Figure 7 Carmel Art Association, 1927; Source: https://www.carmelcalifornia.com/history-of-carmel/

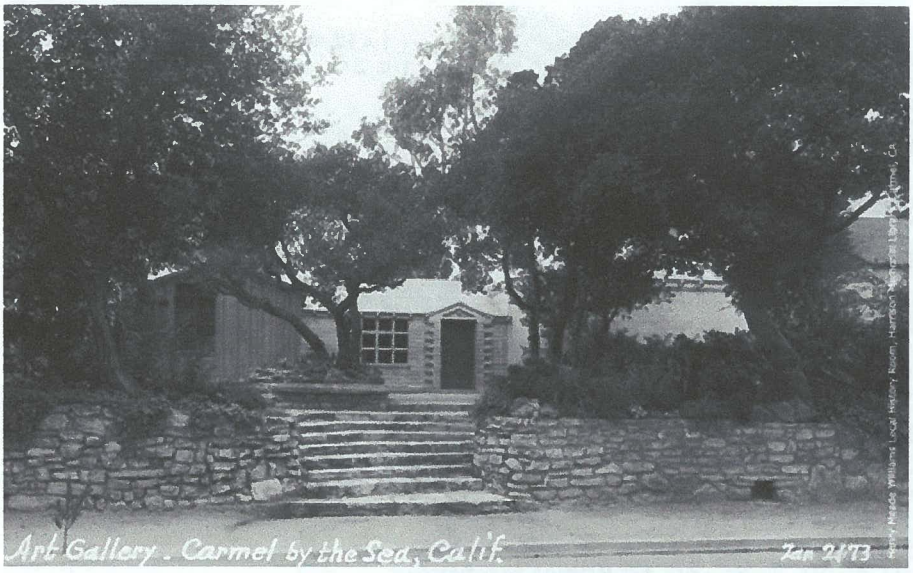


Figure 8 Assessor's Parcel Map showing physical relationship among Northern California Savings and Loan (blue), Tsugawa landscape (green), and Reimers' Stonehouse Terrace (brown); Source: County of Monterey (North <)

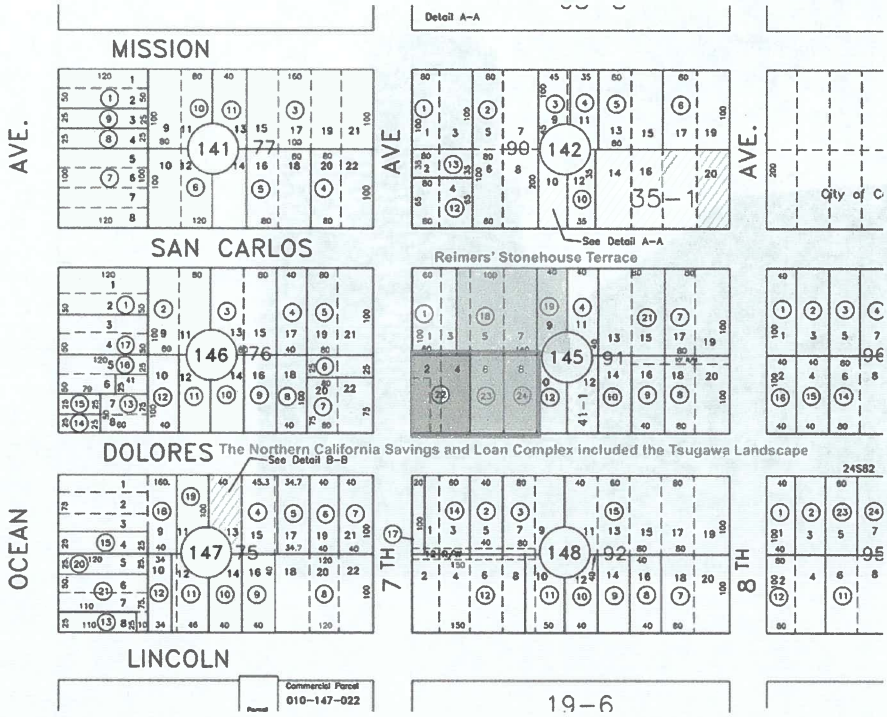


Figure 9 Site Development Plan, Palo Alto-Salinas Savings (as of 1972, Northern California Savings and Loan) Permit 72-80, April 19, 1972; line of trees at top of drawing abuts west elevation of Reimers' Stonehouse Terrace; Source: Reimers Family

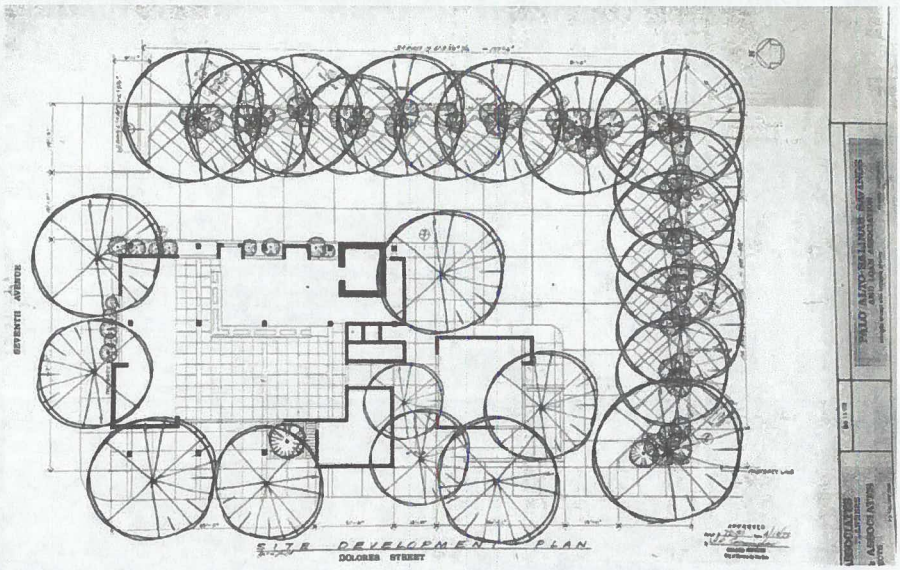


Figure 10 Reimers' Stonehouse Terrace, March 1976, view facing west (above) and northwest (below) graphite rendering by Olof Dahlstrand; Source: Reimers Family

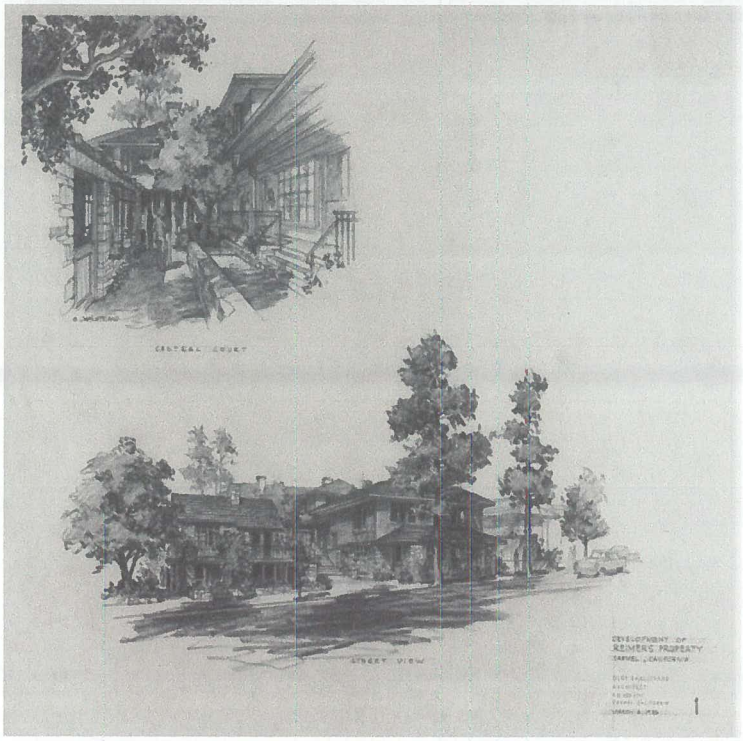


Figure 11 Reimers' Stonehouse Terrace, March 1976, view facing west, graphite rendering by Olof Dahlstrand; Source: Reimers Family

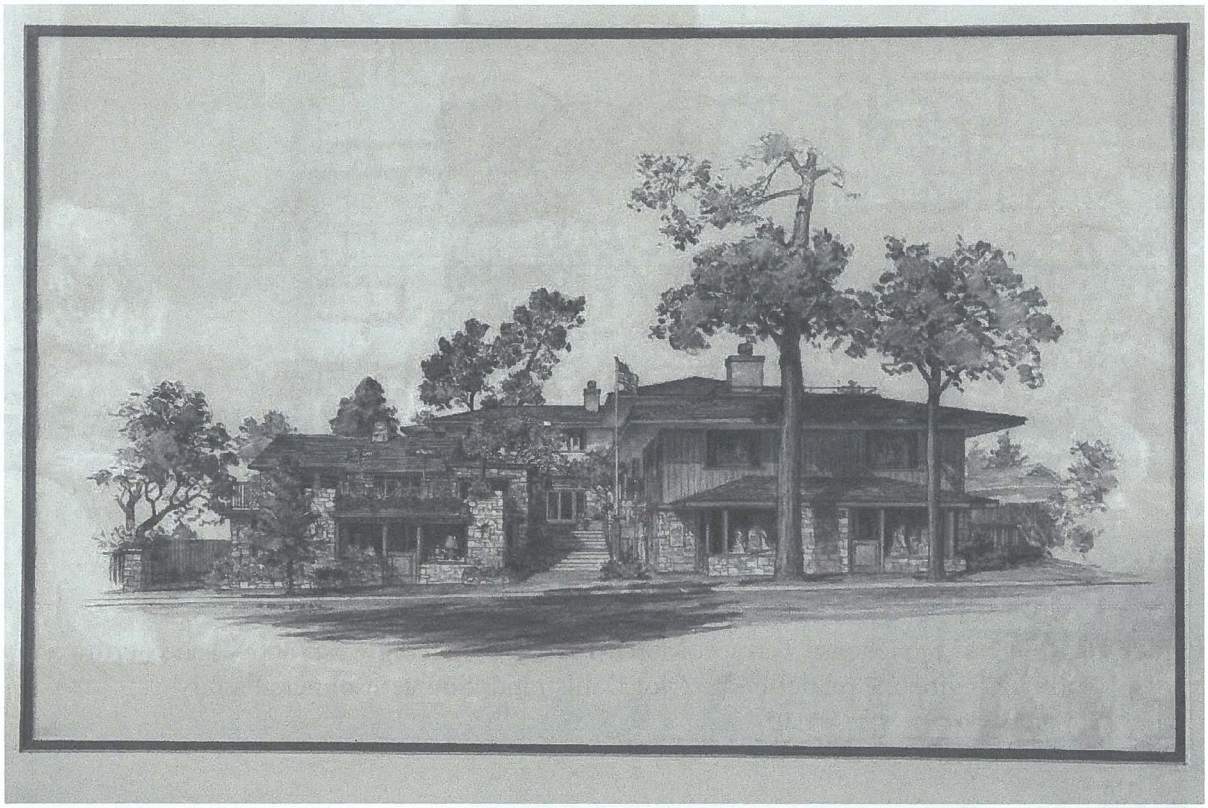


Photo 1 South and east elevations, facing northwest

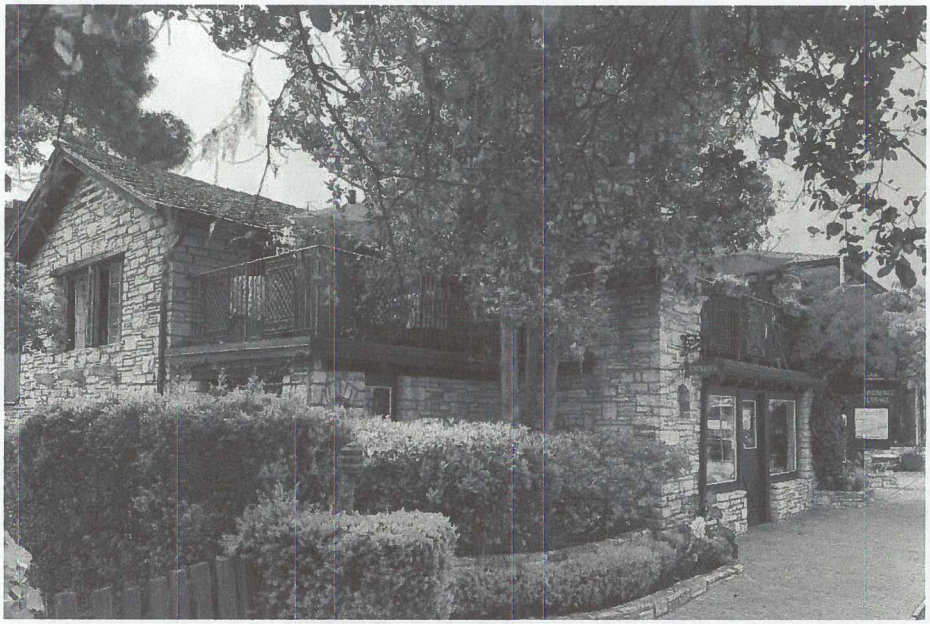


Photo 2 Whole east elevation, facing west



Photo 3 East elevation, facing southwest



Photo 4 East elevation, facing northwest

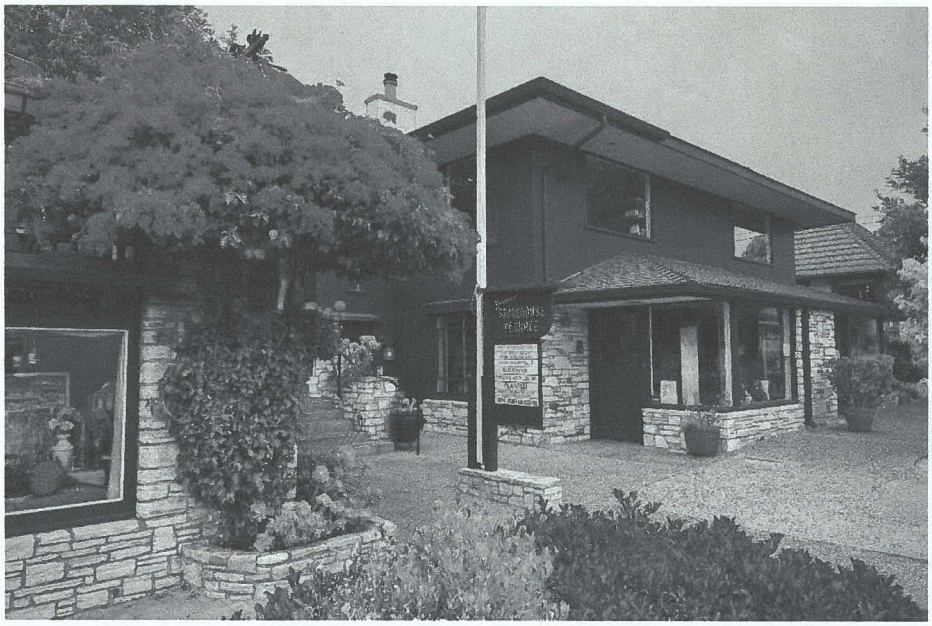


Photo 5 East elevation, facing northwest

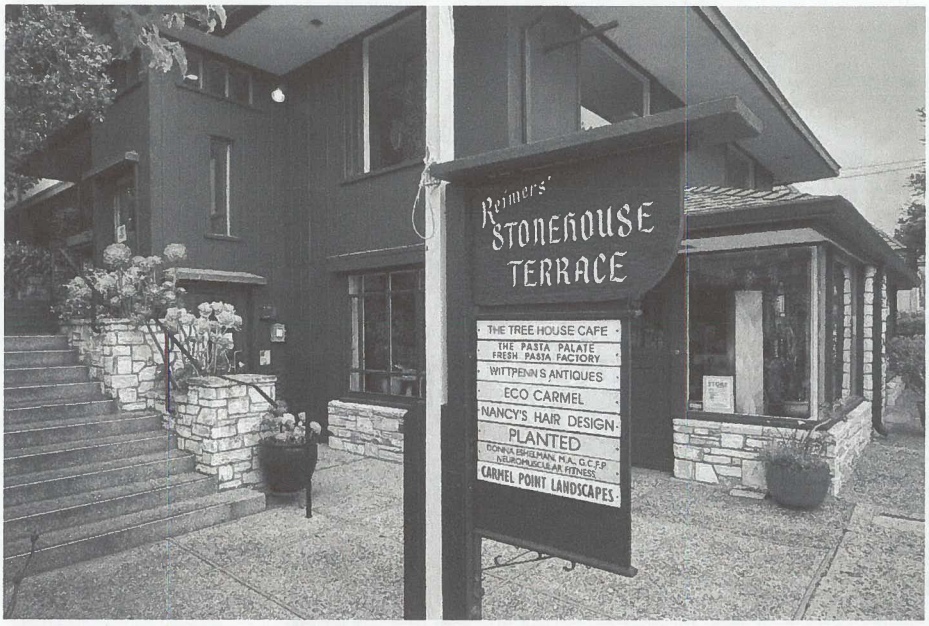


Photo 6 Stairs to interior courtyard as seen from San Carlos Street, facing west

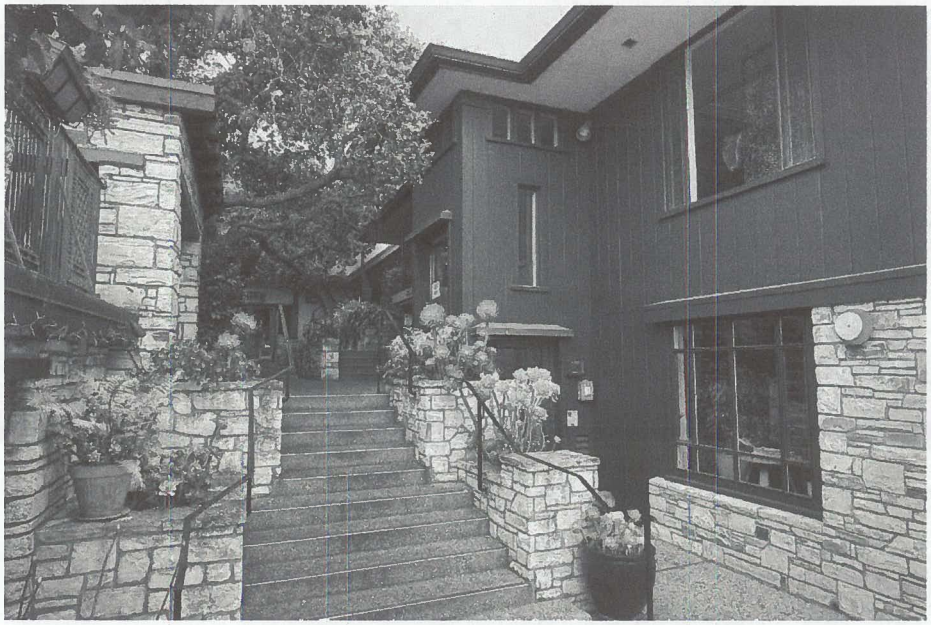


Photo 7 East elevation, facing west

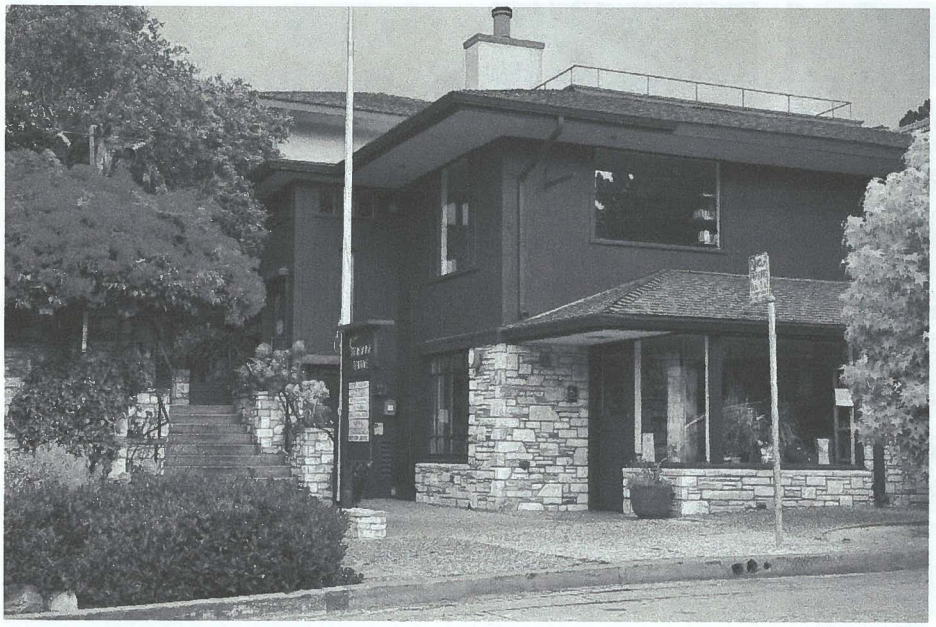


Photo 8 East and north elevations, facing southwest



Photo 9 East elevation, facing southwest

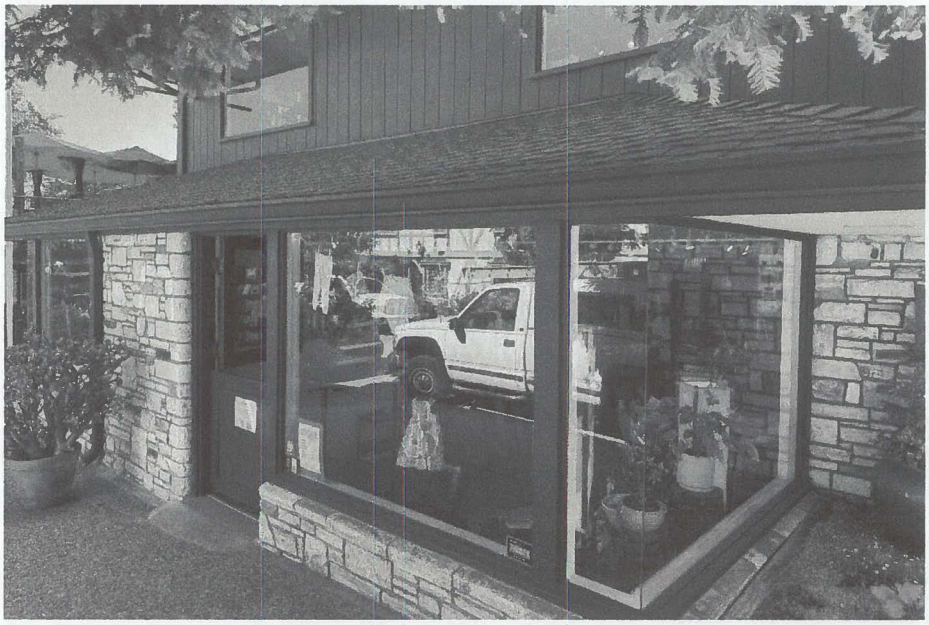


Photo 10 Stonework detail, east elevation, facing southwest



Photo 11 North elevation, facing southwest

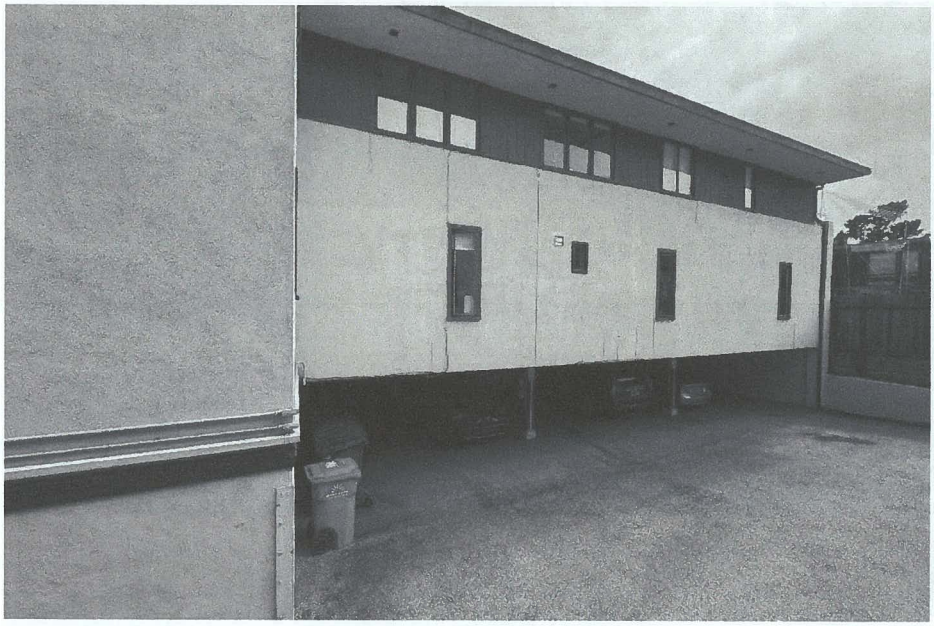


Photo 12 Whole west elevation across parking lot of adjacent property, facing east; wooden shed on right is on adjacent property



Photo 13 Western wing, facing northwest



Photo 14 Interior courtyard, facing west



Photo 15 Interior courtyard, facing north

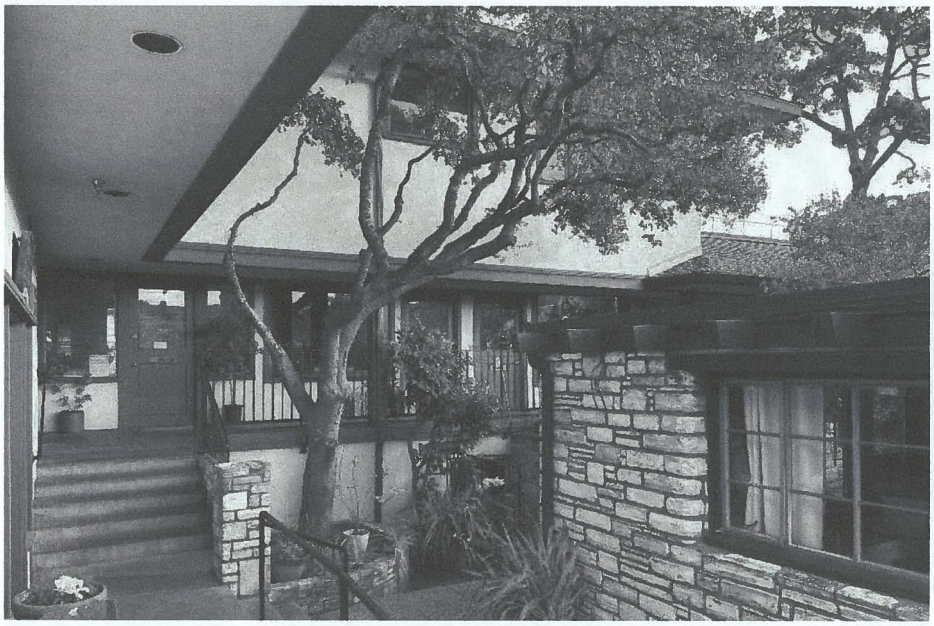


Photo 16 Interior courtyard, facing west

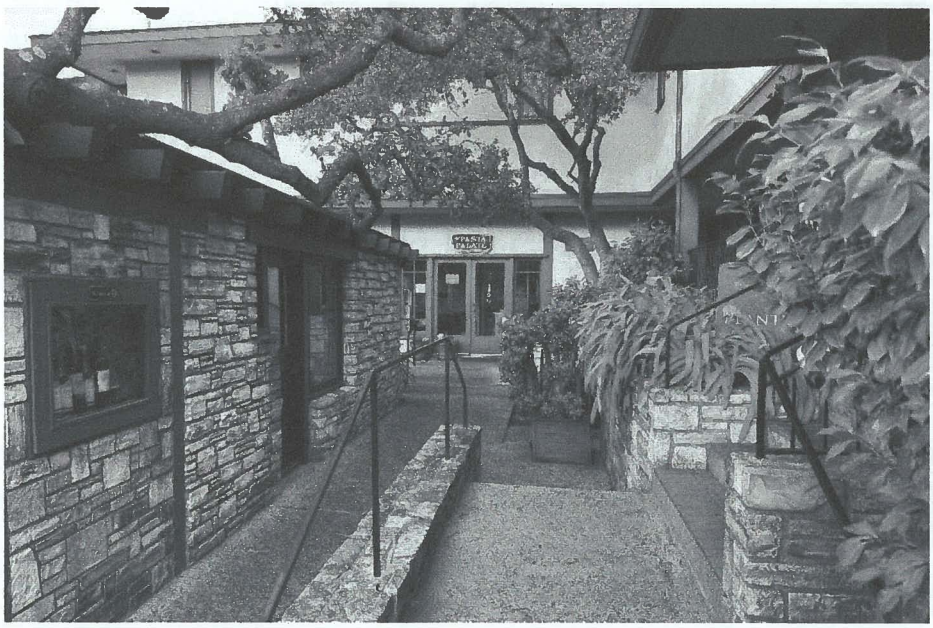


Photo 17 Interior courtyard, facing southeast

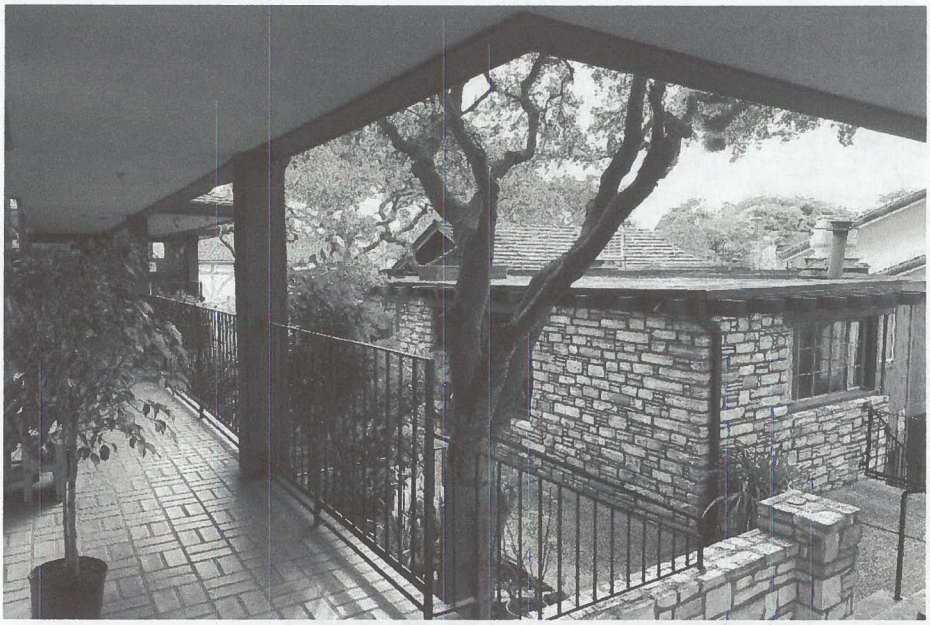


Photo 18 South elevation, facing north

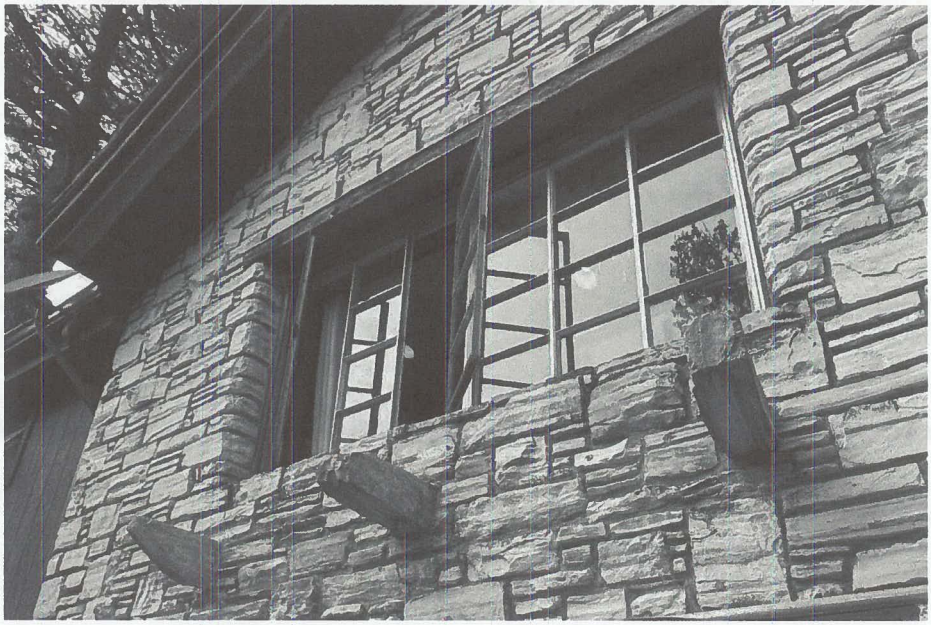
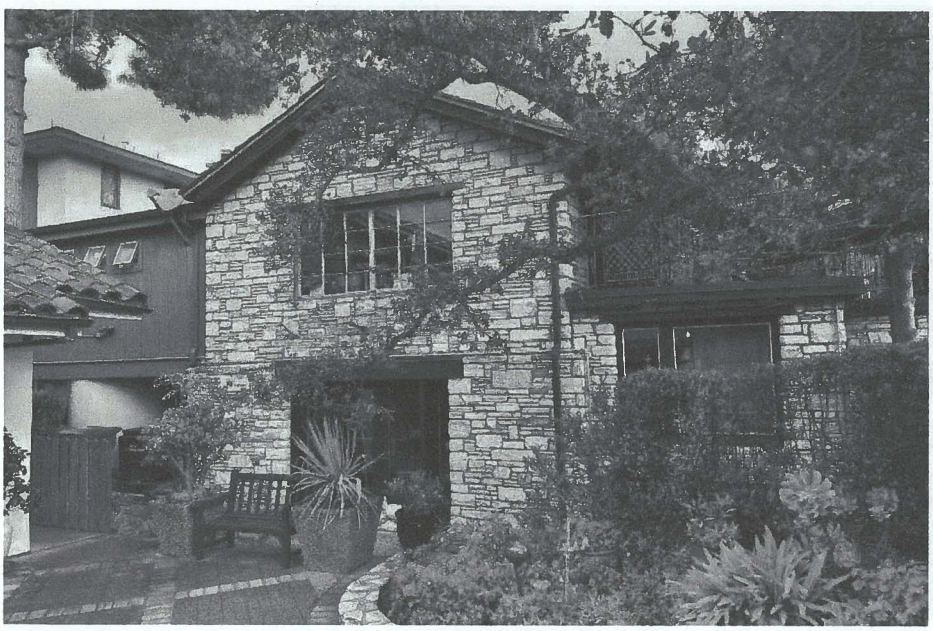


Photo 19 South elevation across adjacent property courtyard, facing north



State of California -- The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
PRIMARY RECORD

Primary # _____
HRI # _____
Trinomial _____
NRHP Status Code _____
Other Listings _____
Review Code _____ Reviewer _____ Date _____

 ***Resource Name or #:** (Assigned by recorder) Reimers' Stonehouse Terrace

P1. Other Identifier: San Carlos 2 SW of 7th Ave.

***P2. Location:** ☐ **Not for Publication** ☒ **Unrestricted** ***a. County** Monterey
and (P2b and P2c or P2d. Attach a Location Map as necessary)
***b. USGS 7.5' Quad** Monterey **Date** 2012 **T** ; **R** ; ¼ **of** ¼ **of Sec** ; Mount Diablo **B.M.**
c. Address San Carlos 2 SW of 7th Ave. City Carmel by the Sea Zip 93921
d. UTM: (Give more than one for large and/or linear resources) Zone ; mE/ mN
e. Other Locational Data: (e.g., parcel #, directions to resource, elevation, etc., as appropriate)
APN 010-145-018, Block 91, S 20 FT of lot 3; All of lots 5 & 7

***P3a. Description:** (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting and boundaries)

The Reimers' Stonehouse Terrace commercial complex is located on the west side of San Carlos Street, between 7th and 8th Avenues. There are two separate buildings within the complex: the southernmost building was constructed about 1904, and the northernmost building was constructed in 1977.
Ruth Milwain bought lot 7, Block 91 from the Carmel Development Company in 1904 (*Pajaronian*, 8/11/1904, p. 6). She later bought lots 3, 5, and 9 in the same block. The 1910 Sanborn Map indicates that she built a one-story wood-framed L-shaped cottage on lot 7. A small front porch was located on the northeast corner of the house. By 1930, the Sanborn Map (Figures 16-19) indicates a small addition was added to the southeast corner of the house, and a garage was added to lot 5 (this may have been BP# 984, issued in May 1925). The Reimers family bought the property in the late 1930s. Two permits for remodeling the house were issued in 1944 (BP# 1104) and 1948 (BP# 1710). The first was for building an unspecified addition and adding the (cont. p. 3)

***P3b. Resource Attributes:** (List attributes and codes) HP6, 1-3 story commercial building; HP3, multiple family dwelling
***P4. Resources Present:** ☒Building ☐Structure ☐Object ☐Site ☐District ☐Element of District ☐Other (Isolates, etc.)



P5b. Description of Photo: (View, date, accession #) Front Elevation, 03/2026
***P6. Date Constructed/Age and Sources:** c. 1904; 1977 ☒ Historic ☐Prehistoric ☐Both BP# 76-191
***P7. Owner and Address:**
Reimers Family Trust
POB 41
Carmel, CA. 93921
***P8. Recorded by:** (Name, affiliation, and address)
Meg Clovis
14024 Reservation Rd.
Salinas, CA 93908
***P9. Date Recorded:** 03/2026
***P10. Survey Type:** (Describe)
Intensive

***P11. Report Citation:** (cite survey report and other sources, or enter "none.") Carmel Historic Resources Survey, 1990
***Attachments:** ☐**NONE** ☐Location Map ☐Sketch Map ☒Continuation Sheet ☒Building, Structure and Object Record
☐Archaeological Record ☐District Record ☐Linear Feature Record ☐Milling Station Record ☐Rock Art Record
☐Artifact Record ☐Photograph Record ☐Other (List)

State of California -- The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
Primary # _____
HRI # _____

BUILDING, STRUCTURE, AND OBJECT RECORD

***NRHP Status Code 5S3**

***Resource Name or #** (Assigned by recorder) Reimers' Stonehouse Terrace

B1. Historic Name: Reimers Residence

B2. Common Name: San Carlos 2 SW of 7th Ave.

B3. Original Use: Residence B4. Present Use: Mixed-Use Commercial

***B5. Architectural Style:** Organic

***B6. Construction History:** (Construction date, alteration, and date of alterations) Cottage built c. 1904; Commercial building built in 1977 (see P3a for description of alterations and dates).

***B7. Moved?** x☐No ☐Yes ☐Unknown **Date: Original Location:**

***B8. Related Features:** N/A

B9a. Architect/Designer: Olof Dahlstrand b. Builder: Ausonio Construction

***B10. Significance Theme:** The Carmel Dynamic Continues (1966-1986) **Area** Carmel by the Sea

Period of Significance: 1977 **Property Type:** Building **Applicable Criteria:** CR3

(Discuss importance in terms of historical or architectural context as defined by theme, period, and geographic scope. Address integrity.)

Ruth May Milwain (1858-1947) bought lot 7, Block 91 in 1904 from the Carmel Development Company. By 1910 a small one-story cottage was developed on the property (1910 Sanborn Map). Ruth Milwain was born in Placer County. She was the daughter of Alexander Milwain, a carpenter, who immigrated from New York to California with the Argonauts of 1849 (also known as the "forty-niners", seeking their fortunes in the California Gold Rush). The family later settled in Oakland where Mr. Milwain opened a contracting business. Ruth's brother, William Milwain, was an architect who worked in Oakland and San Francisco. Ruth likely received help from her father and brother to build the small vacation cottage in Carmel. In 1916 Ruth bought lots 3, 5, and 9 in Block 91 (*The Californian*, 12/9/1916, p. 6).

Norwegian immigrants Niels Juel Reimers (1899-1969) and Kristi Reimers (1903-1964) settled in Carmel in the 1920s. The couple borrowed $10,000 from Barney Segal in the late 1930s and bought lots 5, 7, and 9 in Block 91. At that time, a plumbing shop was on lot 9 (presently APN 010-145-019-000, located directly south of the subject property). They remodeled the plumbing shop into the Carmel Inn, and they lived in the cottage. Niels was an electrician for Rohr Electric in the Village and Kristi managed the Inn. (cont. p. 5)

B11. Additional Resource Attributes (List attributes and codes):

***B12. References:**

Carmel Context Statement & Historic Preservation Ordinance
Building File, Carmel Planning Dept.
National Register Bulletin 15
Gunnar Reimers Obit., *Carmel Pine Cone*, 10/11/2019.
Niels Reimers Oral History, Harrison Memorial Library, 3/18/2016
Census Records & US Directories accessed through Ancestry.com.
Newspapers accessed through Newspapers.com.
Sanborn Maps

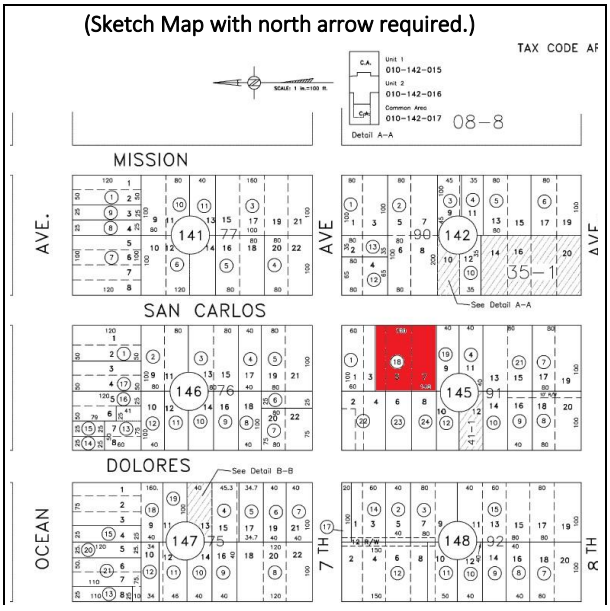
B13. Remarks

***B14. Evaluator:** Meg Clovis

***Date of Evaluation:** 03/2026

(This space reserved for official comments.)

(Sketch Map with north arrow required.)



***Required Information**

P3a. Description continued:

rock veneer that faces the building today. The second permit was for another addition, a new foundation, a general remodel and more chalk rock veneer. By 1962 the Sanborn Map reveals that the footprint had changed to a U-shape and the northeast porch had been enclosed. In 1977 the Reimers' sons, Gunnar and Niels, significantly remodeled the house to incorporate it into their new Stonehouse Terrace development (BP# 76-191). This remodel, designed by architect Olaf Dahlstrand, included building a one-story addition with a roof-top patio across the front elevation. The final change to the building was the removal of the chalk rock chimney and fireplace in 2013 (no building permit on file). There is no record of what the Milwain cottage originally looked like, and it can be safely said that the building no longer resembles the Milwain vacation cottage or the Reimers' home where the family lived in the 1940s and 1950s. For this reason, no character-defining features are identified for the former cottage.

Today the former Milwain/Reimers cottage is a two-story building with an antique store on the ground level and a restaurant on the second level. On the east façade, plate glass windows flank the central Dutch door. Another entry is located on the ground floor on the south elevation. A plaque on the wall above the south door is inscribed *Solveig Marie Reimers*, the name of the Reimers' one month old daughter who passed away in 1930. Concrete stairs lead up to the second floor to the restaurant entrance at the north elevation. The entrance is in the indent of the U plan. The restaurant's rooftop patio is above the antique store and faces San Carlos Street. Most of the building's original fenestration was changed in 1977 to serve the building's new commercial use.

In 1977 Olof Dahlstrand designed and executed the Reimers Stonehouse Terrace mixed-use commercial building, located on lot 5. The L plan building has mid-level retail and office units, two apartment units on the upper level, and a lower-level parking garage below the north wing. The building is located on a parcel that slopes down towards San Carlos Street. Dahlstrand used the topography as an opportunity to step the building up the site. A single-story store is located on the ground level facing San Carlos Street. From there, the building moves up the slope into its three-story massing. A low-pitched cross hipped roof system is used throughout. The wide, overhanging boxed eaves are a prominent feature. Most exterior walls are covered with cement stucco, especially the less visible elevations. Chalk rock faces the ground floor exterior walls along San Carlos Street and then the siding transitions into vertical redwood planks in the courtyard area. A variety of window types are used throughout the building. Many are fixed plate glass windows, but others are shallow bay windows, located along the mid-level retail and office walkway.[1] The windows in the west wing are fixed glass with grid frames. Doors vary as well. Dahlstrand used both glazed doors and Dutch doors, the latter of which can be credited to a long-standing Carmel design tradition. The upper-level apartments have balconies.

The courtyard between the two buildings is an important defining space. Like the 1977 building, the landscape features are stepped up the site, in a network of stairs and terraces. Photographs indicate that Dahlstrand

[1] Figure 20 shows multipaned windows in the midlevel walkway, but there is no evidence that they were actually installed.

incorporated chalk rock planters, aggregate walkways, and concrete steps up to the mid-level retail space. These provided the foundation for lush plantings. There is no record in the building file that a landscape architect was responsible for the landscape plan.

In 2012 the Reimers brothers hired architect Robert Littell to build an enclosure for the existing ADA lift within the north wing of the mixed-use building and to redesign the entrance to the Stonehouse Terrace courtyard. Littell's design did not change the spatial relationships between the two buildings, which is defined by the courtyard. It did result in the stepped chalk rock planters that border the entry stairs today, rebuilt stairs, new planters, and new railings throughout the courtyard.

Dahlstrand was recognized for his Usonian or Organic[2] style buildings and he used Usonian principles in his design of the Stonehouse Terrace. These principles include:

- The Stonehouse Terrace building harmonizes with its natural environment. This is demonstrated by how Dahlstrand's design responded to the sloped terrain of the site.
- Dahlstrand design used regional and natural materials, such as chalk rock and redwood to relate to the building's setting.
- Dalhstrand's design used a low-pitched roof with deep overhanging eaves to provide protection from the weather.
- Dahlstrand's design incorporates a wide variety of windows to connect indoors and outdoors.

The character-defining features of the Reimers' Stonehouse terrace property includes the following:

<u>1977 Mixed-Use Commercial Building</u>

- The low-pitched hipped roof system with wide overhanging boxed eaves.
- The L-shaped plan, one and two-story massing, and stepped arrangement of the building on the site.
- The chalk rock, vertical redwood siding and cement stucco siding.
- Original window and door openings including all original door and window variations.

<u>1977 Site Features</u>

- Primary pedestrian access to courtyard from San Carlos Street.
- The central courtyard space.
- The brick along the mid-level retail walkway.
- Hardscape features such as the chalk rock planters and chalk rock walls.

Most of the alterations to the 1977 Stonehouse Terrace building have focused on interior changes and/or repairs. The building has been reroofed three times: in 1989 (BP# 89-119), in 2002 (BP# 02-02C), and in 2009 (BP# 09-02C). The original shake roofing was replaced with composition roofing in 2002. The Reimers brothers hired architect Robert Littell to design an enclosure for the ADA lift (located on the northeast side of the

[2] Carmel's Historic Context Statement refers to the Usonian style as the Organic style (see p. 137).

courtyard) in 2012 (BP# 12-182C). This slightly extended the roofline, and new windows were added to the second level of the east, west and south elevations of the new enclosure (see Figure 4). The simple design and arrangement of the windows do not compete with Dahlstrand's more complex window types. They are both compatible and differentiated from the original windows in the building and the ADA lift enclosure does not affect the building's integrity.

The 2012 alterations included constructing new aggregate concrete entry stairs into the courtyard and changing other elements within the courtyard. New chalk rock planters were added that bordered the stairs and new metal railings were added to the mid-level retail walkway. Although compatible materials were used to construct these alterations, the result was the removal of Olaf Dahlstrand's original courtyard entrance.

B10. Significance continued:

Their two sons, Niels and Gunnar, were raised in the cottage. Gunnar Reimers (1931-2019) attended Sunset School. After graduation he entered St. Olaf's College where he earned a degree in Physics. He then attended the University of California, Berkeley, where he graduated with a Business degree. Gunnar Reimers worked for Philco Ford Aerospace where he built satellite tracking stations worldwide. He retired in Carmel Valley.

Niels Reimers (1933-) studied at Stanford and Oregon State and received a Bachelor of Science in Mechanical Engineering. After serving three years in the US Navy, he worked in manufacturing, engineering, and contract management at Ampex Corporation and Philco Western Development Laboratories. He joined Stanford University in 1968 and founded the Office of Technological Licensing, serving as its director until his retirement in 1991. Niels Reimers currently lives in Carmel.

Ruth Milwain nor any member of the Reimers family are included in Carmel's Historic Context Statement as significant people.

In 1977 the Reimers brothers remodeled their old family home on San Carlos Street and built a new commercial complex, Reimers' Stonehouse Terrace, which included a restaurant, retail shops, offices and two apartments. They hired architect Olaf Dahlstrand to remodel the residence and design the new commercial complex.

Olof Dahlstrand (1916-2014) was born in Wisconsin, the son of Swedish immigrants. In 1939 he graduated from Cornell University with a degree in architecture. After designing buildings for the defense industry during World War II, he moved to the San Francisco Bay area and worked as an associate for Fred and Lois Langhorst. He became responsible for the practice in 1950 when they moved to Europe. Later he worked for Skidmore, Owings and Merrill. Between 1950 and 1958 Dahlstrand designed seven "Usonian" residences in the San Francisco Bay area. He opened an architectural office in Carmel in 1960, designing residences, schools, and commercial buildings. Locally he is best known for designing the Carmel Valley Shopping Center (1966) and the

Wells Fargo Bank in Carmel (1964).[3] Dahlstrand retired in 1984 and went on to serve on Carmel's Planning Commission and City Council. Olof Dahlstrand is included in Carmel's Historic Context Statement as a significant architect.

Both the Milwain/Reimers cottage (c. 1904) and the Reimers' Stonehouse Terrace (1977) were included in the Carmel Historic Resource Inventory that was completed in 1990[4]. Although the buildings were identified in the survey they were not evaluated for significance. Neither building is included in the California Office of Historic Preservation's *Built Environment Resource Directory* (BERD).

Evaluation for Significance

Historians use *National Register Bulletin 15*[5] as a guide when evaluating a property's significance whether on a local, state, or national level. As a first step, to determine whether a property is significant, it must be evaluated within its historic context and the City of Carmel's Historic Context Statement[6] provides this context. The City of Carmel's Historic Preservation Ordinance (Section 17.32.040) reiterates the role of *National Register Bulletin 15* in the evaluation of historic resources. Adopted eligibility criteria is modeled on the California Register's four criteria with the addition of specific qualifications for Criterion 3 (Section 17.32.040.D).

The Reimers' Stonehouse Terrace complex is not eligible under Criterion One (Events, Patterns, Trends) because no specific event led to the construction of the complex, and no important event took place in the complex.

The Reimers' Stonehouse Terrace complex is not eligible under Criterion Two (Person) because neither Ruth Milwain nor any member of the Reimers family made any notable contributions to the village of Carmel-by-the-Sea.

Criterion Three (Architecture) has three eligibility factors as follows:

a) The property embodies the distinctive characteristics of a type, period, or method of construction; or
b) The property represents the work of a master or important creative individual; or
c) The property possesses high artistic values.

Bulletin 15 defines distinctive characteristics as the physical features that commonly recur in individual types, and "to be eligible, a property must clearly contain enough of those characteristics to be considered a true

[3] The Wells Fargo Bank building is included in the California Office of Historic Preservation's *Built Environment Resource Directory* as a significant building with a status code of 5S2 (individual property eligible for local listing or designation).
[4] Other Cultural Resource Surveys have been completed in Carmel since 1990, and the 1990 survey should not be confused with the most recent survey which is posted on the City's website.
[5] National Register Bulletin 15. *How to Apply the National Register Criteria for Evaluation.* National Park Service. 1998.
[6] *Historic Context Statement: Carmel-by-the-Sea.* Approved by the City Council January 2025.

representative of a particular type." The Milwain cottage was remodeled in 1944, 1948, and 1977, which significantly changed the footprint of the house, added a second story, changed the exterior siding, and materially altered the front elevation. It is not a contributing building within the complex.

The Olof Dahlstrand-designed commercial complex, constructed in 1977, exhibits several of the Organic style's character-defining features, as described in Carmel's Historic Context Statement (see p. 137). These include the low-pitched hipped roof system with wide, overhanging boxed eaves, the use of modernist construction methods using natural and local materials, wide expanses of glass, and the central courtyard that links the old and new buildings. The Dahlstrand hardscape features within the courtyard were changed in 2012, but the space remains the same. The Reimers' Stonehouse Terrace building meets the first part of Criterion Three.

The Reimers' Stonehouse Terrace complex was designed by Olof Dahlstrand who is included in Carmel's Historic Context Statement as a significant architect because he was an important creative individual. The building meets the second part of Criterion Three.

Bulletin 15 explains the third part of Criterion Three as follows:
"A property is eligible for its high artistic values if it so fully articulates a particular concept of design that it expresses an aesthetic ideal. A property is not eligible, however, if it does not express aesthetic ideals or design concepts more fully than other properties of its type."

In Carmel the Organic style is fully articulated by the Mrs. Clinton Walker House on Scenic Avenue, which was designed by Frank Lloyd Wright. The Reimers' Stonehouse Terrace complex does not meet the third part of Criterion Three because it does not express aesthetic ideals or design concepts more fully than the Walker House.

The California Register's Fourth Criterion (Information Potential) is generally reserved for archeological sites. The Reimers' Stonehouse Terrace complex is not located within Carmel's Archeological Overlay Zone, and there is no evidence in the historical record that the complex meets the eligibility requirements for Criterion Four.

Integrity

Integrity is defined as the ability of a property to convey its significance. There are seven aspects of integrity and to retain integrity, a property must retain several, if not most aspects. Carmel's Historic Context Statement states that buildings designed by a significant architect should be strong examples of a particular architectural style, in this case the Organic style, and should possess sufficient historic integrity.

- Location: the Reimers' Stonehouse Terrace is still in its original location. The building retains integrity of Location.

- Design: the Dahlstrand designed commercial building has retained important design features such as the hipped roof system with wide, overhanging boxed eaves and the wide variety of fenestration types and patterns.
- Setting: the Reimers' Stonehouse Terrace complex is in a commercial setting which has not changed since its construction in 1977.
- Materials: the Dahlstrand designed commercial building within the complex retains integrity of materials, such as the redwood and chalk rock siding.
- Workmanship: the Dahlstrand designed commercial building within the complex has retained integrity of workmanship which is visible in the chalk rock siding and construction details.
- Feeling: Integrity of Feeling requires a property to contain enough physical features to convey its historic character. The Dahlstrand designed building within the complex retains enough physical features to illustrate an Organic style building, and therefore it retains integrity of Feeling.
- Association: Association is only applicable to properties that are significant under Criteria One and Two.

To be eligible for the Carmel Inventory of Historic Resources a property must represent a theme in the Context Statement, retain substantial integrity, be at least 50 years old, and meet at least one of the four criteria for listing in the California Register. The Reimers' Stonehouse Terrace complex is not 50 years old, but it meets California Register Criterion Three. The building does retain substantial integrity, and it represents the Historic Context theme *The Carmel Dynamic Continues (1966-1986).* The Reimers' Stonehouse Terrace complex does not meet the eligibility criteria for the Carmel Inventory of Historic Resources because it is not 50 years old. However, Carmel's Historic Preservation Ordinance provides exceptions to this rule, as discussed below.

The Fifty-Year Rule

In 1948 the National Park Service established the 50-year rule to operate as a filter to ward off potentially controversial decisions regarding historic significance. The National Register, California Register, and Carmel Historic Preservation Ordinance have different interpretations of the 50-year rule and when there may be exceptions.

The National Register's Criterion G states that "a property achieving significance within the last 50 years is eligible if it is of exceptional importance." Example of properties that are considered exceptionally important are presidential sites and resources associated with the country's atomic heritage. A resource does not need to be nationally significant; rather, to determine if a property is exceptionally important it must be measured within its context.

The California Register states that "a resource less than 50 years old may be considered for listing if it can be demonstrated that sufficient time has passed to understand its historical importance."

A resource less than 50 years old may be eligible for the Carmel Historic Resources Inventory. Carmel's Historic Preservation Ordinance states that "a resource less than 50 years old may be eligible if it is of exceptional importance to the City, State, or Nation based on its unusually strong contribution to history, architecture, engineering or culture, or because it is an integral part of a historic district (Carmel Municipal Code 17.32.040.H)." In Carmel, there have been debates in the past about listing buildings less than 50 years old. One such debate involved the Burde and Shaw designed Northern California Savings and Loan building on the southeast corner of Seventh Avenue and Dolores Street. Although the building is widely recognized as a significant Modern Movement building and was evaluated by the City prior to its 50-year date, it was not listed until it had officially reached the 50-year threshold. To date, no building in Carmel-by-the-Sea was less than 50 years old when it was listed on the City's Inventory. When considered within its context, there is no evidence that the Stonehouse Terrace complex makes an unusually strong contribution to Carmel's outstanding collection of Modern Movement buildings. It is not listed in the state's Built Environment Resource Directory. It was not included in the retrospective of Carmel Modernism (2016) at the Carl Cherry Center, and it is not mentioned in any academic articles about the Modern Movement in Carmel.

In summary, the Carmel Context Statement, the Carmel Historic Preservation Ordinance, and the historical record do not support the eligibility of the Reimers' Stonehouse Terrace complex for the Carmel Inventory of Historic Resources because it is not 50 years old and does not demonstrate exceptional importance to the City, State, or Nation.

Photographs of Dahlstrand Designed Building



Figure 1: View of the mid-level retail space, looking north. The chalk rock hardscape in the foreground and walkway railings were installed in 2012. The bump-out at image right accommodates access to the 2012 ADA lift.

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***Recorded by** Meg Clovis ***Date** 03/2026 ☒ Continuation ☐ Update



Figure 2: View of façade & partial north elevation (image right) looking southwest.



Figure 3: View of the parking garage on the north elevation, looking southwest.

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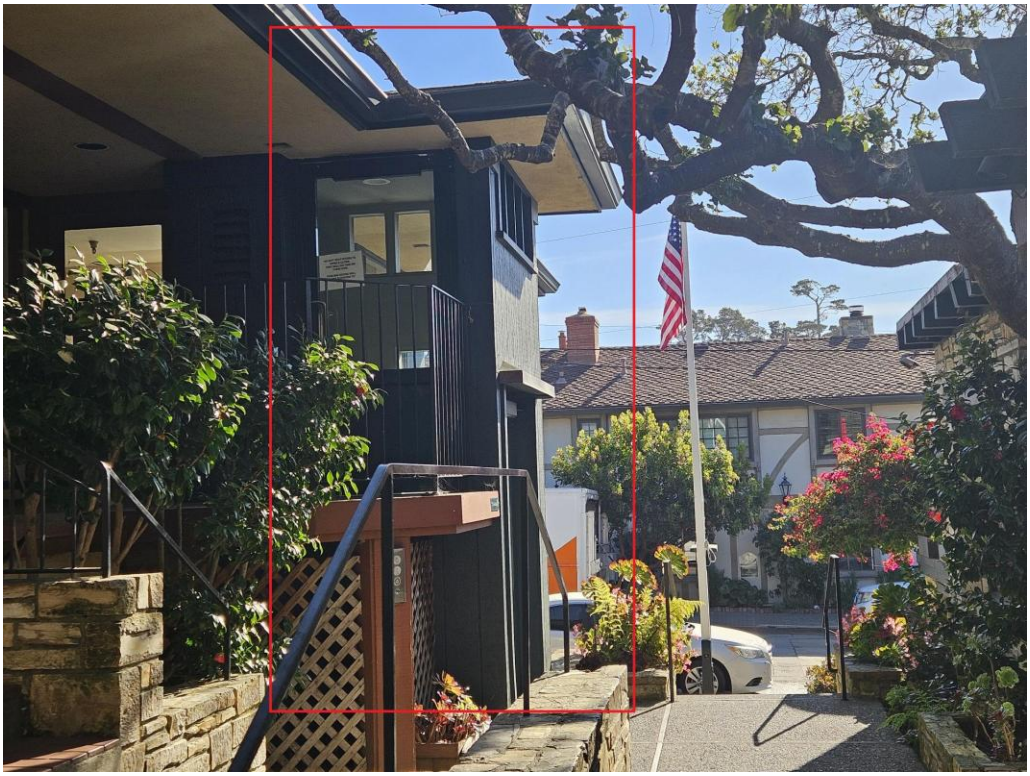


Figure 4: 2012 ADA elevator enclosure and extended roofline indicated in red.



Figure 5: Looking west down mid-level retail/office walkway with bay windows.

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Figure 6: Mid-level retail windows in west wing.



Figure 7: West elevation, looking east.

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Photos of Milwain/Reimers Cottage



Figure 8: View of cottage south elevation (image left) and east façade, looking northwest.



Figure 9: View of cottage east façade and north elevation, looking southwest.

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Figure 10: View of cottage north elevation, with recessed restaurant entrance, looking southeast.



Figure 11: View of cottage north elevation (image center) and rear west elevation (image right).

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Figure 12: View of cottage south elevation, looking north from neighboring property.

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Photos of Original Courtyard

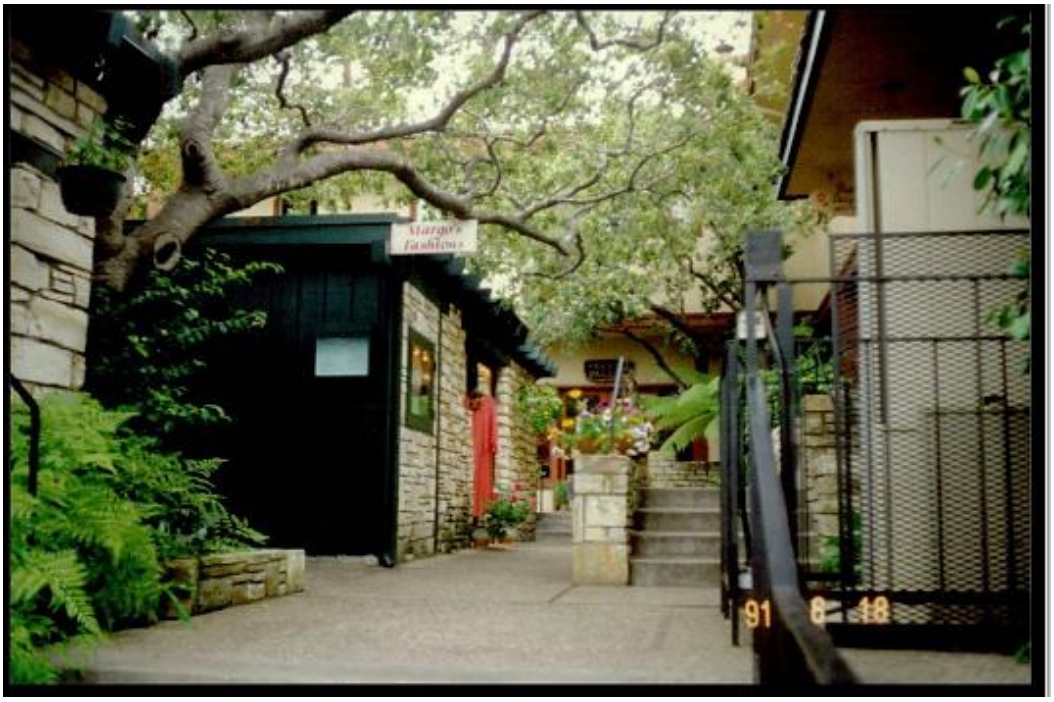


Figure 12: View of upper courtyard looking west.

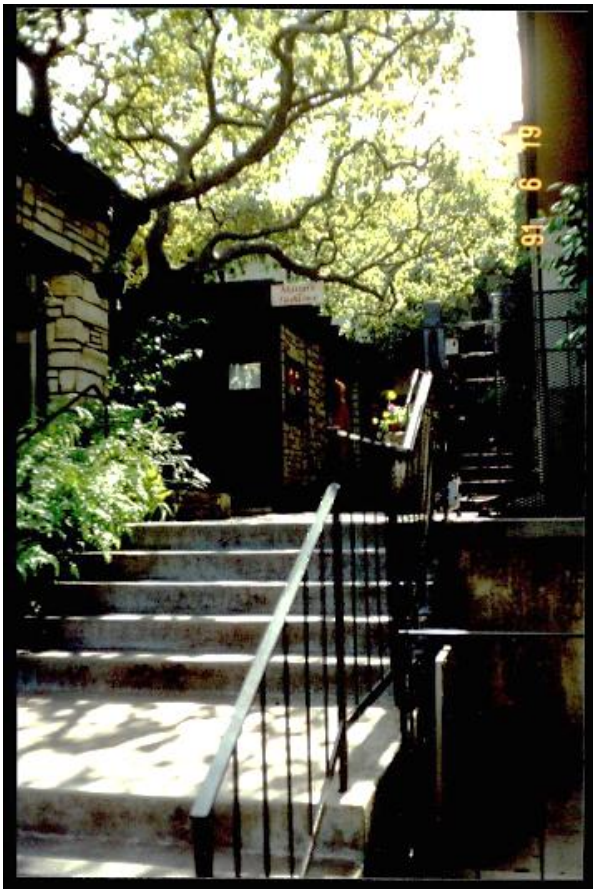


Figure 13: View of original stairs with metal railing.

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Figure 14: Current view of front stairs.

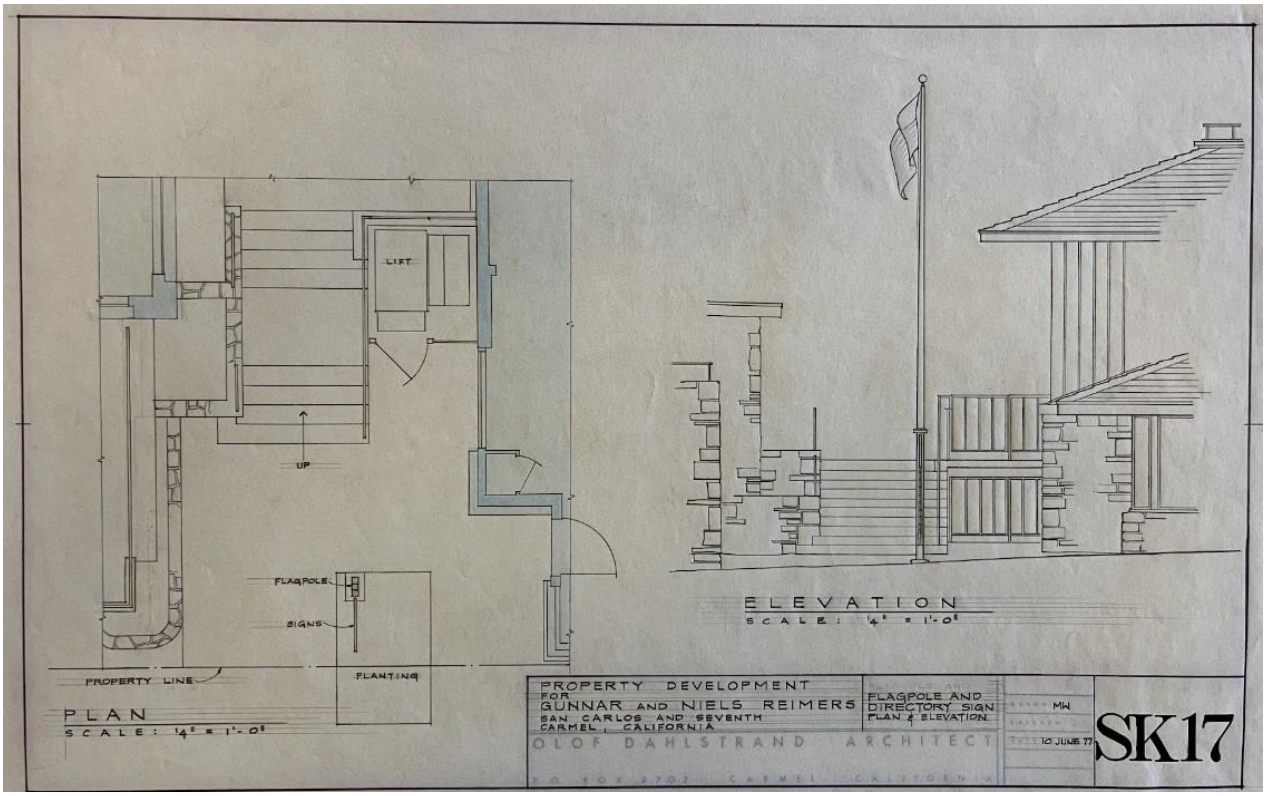


Figure 15: Dahlstrand Entrance Plan, 1976. Courtesy of Kristi Reimers.

Sanborn Maps Showing Milwain/Reimers Cottage Transitions

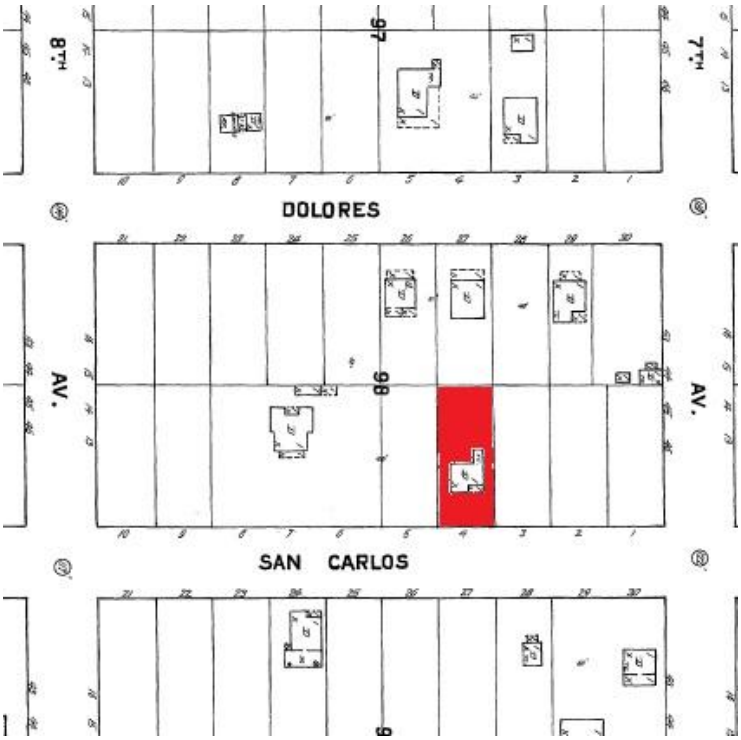


Figure 16: 1910 Sanborn Map.

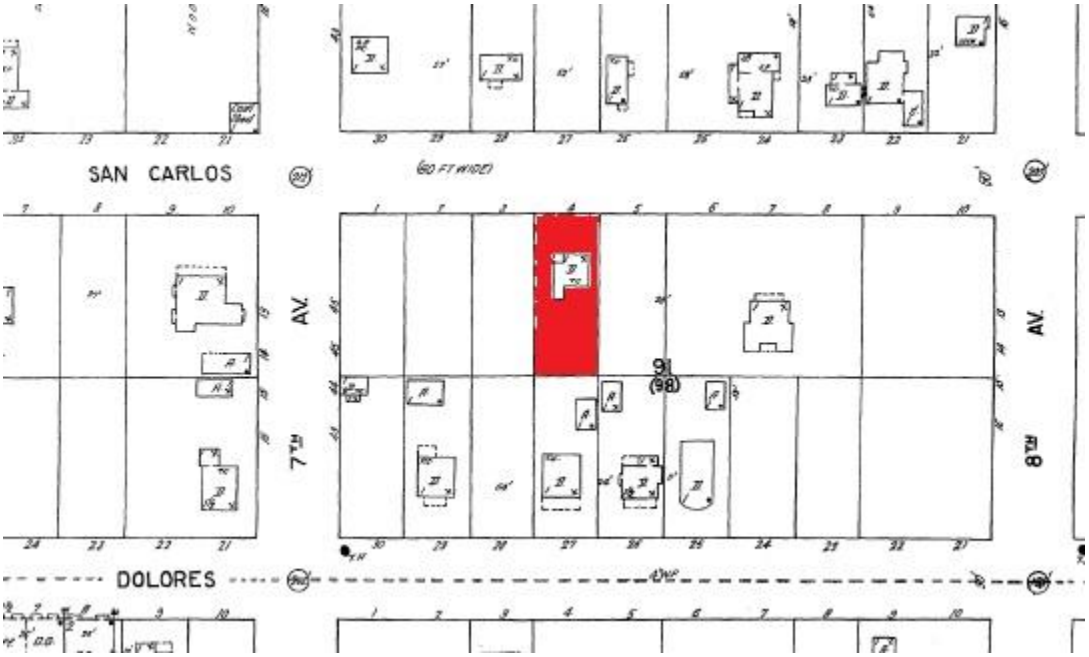


Figure 17: 1924 Sanborn Map.

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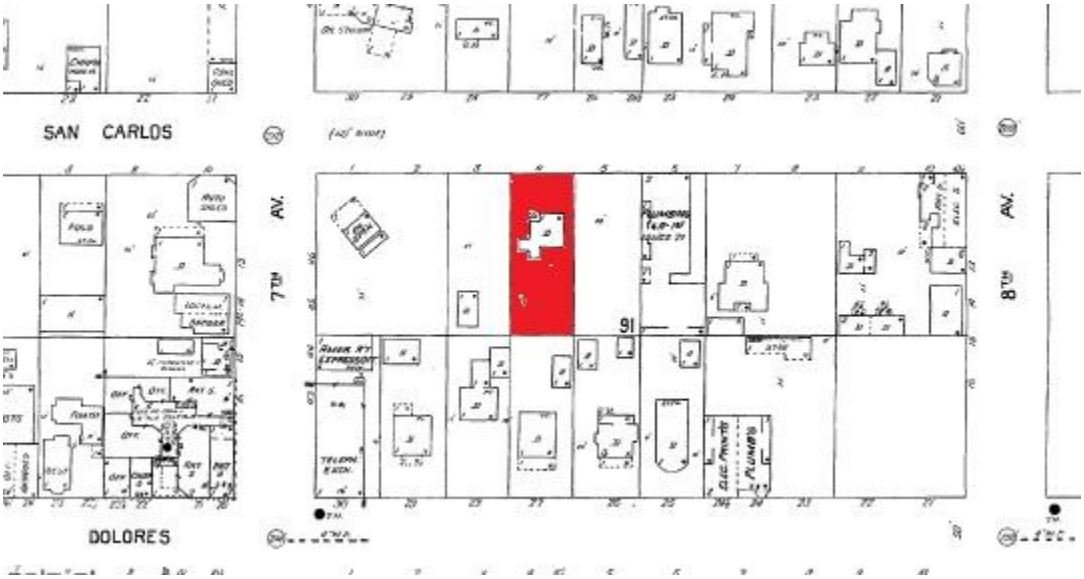


Figure 18: 1930 Sanborn Map.

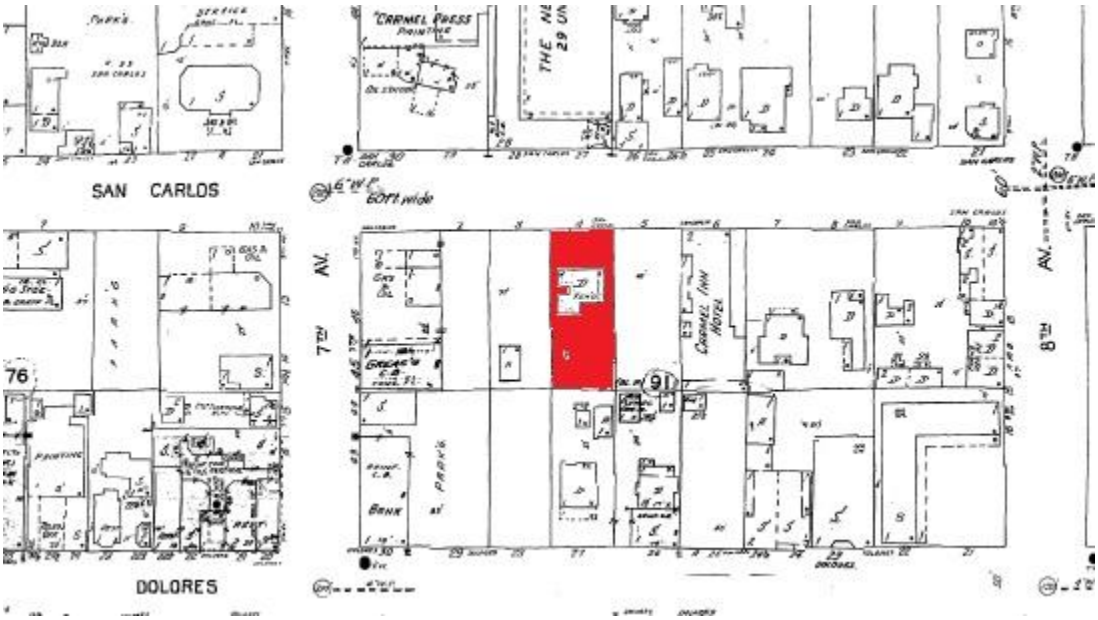


Figure 19: 1962 Sanborn Map.

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Dahlstrand Rendering



Figure 20: Dahlstrand rendering of Reimers' Stonehouse Terrace, 1976. Note multipaned windows on mid-level walkway. Courtesy of Kristi Reimers.

CARMEL-BY-THE-SEA

DETERMINATION

OF INELIGIBILITY

For the Carmel Historic Resources Inventory

On April 20, 2026, the City of Carmel-by-the-Sea Historic Resources Board made a determination that the property identified below does not constitute an historic resource and is therefore ineligible for the Carmel Inventory of Historic Resources.

Assessor's Parcel Number: 010-145-018-000
Current Owner: REIMERS KRISTIE E ET AL
Block: 91; **Lots**: Part lot 3, All lots 5, 7
Street Location: San Carlos Street 2 southwest of 7th Avenue
Lot Size: 11,009 sq. ft.
Original Date of Construction: 1977

The basis for this determination is:

- ✓ The property lacks sufficient age to be considered historic.
- ❑ The property has substantially lost its historic integrity through alterations, additions, deterioration, changes in the surrounding environment or other causes.
- ❑ The property does not relate to historic themes or property types established in the Historic Context Statement for Carmel-by-the-Sea.
- ❑ The property has no association with important events, people or architecture that are identified in the Historic Context Statement or that represent the historical/cultural evolution of Carmel-by-the-Sea.
- ❑ There are other better examples of the builder's work in the city.

This determination shall expire when the property reaches 50 years of age on October 21, 2027.

CITY OF CARMEL-BY-THE-SEA
Historic Resources Board
Staff Report

April 20, 2026
PUBLIC HEARINGS

TO: Historic Resources Board Members
SUBMITTED BY: Katherine Wallace, Associate Planner
SUBJECT: **HE 26090 (Stonehouse Terrace):** Consideration of a property owner-sponsored National Register of Historic Places Nomination and a City-initiated Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources for the "Reimers' Stonehouse Terrace" located at San Carlos Street 2 southwest of 7th Avenue in the Service Commercial (SC) District. APN: 010-145-018-000

RECOMMENDATION:

Staff recommends the Historic Resources Board issue a Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources for the “Reimers' Stonehouse Terrace” located at San Carlos Street 2 southwest of 7th Avenue, and provide comments on the property owner-sponsored National Register of Historic Places Nomination formalized under Resolution 2026-001-HRB to relay to the State Office of Historic Preservation.

BACKGROUND / SUMMARY:

EXECUTIVE SUMMARY

The Historic Resources Board (HRB) is being asked to consider a property owner-sponsored National Register of Historic Places Nomination (Attachment 2) and a City-initiated Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources (Attachment 1 and 4) for the “Reimers’ Stonehouse Terrace” property located at San Carlos Street 2 southwest of 7th Avenue. Historic evaluations in Carmel-by-the-Sea are typically conducted at the request of a property owner. However, in this case, the City initiated a historic evaluation of the property after receiving a notice from the California Office of Historic Preservation (OHP), dated February 26, 2026, regarding a property owner-sponsored National Register of Historic Places Nomination agendized for consideration by the State Historical Resources Commission (SHRC) on May 7, 2026.

As the subject property had not previously undergone an evaluation as a potential

historic resource eligible for listing on the Carmel Inventory, the City engaged Margaret Clovis, a City-contracted qualified professional, to prepare a Department of Parks and Recreation (DPR) 523 Form (Attachment 3). Ms. Clovis determined that, although the 1977 “Reimers’ Stonehouse Terrace” appears significant as a good example of the Organic style designed by significant local architect Olof Dahlstrand, it is ineligible for listing on the Carmel Inventory having not yet reached 50 years of age. Therefore, staff prepared a Determination of Ineligibility with a custom expiration date aligning with the 50-year mark: October 21, 2027.

The HRB’s decision on the City-initiated Determination of Ineligibility - and related comments on the National Register of Historic Places Nomination - will be relayed to the California OHP via Resolution 2026-001-HRB (Attachment 1 and 4). The Resolution will be included in the State Historical Resources Commission hearing item packet, and, pending the outcome of that meeting, would be included as part of the nomination file submitted by the California OHP to the “Keeper of the National Register.” The Keeper has 45 days to determine listing on the National Register of Historic Places.

BACKGROUND/SUMMARY

Property Description

In 1904, Ruth Milwain purchased lot 7 (block 91) from the Carmel Development Company. Recorded in 1910, the earliest available Sanborn map depicts a one-story, wood-framed, L-plan cottage with porch. The 1930 Sanborn map indicates the cottage had been expanded with a small southeast addition (possibly approved under BP# 984, issued May 1925).

Norwegian immigrants Niels Juel Reimers and Kristi Reimers purchased lots 5, 7 and 9 in the late 1930s. Permits issued in 1944 (BP #1104) and 1948 (BP #1710) indicate the Reimers received approval for an unspecified addition, a new foundation, and addition of rock veneer to the cottage. The 1962 Sanborn map reveals the cottage footprint had changed from an L-plan to a U-plan, and the northeast porch had been enclosed.

The Reimers hired local architect Olof Dahlstrand to transform the 11,009 square-foot subject property into the mixed-use development that exists today. To accommodate a new shop and new restaurant, Dahlstrand remodeled the c.1904 cottage under BP #76-191 to feature a one-story addition with a roof-top patio at the front (east) elevation. Dahlstrand also designed a new L-plan, Organic-style building to the north/west of the cottage, with commercial units on the first floor and apartments on the second floor. A vehicular driveway adjacent to the north property line provided access to a below grade (exposed) parking level, with pedestrian access served via a set of stairs leading from the San Carlos Street sidewalk into a central courtyard. The project was completed in 1977.

National Register Nomination Form vs. DPR 523 Form

In March 2026, the City received a review and comment period notification letter from OHP regarding the “Reimers’ Stonehouse Terrace” National Register of Historic Places Nomination agendized for public hearing by the SHRC on May 7, 2026. The property

owner-sponsored nomination prepared by Barbara Lamprecht, a qualified professional, concludes the property is eligible for listing on the National Register of Historic Places under National Register Criterion C: *Property embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.* As summarized in section 8, page 9 of the Nomination form, Ms. Lamprecht asserts:

"Reimers' Stonehouse Terrace is eligible for the National Register of Historic Places at the local level of significance under Criterion C in the Area of Architecture as an excellent example of master architect Olof Dahlstrand's expertise in integrating a work of his design to harmonize with an existing and much older building. The addition's Modern design employs his repertoire of character-defining features and embodies Dahlstrand's respect for the existing built fabric surrounding the property. With its simple palette of natural materials, deep overhangs, and lush planting and landscaping, Dahlstrand's work also recalls Carmel's older allegiance to nature, simplicity, and rusticity. The two periods of significance represent the 1910 year of construction for the cottage and 1977 when construction of Dahlstrand's surrounding complex was complete. The property's contribution to Carmel's history, architecture and culture has the necessary exceptional significance within the local context to meet Criteria Consideration G: Properties That Have Achieved Significance Within the Last Fifty Years."

Upon receipt of the SHRC meeting notice from the California OHP, containing a request for comments on the pending National Register of Historic Places Nomination, the City initiated a historic evaluation of the "Reimers' Stonehouse Terrace" property. As the property owner did not engage with the City to apply for a historic evaluation, Historic Evaluation application #26090 (Stonehouse Terrace) is City-sponsored. The City contracted a qualified professional, Margaret Clovis, to author a DPR 523 Form for the subject property. Ms. Clovis conducted a site visit, completed primary and secondary-source research, and concluded that the "Reimers' Stonehouse Terrace" is ineligible for listing on the Carmel Historic Inventory at this time due to that fact it has not yet reached 50 years of age. Carmel-by-the-Sea (CMC) Section 17.32.040.C specifies that eligible resources *should be a minimum of 50 years of age*. CMC Section 17.32.040.H offers further clarification, specifying, *A resource less than 50 years old may be eligible if it is of exceptional importance to the City, State, or nation based on its unusually strong contribution to history, architecture, engineering or culture, or because it is an integral part of an historic district.* Ms. Clovis did not find the subject property to be of exceptional importance.

Both the property owner-sponsored National Register Nomination form and the City-initiated DPR 523 form conclude the property is significant due to its architectural style and architect. However, there are several differences between the reports, including but not limited to the items in the table below. Additional staff analysis is provided below.

NRHP Form	DPR 523 Form
Evaluates the property against the criteria for listing on the National Register of Historic Places.	Evaluates the property against the criteria for listing on the Carmel Inventory of Historic Resources, inclusive of the California Register criteria.
Property is significant under National Register Criterion 3: *Property embodies the distinctive characteristics of a type, period, or method of construction or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.* • Specifically, as the work of a master, possessing high artistic values	Property is significant under CA Register Criterion 3: *Embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of an important creative individual, or possesses high artistic values.* • Specifically, as a good example of Organic-style architecture, representative of the work of Dahlstrand, an important creative individual
Period of Significance: 1910 and 1977	Period of Significance: 1977
Meets Criteria Consideration G: Properties That Have Achieved Significance Within the Last Fifty Years	Does not meet CMC Section 17.32.040.H : *A resource less than 50 years old may be eligible if it is of exceptional importance to the City, State, or nation based on its unusually strong contribution to history, architecture, engineering or culture, or because it is an integral part of an historic district.*
Cottage construction date: 1910, based on earliest Sanborn map	Cottage construction date: c.1904, based on purchase date
Both buildings are “contributors”	Only the 1977 building is a “contributor”
Dahlstrand is a “master” architect	Dahlstrand is a “significant” architect
Uses the term “Usonian” architecture	Uses the term “Organic” architecture

STAFF ANALYSIS

Staff concurs with Ms. Clovis’ analysis and conclusion that the “Reimers’ Stonehouse Terrace” appears to meet California Register Criterion 3, parts 1 (*Embodies the distinctive characteristics of a type, period, region, or method of construction)* and 2 (*or represents the work of an important creative individual*), and satisfy the necessary Carmel Inventory criteria under CMC Section 17.32.040.D, as an Organic design by Olof Dahlstrand, yet is ineligible for listing on the Carmel Inventory due to the fact it has

not yet reached 50 years of age.

Significance Assessment
California Register Criterion Three (Architecture) has three eligibility factors as follows:

a) The property embodies the distinctive characteristics of a type, period, or method of construction; or
b) The property represents the work of a master or important creative individual; or
c) The property possesses high artistic values.

The c.1904 cottage does not meet any of the California Register significance criteria. Apart from the knowledge gleaned from the 1910 Sanborn map, there is no record of what the c.1904 one-story, wood-frame, L-plan cottage looked like. However, subsequent Sanborn maps and the permit record provide sufficient evidence that the building no longer resembles the original Milwain cottage, nor does it resemble the Reimers' home of the 1940s and 1950s. Due to numerous additions, a second story, enclosure of a porch, addition of stone veneer, fenestration changes, and loss of a stone chimney, no character defining features can be identified for this building. While Dahlstrand is credited with the front addition (with rooftop patio), the building cannot be considered a good example of a style nor a good example of Dahlstrand's work. For that reason, the c.1904 cottage is not considered a contributing resource and has been omitted from the property's 1977 "period of significance."

The 1977 Dahlstrand-designed building, however, exhibits several key Organic style features, as described in the Carmel Historic Context Statement (p.137), including a low-pitched hipped roof system with wide, overhanging boxed eaves, the use of modernist construction methods using natural and local materials, wide expanses of glass, and the central courtyard that links the old and new buildings. The building embodies the distinctive characteristics of a type, therefore, the first part of Criterion 3 is met. The character defining features for the "Reimers' Stonehouse Terrace" are as follows:

1977 Mixed-Use Commercial Building
- The low-pitched hipped roof system with wide overhanging boxed eaves.
- The L-shaped plan, one and two-story massing, and stepped arrangement of the building on the site.
- The chalk rock, vertical redwood siding and cement stucco siding.
- Original window and door openings including all original door and window variations.

1977 Site Features
- Primary pedestrian access to courtyard from San Carlos Street.
- The central courtyard space.
- The brick along the mid-level retail walkway.
- Hardscape features such as the chalk rock planters and chalk rock walls.

Additionally, because the complex was designed by Olof Dahlstrand, who is included in

the Carmel Historic Context Statement as a significant architect, the second part of Criterion Three is met: The property represents the work of a master or important creative individual.

Bulletin 15 explains the third part of Criterion Three as follows: *"A property is eligible for its high artistic values if it so fully articulates a particular concept of design that it expresses an aesthetic ideal. A property is not eligible, however, if it does not express aesthetic ideals or design concepts more fully than other properties of its type."* In Carmel-by-the-Sea, the Organic style is fully articulated by the Mrs. Clinton Walker House on Scenic Avenue, which was designed by Frank Lloyd Wright. The Reimers' Stonehouse Terrace complex does not meet the third part of Criterion Three because it does not express aesthetic ideals or design concepts more fully than the Walker House.

Integrity Assessment

The 1977 Dahlstrand-designed building has undergone few exterior changes over the years. The permit record indicates that an original wood shake roof was replaced with composition shingle (BP #'s 89-11; 02-02C; and 09-02C). Visual observation reveals that divided-light bay windows have been replaced with non-divided-light bay windows within original openings. Additionally, while the Dahlstrand-designed pedestrian entry site stairs from San Carlos Street were remodeled in 2012, the circulation pattern was retained. In 2012, an ADA lift was added in a sensitive manner.

The "Reimers' Stonehouse Terrace" retains integrity.

- **Location**: The Reimers' Stonehouse Terrace is still in its original location. The building retains integrity of Location.
- **Design**: The Dahlstrand designed commercial building has retained important design features such as the hipped roof system with wide, overhanging boxed eaves and the wide variety of fenestration types and patterns.
- **Setting**: The Reimers' Stonehouse Terrace complex is in a commercial setting which has not changed since its construction in 1977.
- **Materials**: The Dahlstrand designed commercial building within the complex retains integrity of materials, such as the redwood and chalk rock siding.
- **Workmanship**: The Dahlstrand designed commercial building within the complex has retained integrity of workmanship which is visible in the chalk rock siding and construction details.
- **Feeling**: Integrity of Feeling requires a property to contain enough physical features to convey its historic character. The Dahlstrand designed building within the complex retains enough physical features to illustrate an Organic style building, and therefore it retains integrity of Feeling.
- **Association**: Association is only applicable to properties that are significant under Criteria One and Two.

Olof Dahlstrand

A brief biography of Olof Dahlstrand is included in the Carmel Historic Context Statement (page 175):
Olof Dahlstrand (1916-2014) – Born in Wisconsin, Olof Dahlstrand graduated with a degree in architecture from Cornell University in 1939. After designing buildings for the defense industry during World War II, he relocated to the San Francisco Bay area where he designed seven buildings in the Wrightian Organic idiom for individual clients. He established his architectural practice in Carmel in 1960, designing residences, schools and commercial buildings, including the 1966 Carmel Valley Shopping Center and the Wells Fargo Savings Bank (1964), extant on Dolores Street in Carmel and an example of Frank Lloyd Wright's Organic architectural style. Dahlstrand was an active participant in Carmel's community, having served on both the planning commission and city council. He retired in 1984, but he continued to do renderings for other architects in the latter part of his career."

Dahlstrand's archival documents are located at the UC Berkeley College of Environmental Design. The associated biography published online states:

During a nine-year period between 1950 and 1958, seven clients who wanted site-specific, custom-designed, homes came to Dahlstrand. These "Usonian" residences are built on sites that range from flat parcels, to steep hillsides, to cliff sides on the San Francisco Bay. In the early 1960s, he established his own practice in the Monterey Bay area, and continued to work on residences, commercial centers, and educational facilities located throughout Northern California. His significant projects included the 1966 Carmel Valley Shopping Center and the UC Santa Cruz Faculty Housing begun in 1974. Dahlstrand retired in 1984, but has continued to do renderings for other architects. Olof Dahlstrand earned his degree in architecture from Cornell University in 1939. He worked briefly in Wisconsin, and then moved to the San Francisco Bay area in 1948. He worked as an associate for Fred and Lois Langhorst, and was included in a show at the San Francisco Museum of Art. The trio's sketches, renderings, photographs, and drawings were a sensation. When the Langhorsts moved to Europe in 1950, Dahlstrand became responsible for the practice. Later, he worked in the San Francisco offices of Skidmore, Owings & Merrill, and produced renderings for a number of other architects including John Carl Warnecke. Inspired by Frank Lloyd Wright, Dahlstrand's work exhibits elements and ideals emphasized by the strong horizontal and vertical elements of the Prairie style. His work also reflects Wright's "organic architecture" and its ideas that a building (and its appearance) should follow forms that are in harmony with its natural environment; that the materials used on the exterior should be sympathetic to the building's locale, thereby relating the building to its setting; and that use should be made of low-pitched overhanging roofs to provide protection from the sun in the summer and to provide some weather protection in the winter. In addition, maximum use should be made of natural day lighting.

Dahlstrand's 1966 Carmel Valley Shopping Center was recently evaluated by the County of Monterey as a potential historic resource. Though some argued for the shopping center's significance as a 1960s Dahlstrand design, the Monterey Herald reported, "Barbara Lambrecht, the principal of Pasadena-based Modern Resources and

a published author and expert on restoration of historic architectural design, told supervisors that Dahlstrand's work does not meet the standard of a master architect." The Monterey County Board of Supervisors ultimately rejected its historic designation in June 2022.

Within Carmel-by-the-Sea City limits, Dahlstrand is credited with the design of the Carmel Plaza (c.1960), the Wells Fargo Bank (1965), the Crocker Bank (1971) converted to the Harrison Memorial Library Park Branch in 1989, and the Nielsen Brothers Market (1980). No Dahlstrand-designed buildings are listed on the Carmel Inventory of Historic Resources. The former Crocker Bank was evaluated by the City in 2025; because the building does not retain integrity, it was deemed ineligible for listing on the Inventory. The remaining Dahlstrand buildings within the City have not yet been evaluated.

CMC Section 17.32.040 & National Register Criteria Consideration G

CMC Section 17.32.040.C, specifies that eligible resources *should be a minimum of 50 years of age*. CMC Section 17.32.040.H, offers further clarification, specifying, *A resource less than 50 years old may be eligible if it is of exceptional importance to the City, State, or nation based on its unusually strong contribution to history, architecture, engineering or culture, or because it is an integral part of an historic district.* Staff does not find the subject property to rise to the necessary level of exceptional importance to merit listing prior to 50 years of age. However, when the 1977 "Reimers' Stonehouse Terrace" does reach 50 years of age, on October 21, 2027, it would be eligible for listing on the Carmel Inventory under California Register Criterion 3 as a good local example of the Organic style designed by significant local architect Olof Dahlstrand.

Federal standards for listing on the National Register of Historic Places are similar in that 50 years is usually necessary to develop a historical perspective. The National Register Bulletin, How to Apply the National Register Criteria for Evaluation, states that properties that have achieved significance within the past 50 years shall not be considered eligible for the National Register; however, such properties *would* qualify if they meet National Register Criteria Consideration G: *A property achieving significance within the past 50 years if it is of exceptional importance*.

Archival drawings and renderings of the "Reimers' Stonehouse Terrace" signed by Olof Dahlstrand are dated 1976, and the Carmel Planning Commission approved the project on March 13, 1976. However, the project was not completed until 1977. The digitized property file includes a reference (page 853) specifying October 21, 1977, as the project completion date. A conflicting reference (page 151) cites 1978 (no month or day specified). The Monterey County Assessor lists 1978 as the construction date. Based on the information available, it can safely be said the project was not completed in 1976 and thus has not yet reached 50 years of age.

Ms. Lamprecht asserts that, "As a property studied and recognized as an important work of design by master architect Olof Dahlstrand that has brought architectural distinction to the city of Carmel-the-Sea since its completion in 1977, Reimers'

Stonehouse Terrace meets Criteria Consideration G: Properties That Have Achieved Significance Within the Last Fifty Years." Additional supporting evidence was not provided in the Nomination Form. In Carmel-by-the-Sea, no property has been listed on the Carmel Inventory prior to 50 years of age. When the Northern California Savings and Loan Building (the present-day Seventh & Dolores restaurant) was evaluated prior to 50 years, the Historic Resources Board voted to add the property to the Inventory. However, the Board's decision was appealed to the Council, and in 2020, the City Council made the determination that the property – constructed in 1972 – did not yet qualify for the Carmel Inventory and issued a "Determination of Ineligibility" with a custom expiration date of October 26, 2022 to align with the 50-year threshold. Staff supports a similar approach for "Reimers' Stonehouse Terrace" and recommends the HRB issue a Determination of Ineligibility with a custom expiration date of October 21, 2027.

Carmel-by-the-Sea National Register-Listed Properties

The DPR 523 Form for "Reimers' Stonehouse Terrace" does not assess potential eligibility for listing on the National Register, as that was outside the scope of work. A potential future listing on the Carmel Inventory (upon reaching 50 years of age) appears most appropriate, however, a National Register Nomination is pending review by the SHRC. At this time, only four properties within Carmel-by-the-Sea City limits are listed on the National Register of Historic Resources:

- Carmel Mission / Mission San Carlos de Borromeo del Rio Carmelo – listed in 1983
- Outlands in the 80 Acres / Paul Flanders Mansion – listed in 1989
- Sunset Center / Sunset School – listed in 1998
- Mrs. Clinton Walker House / Cabin-on-the-Rocks / Walker House – listed in 2016

The Robinson Jeffers House / Tor House, listed on the National Register in 1975, is located just outside City limits. The nomination forms for the local National Register-listed properties are attached for reference (Attachment 5).

While the documentation of National Register-listed properties is more extensive than the DPR 523 Forms utilized for local listings, it should be noted that (perhaps non-intuitively) listing a property on the National Register is primarily honorary in nature and does not secure any "extra" protections against alteration or even demolition that are not already secured by the City's historic preservation ordinance.

Environmental Review: Issuing a Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources is "not a project" as defined in Public Resources Code section 21065 and section 15378 of the CEQA Guidelines. The action does not grant any permits or entitlements approving a project that would result in a direct or indirect physical change in the environment.

Public Correspondence: Staff received three public correspondence submissions prior to publication of the staff report on April 17, 2026 (Attachment 6). The public correspondence will be addressed during the hearing on April 20, 2026.

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Draft Resolution No. 2026-001-HRB
2. National Register of Historic Places Nomination
3. Stonehouse Terrace DPR 523A and B
4. Determination of Ineligibility
5. Carmel National Register-listed Properties
6. Public Correspondence_combined

CARMEL-BY-THE-SEA
HISTORIC RESOURCES BOARD

REGULAR MEETING MINUTES

Monday, April 20, 2026

CALL TO ORDER AND ROLL CALL - TOUR

The following Board Members were present for the tour: Erik Dyar, Kathryn Gualtieri, and Bobbie Voris
The following Board Members were absent: Jordan Chroman

TOUR OF INSPECTION

The Board/Commission will meet and convene the public hearing at the first location listed below on the Tour of Inspection. The public is welcome to join the tour. The tour is intended only to give the Board/Commission an opportunity to view project sites scheduled for a public hearing later that day. No deliberations on the merits of projects will take place during the Tour of Inspection. Following completion of the tour, the Board/Commission will recess and return to the Council Chambers to reconvene the public hearing at 4:00 p.m., or as soon thereafter as possible.

A. **DS 26068 (Salehi):** Southwest corner of Santa Rita Street and 1st Avenue
B. **DR 25269 (Carl Cherry Foundation):** Northwest corner of Guadalupe Street and 4th Avenue
C. **HE 26090 (Stonehouse Terrace):** San Carlos Street 2 southwest of 7th Avenue

CALL TO ORDER AND ROLL CALL - CHAMBERS

The following Board Members were present: Erik Dyar, Kathryn Gualtieri, and Bobbie Voris
The following Board Members were absent: Jordan Chroman

PLEDGE OF ALLEGIANCE

PUBLIC APPEARANCES

Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Appearances. Each person's comments shall be limited to 3 minutes, or as otherwise established by the Chair. While stating your name is optional, it helps to identify speakers in the meeting minutes. Under the Brown Act, public comment for matters on the agenda must relate to that agenda item, and public comments for matters not on the agenda

must relate to the subject matter jurisdiction of this legislative body. Remote or in-person participants who do not comply with the requirements of the Brown Act will be muted.

The following members of the public addressed the Board: None

CONSENT AGENDA

Items on the consent agenda are routine in nature and do not require discussion or independent action. Members of the Commission or the public may ask that any items be considered individually for purposes of Board/Commission discussion and/ or for public comment. Unless that is done, one motion may be used to adopt all recommended actions.

1) December 15, 2025 Regular Meeting Minutes

2) Consider the 2024-2025 Certified Local Government Annual Report prepared by Staff for submission to the California Office of Historic Preservation

Item 2: Consider the 2024-2025 Certified Annual Report prepared by Staff for submission to the California Office of Historic Preservation was pulled for discussion.

It was moved by Board Member Gualtieri and seconded by Board Member Voris to approve Item 1: December 15, 2025 Regular Meeting Minutes.

The motion passed by the following roll call vote:
AYES: Board Member(s): Dyar, Gualtieri, Voris
NOES: Board Member(s): None
ABSTAINED: Board Member(s): None
ABSENT: Board Member(s): Chroman

Speakers:
Katherine Wallace, AICP, Associate Planner

It was moved by Board Member Voris and seconded by Board Member Gualtieri to approve Item 2: Consider the 2024-2025 Certified Annual Report prepared by Staff for submission to the California Office of Historic Preservation.

The motion passed by the following roll call vote:
AYES: Board Member(s): Dyar, Gualtieri, Voris
NOES: Board Member(s): None
ABSTAINED: Board Member(s): None
ABSENT: Board Member(s): Chroman

PUBLIC HEARINGS

3) **HE 26090 (Stonehouse Terrace):** Consideration of a property owner-sponsored National Register of Historic Places Nomination and a City-

initiated Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources for the "Reimers' Stonehouse Terrace" located at San Carlos Street 2 southwest of 7th Avenue in the Service Commercial (SC) District. APN: 010-145-018-000

Speakers:
Katherine Wallace, AICP, Associate Planner
Kristi Reimers, Property Owner

Public Comment:
Ian Martin
Cindy Lloyd
Kent Seavey
Polly Osborne
Jason Retterer
Charles Najarian
Victoria Beach

It was moved by Board Member Dyar and seconded by Board Member Gualtieri to recommend listing the "Reimers' Stonehouse Terrace" on the National Register of Historic Places and to support the National Register Nomination prepared by Ms. Barbara Lamprecht. The "Reimers' Stonehouse Terrace" is located at San Carlos Street 2 southwest of 7th Avenue in the Service Commercial (SC) District. APN 010-145-018-000.

The motion passed by the following roll call vote:
AYES: Board Member(s): Dyar, Gualtieri, Voris
NOES: Board Member(s): None
ABSTAINED: Board Member(s): None
ABSENT: Board Member(s): Chroman

4) **DS 26068 (Salehi):** Consideration of a Determination of Consistency with the Secretary of the Interior's Standards for a new garage door proposed under DS 26068 (Salehi), revised from a previous approval under DS 24115 (Salehi), for the historic "Mary Haven House" located at the southwest corner of Santa Rita Street and 1st Avenue in the Single-Family Residential (R-1) District. APN: 010-027-001-000

Speakers:
Katherine Wallace, AICP, Associate Planner

Public Comment:
Cindy Lloyd

It was moved by Board Member Voris and seconded by Board Member Gualtieri to approve a resolution issuing a determination of consistency with the

Secretary of the Interior's Standards for the Treatment of Historic Properties (Standards) for a new garage door proposed under Design Study 26068 (Salehi), revised from a previous approval under Design Study 24115 (Salehi), for the historic "Mary Haven House" located at the southwest corner of Santa Rita Street and 1st Avenue in the Single-family Residential (R-1) District. APN: 010-027-001-000

The motion passed by the following roll call vote:
AYES: Board Member(s): Dyar, Gualtieri, Voris
NOES: Board Member(s): None
ABSTAINED: Board Member(s): None
ABSENT: Board Member(s): Chroman

5) **DR 25269 (Carl Cherry Foundation):** Consideration of a Determination of Consistency with the Secretary of the Interior's Standards for a new 775-square-foot art studio proposed under DR 25269 (Carl Cherry Foundation), revised from a previous approval under DR 23278 (Carl Cherry Foundation), at the historic "Carl Cherry Center for the Arts" located at the northwest corner of Guadalupe Street and 4th Avenue in the Single-Family Residential (R-1) District. APN: 010-024-013-000

Speakers:
Katherine Wallace, AICP, Associate Planner
Polly Osborne, Studio Schicketanz, Applicant
Ron Baxter, Carl Cherry Center for the Arts, Property Owner

Public Comment:
Cindy Lloyd
Todd Fujinaga
Polly Osborne

It was moved by Board Member Gualtieri and seconded by Board Member Voris to approve a resolution issuing a determination of consistency with the Secretary of the Interior's Standards for the Treatment of Historic Properties for a new 775-square-foot art studio approved under Design Review 23278 (Carl Cherry Foundation) and revised under Design Review 25269 (Carl Cherry Foundation) at the historic "Carl Cherry Center for the Arts" located at the northwest corner of Guadalupe Street and 4th Avenue in the in Single-family Residential (R-1) District. APN: 010-024-013-000

The motion passed by the following roll call vote:
AYES: Board Member(s): Dyar, Gualtieri, Voris
NOES: Board Member(s): None
ABSTAINED: Board Member(s): None
ABSENT: Board Member(s): Chroman

DIRECTOR'S REPORT

Katherine Wallace, Associate Planner, gave a report and answered questions of the Board:

- **Objective Design and Development Standards:** There is a meeting scheduled for next week to discuss the Objective Design Standards project.
- **Updates on Historic Preservation:** Both the California Preservation Foundation and the Office of Historic Preservation send updates on historic preservation for those interested in subscribing.

BOARD MEMBER ANNOUNCEMENTS

Vice Chair Dyar informed the Board of the Carmel Heritage Homes Tour scheduled for Saturday, July 18th. This year's theme is "Designing Women". Tickets will be available at carmelheritage.org and AIA.org.

Board Member Gualtieri requested information on the historic artifacts of the Francis Whitaker studio as the former Forge in the Forest property is undergoing renovations. Associate Planner Katherine Wallace informed the Board that the Carmel Heritage Society is in talks with the developer on a potential new home for the forge. Board Member Gualiteri also said that the decedents of MJ Murphy are considering funding a plaque on the Carmel Library to recognize his contribution. Associate Planner Wallace advised that the plaque could be included with the Board's review of the Library project later this year.

FUTURE AGENDA ITEMS

6) Next Regular Meeting: May 18, 2026

ADJOURNMENT

6:03 PM

APPROVED: ATTEST:

_____ _____

Jordan Chroman, Chair Shelby Gorman, Board Clerk

April 29, 2026

Julianne Polanco
State Historic Preservation Officer
Office of Historic Preservation
1725 23rd Street, Suite 100
Sacramento, CA, 95816-7100

Via email: julianne.polanco@parks.ca.gov; calshpo@parks.ca.gov

Re: City of Carmel-by-the-Sea – Comments on the Nomination of "Reimers' Stonehouse Terrace" to the National Register of Historic Places

Dear Ms. Polanco:

In March, 2026, the City of Carmel-by-the-Sea (City) received a letter from the California Office of Historic Preservation (OHP) regarding a review and comment period for the "Reimers' Stonehouse Terrace" National Register of Historic Places Nomination, scheduled for review by the State Historical Resources Commission on May 7, 2026.

This letter provides a response to the request for comments from staff and from the City Historic Resources Board (HRB).

1) Staff Comments:

The "Reimers' Stonehouse Terrace" property located at San Carlos Street 2 southwest of 7th Avenue has not yet reached 50 years of age and does not appear to be of exceptional importance to the City, State, or nation based on input from the City's contracted professional historian. However, when the property does reach 50 years of age, on October 21, 2027, it appears eligible for listing on the Carmel Inventory of Historic Resources under Criterion C (Architecture), as a good example of the Organic style designed by significant local architect Olof Dahlstrand. Staff comments (**Attachment A**, "April 20, 2026 HRB Staff Report") are supported by the findings of a City-contracted qualified professional, Ms. Margaret Clovis (**Attachment B**, "DPR 523 Form prepared by Ms. Clovis").

2) Historic Resources Board Comments:

The HRB considered the "Reimers' Stonehouse Terrace" National Register Nomination and the City staff-prepared draft "Determination of Ineligibility for listing on the Carmel Inventory of Historic Resources" during the Board's Regular Meeting on April 20, 2026. The

Board did not issue the Determination of Ineligibility for listing on the Carmel Inventory, nor did the Board take action to list the property on the Carmel Inventory, though Board Members expressed support for adding it at a future date.

The three members of the Board in attendance unanimously supported the National Register Nomination; a motion was passed recommending listing on the National Register and supporting the Nomination prepared by Barbara Lamprecht. Prior to the motion, Board Members provided comments in support of the Nomination, summarized as follows: Olof Dahlstrand, a master architect and prominent civic leader who served on the Carmel Planning Commission and City Council, created an outstanding, forward-thinking, adaptive re-use design for the Reimers, a longtime Carmel family since the 1920s, by integrating old and new to combine retail, office and living space around a central landscaped courtyard – a typology specific to Carmel.

Per Carmel-by-the-Sea Municipal Code Sections 17.54.010.B and 17.54.040.C, the action taken by the Historic Resources Board on April 20, 2026, is final unless an appeal is filed with City Council prior to the close of the appeal period on May 4, 2026. Should an appeal be filed within the appeal period, the City's position on the National Register Nomination will not be determined until the City Council acts on the appeal, which cannot happen until June 2nd at the earliest. The City has received notice that an appeal application is forthcoming. In the event an appeal is received, the SHRC may wish to continue consideration of this item from May 7, 2026, to the following quarterly meeting in August 2026, to allow the City consideration process to be completed. The City will follow up no later than May 5, 2026, to advise the SHRC whether there has been an appeal to the City Council on the HRB action taken on April 20, 2026.

Should you have any questions, please contact me at kwallace@cbts.us or (831) 620-2032.

Sincerely,

KatherineWallace

Katherine Wallace, AICP
Associate Planner

Cc: Anna Ginette, AICP, Community Planning and Building Director, City of Carmel-by-the-Sea
Brandon Swanson, City Administrator, City of Carmel-by-the-Sea
Marnie Waffle, AICP, Principal Planner, City of Carmel-by-the-Sea
CalSHPO.shrc@parks.ca.gov

ATTACHMENTS
Attachment A: April 20, 2026 HRB Staff Report
Attachment B: DPR 523 Form prepared by Ms. Clovis

CITY OF CARMEL-BY-THE-SEA APPEAL FORM

*Appeals to a Board or Commission must be made by completing and submitting an Appeal Form with the City Clerk. Appeals shall be filed **within 10 calendar days following the date of action** and paying the required filing fee as established by City Council resolution.*

*Appeals to the City Council must be made by completing and submitting an Appeal Form with the City Clerk. Appeals shall be filed **within 10 working days following the date of action** and paying the required filing fee as established by City Council resolution.*

Name of Appellant

Esperanza Carmel Commercial LLC

Mailing Address of Appellant

[redacted]

Phone Number | Email address

Send correspondence to the following party (if different than Appellant):

Name

[redacted]

Mailing Address

[redacted]

Phone Number | Email address

[redacted]

Commission, Board, Official or Department whose action is being appealed

Physical location of property involved (street location or address): Historic Resources Board

5 & 7	91	010-145-018-000
Lot	Block	APN

Date of decision being appealed: April 20, 2026

Specific action or decision being appealed: 2026-001-HRB, HE 26090 Stonehouse Terrace

Grounds for appeal (attach additional pages if necessary): See attached grounds for appeal letter.

RECEIVED

APR 30 2026

City of Carmel-by-the-Sea
Planning & Building Dept.

[redacted]

Signature of Appellant

Reference Chapter 17.54 of the Carmel-by-the-Sea Municipal Code "Appeals"

revised 1/2020

April 30, 2026

Mayor and City Council
City of Carmel-by-the-Sea
P.O. Box CC
Carmel-by-the-Sea, CA 93921
cityclerk@ci.carmel.ca.us

Copy to:

City Attorney, City of Carmel-by-the-Sea
Community Planning and Building Director, Anna Ginette
State Historical Resources Commission
c/o Office of Historic Preservation, 1725 23rd Street, Suite 100, Sacramento, CA 95816

NOTICE OF APPEAL

Re: Appeal of Historical Resources Board Actions Regarding HE 26090 regarding the Reimer Stonehouse Terrace Property

I. INTRODUCTION AND PARTIES

The appeal is made Pursuant to Carmel Municipal Code Section (CMS) 17.54.040 by Esperanza Carmel Commercial, LLC ("Appellant").

Appellant hereby submits to the City Clerk of Carmel by-the-Sea, the Notice of Appeal Form and this letter will serve as the required summary of the Grounds for Appeal.

The Appellant paid the required City Council appeal fee in the amount of $ 2,190.00, per the city fee schedule.

This appeal is timely filed within ten (10) working days of the Historical Resources Board's ("HRB") action dated April 20, 2026 as the 10 working days expiration date is May 4, 2026.

Property Owners:

Reimer Stonehouse Terrace Property (Kristie E. Reimer , ET.AL) located at San Carlos Street 2 Southwest of 7th Avenue, Carmel-by-the-Sea, California 93921. (APN 010-018-000)

Appellants (JBPB) Development Applications.

Appellant is the owner of the JBPB 0.276 acre site adjacent to the Reimer site. Esperanza Carmel Commercial, LLC JB Pastor Building (JBPB) located at Dolores Street 2 SE 7th Avenue, Carmel-by-the-Sea, California 93921. (APN's 010-145-012, 010-145-023, 010-145-024).

Appellant is seeking final development application approvals for of a mixed-use project on the adjacent site. Appellant's three discretionary development applications are DR 23-140, LM 20-395, and UP 21-113.

The Appellants applications were before the City Council and the Council approved Resolution 2025-076 approved September 8, 2025.

Resolution 2025-076 directed the applicant to modify the plan to include an underground parking garage sufficient to hold the required vehicle parking and to revise the surface landscaping plan to increase the ground level space decorated with landscaping features.

The Applicant completed the required site revisions and submitted the updated plans to the City via dropbox on April 3, 2026. The Appellant is awaiting staff reply and the setting of the city Planning Commission hearing.

Council Resolution 2025-076, at page 3 of 5, the City Council approved the JBPB as an In-Fill Project that meets the standards to be Categorically Exempt from CEQA.

II. SUMMARY OF APPEAL

Appellant contends that the City's HRB's action taken at their April 20, 2026 hearing, specifically the preparation of a Letter of Support. It is our understanding the Letter of Support will be sent to the California State Historical Resources Commission.

While the exact content of the HRB's Support Letter is not known to the Appellant, we understand the purpose of the Support Letter is to inform the SHRC that the City HRB supports a "future" determination by the City HRB that the Reimer Stonehouse Terrace property will be found eligible for listing on the City of Carmel Inventory of Historic Resources.

We object to this action taken by the city. Public notice of a hearing is required under CMC Section 17.54.020. The text of the Support Letter was not included as an exhibit in the April 20 2026 HRB staff report. Nor was the exact content of support letter revealed in a public setting. The writing and issuance of a support letter without public input or comment is highly improper for the following reasons:

a. The HRB lacks authority under CMC Chapter 2.74 to send a support letter, especially one that gives the reader the impression that a building will, in the future, be listed as a historic resource.
b. A letter supporting the eligibility of a property as a Carmel Historical Resource that is currently ineligible for consideration, is both speculative and presumptive declaring the outcome of a future HRB action.
c. HRB advisory authority runs internally and its activities are limited to serving in an advisory capacity for the Planning Commission and City Council, and does not extend to external state bodies.
d. The HRB support letter potentially could direct harm to Appellant's pending discretionary applications and CEQA Categorical Exemption status by the HRB action that exceeds their authority.
e. The HRB issuance of a support letter directly violates proper public notice requirements.

III. GROUNDS FOR APPEAL: THE ACTIONS OF THE HISTORIC RESOURCES BOARD REGARDING RESOLUTION 2026-001 HRB WERE UNAUTHORIZED AND SHOULD BE VOID

A. The HRB Lacks Authority Under CMS Chapter 2.74 to Send a Resolution or a Letter of Support prepared by the HRB staff and sent to the State Historical Resources Commission

The HRB's authority is limited under 2.74.030 (b – e) and are listed below.

b. Determinations of consistency with the Secretary of the Interior's Standards for local alterations (CMC Section 2.74.030(B));

c. Administration of the Carmel Inventory and Carmel Register (CMC Section 2.74.030(C));

d. Placement of resources on the Carmel Register (CMC Section 2.74.030(D)); and

e. Removal of resources from those registers (CMC Section 2.74.030(E)).

CMS Sections 2.74.030(F)–(N) enumerates the full scope of the HRB's advisory powers. Every one of those provisions' channels HRB recommendations exclusively for consideration by the Planning Commission and the City Council.

Not a single subsection within that range authorizes the HRB to send letters of support to a state agency or other entities, regarding future actions to be taken by the HRB.

While CMS 17.32.010 (e) states the HRB "may participate in Federal and State preservation processes and programs". The nature of such participation is not specific and should be narrowly read together with the limits imposed by the duties and powers listed in CMC 2.74.030 (f-n), which give focus on the advisory role of the HRB to the City Planning Commission and City Council. Clearly nothing in either 17.32.10 or 2.74 gives the HRB the authority to issue a letter of support declaring the outcome of a future HRB action.

B The HRB Resolution May Have Consequences to Appellant.

A support letter issued by the HRB about a building that is clearly Ineligible for a historic resource listing, may alter the Appellants development applications pending for approval.

The SHRC should not be swayed nor should they reply upon an HRB Letter of Support that addresses a future action, with a presumptive guaranteed outcome adding the Reimer Stonehouse Terrace property to the Carmel Inventory of Historical Resources.

IV. APPELLANT'S STANDING TO APPEAL

CMC Section 17.54.080 (a) provides that "any decision to approve, deny or conditionally approve any permit made by the Community Planning and Building Director, the City Forester, the Planning Commission, or the Historic Resources Board may be appealed by any aggrieved party." Appellant is an aggrieved party with standing on three independent and reinforcing bases.

A. Immediate Adjacency

Appellant owns the 0.276-acre parcel immediately contiguous to the north of the Reimer Property, located on Dolores Street 2 SE of 7th Avenue. Immediate physical adjacency is a well-established basis for standing.

B. Direct and Material Impact on Pending Discretionary Applications

Appellant has three discretionary applications currently pending before the City for approval of a mixed-use building on the adjacent parcel. The historic status of the Reimer Property as determined by both the City and the State of California bears directly and immediately on those applications in two concrete ways:

First, under CEQA Guidelines Section 15064.5(a)(2), a resource included in a local register or formally identified as significant by a local government body is presumed to be a historical resource for CEQA purposes.

No substantial evidence exists in the record that Appellant's JB Pastor Building In-Fill project would cause any such adverse change to the adjacent property. Appellant's building design incorporates an 8-foot setback from the Reimer property line and over the years the site layout protected the community building and the retaining wall, so that the Reimer property impacts from the JBPB development have effectively eliminating any potential adverse impact, as acknowledged in City Council Resolution 2025-076.

If the SHRC relies upon the HRB Resolution or support letter in connection with the Reimer nomination as a State Historical Resource, the opponents of JBPB Application DR 23-140 may use that HBR support and the State determination of the Reimer Stonehouse Terrace Building as a way to slow down or alter the JB Pastor Building approvals process. The review process has already taken more than six years.

The CEQA Guidelines Section 15300.2(f) exception provides that a categorical exemption "shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource."

For these reasons, Appellant requests that the City Council take the following actions.

Appellant respectfully requests that the City Clerk and the City Council:

(i) Accept the Appeal as valid.

(ii) Schedule and conduct a noticed public hearing on this appeal;

(iii) Declare the HRB's issuance of a support letter be void as exceeding the Board's authority under CMC Chapter 2.74.

(iv) To the extent the HRB letter or resolution has already been transmitted, direct the City Clerk to immediately send formal written notice to the State Historical Resources Commission and OHP that: (a) the Resolution does not represent an authorized position of the City of Carmel-by-the-Sea; (b) it was adopted without City Council authorization; and (c) it should not be accorded weight in the pending SHRC nomination proceeding for the Reimer Property;

(v) Direct that the HRB take no further formal action regarding the Reimer Property's state or local historic designation without prior City Council authorization, and without notice to Appellant as the owner of the immediately adjacent parcel with pending discretionary applications.

ESPERANZA CARMEL

V. CONCLUSION

Esperanza Carmel Commercial, LLC is the owner of the parcel immediately adjacent to the Reimer Property and has three discretionary development applications currently pending before the City that are directly and materially prejudiced by the HRB's Resolution and direction to City staff to prepare s Support Letter that has not been made public and having been sent to the State Historic Resources Commission. As an aggrieved party under CMC Section 17.54.080, Appellant has clear and well-established standing to bring this appeal.

Appellant respectfully requests that the City Council promptly schedule a noticed public hearing and grant the relief set forth above.

Respectfully submitted,

[redacted]

Christopher Mitchell, Managing Director
Esperanza Carmel Commercial, LLC
April 30, 2026

April 30, 2026

Julianne Polanco
State Historic Preservation Officer
Office of Historic Preservation
1725 23rd Street, Suite 100
Sacramento, CA, 95816-7100

Via email: julianne.polanco@parks.ca.gov; calshpo@parks.ca.gov

Re: City of Carmel-by-the-Sea – Comments on the Nomination of "Reimers' Stonehouse Terrace" to the National Register of Historic Places – Follow-Up Letter

Dear Ms. Polanco:

This letter serves to notify the Office of Historic Preservation and the State Historical Resources Commission that the action taken by the Carmel-by-the-Sea Historic Resources Board on April 20, 2026 (below), was appealed on April 30, 2026.

> *The three members of the Historic Resources Board in attendance unanimously supported the Reimers' Stonehouse Terrace National Register Nomination; a motion was passed recommending listing on the National Register and supporting the Nomination prepared by Barbara Lamprecht. Prior to the motion, Board Members provided comments in support of the Nomination, summarized as follows: Olof Dahlstrand, a master architect and prominent civic leader who served on the Carmel Planning Commission and City Council, created an outstanding, forward-thinking, adaptive re-use design for the Reimers, a longtime Carmel family since the 1920s, by integrating old and new to combine retail, office and living space around a central landscaped courtyard – a typology specific to Carmel.*

Because the action has been appealed, the City's position on the National Register Nomination will not be determined until the City Council acts on the appeal, which cannot happen until June 2nd at the earliest. The State may wish to continue consideration of this item from May 7, 2026, to the following quarterly meeting in August 2026, to allow the City consideration process to be completed.

If the May 7, 2026 State Historical Resources Commission hearing is continued, the City would appreciate being advised of the continuance.

Separately, please find enclosed all public correspondence submitted to the City prior to the April 20, 2026 Historic Resources Board meeting. The public comments are offered in addition to the Staff Report and City-prepared DPR 523 Form provided on April 29, 2026. The April 20, 2026 Historic

Resources Board meeting agenda be accessed online here, and the meeting recording may be accessed online here.

Should you have any questions, please contact me at kwallace@cbts.us or (831) 620-2032.

Sincerely,

KatherineWallace

Katherine Wallace, AICP
Associate Planner

Cc: Anna Ginette, AICP, Community Planning and Building Director, City of Carmel-by-the-Sea
Brandon Swanson, City Administrator, City of Carmel-by-the-Sea
Marnie Waffle, AICP, Principal Planner, City of Carmel-by-the-Sea
CalSHPO.shrc@parks.ca.gov

ATTACHMENTS
Attachment A: Reimers' Stonehouse Terrace Public Correspondence

State of California • Natural Resources Agency
Gavin Newsom, *Governor*

DEPARTMENT OF PARKS AND RECREATION
OFFICE OF HISTORIC PRESERVATION
Armando Quintero, *Director*

Julianne Polanco, State Historic Preservation Officer
1725 23rd Street, Suite 100, Sacramento, CA 95816-7100
Telephone: (916) 445-7000 FAX: (916) 445-7053
calshpo.ohp@parks.ca.gov www.ohp.parks.ca.gov

May 4, 2026

In reply refer to: NRHP_2026_Reimers'_Stoneh_0011

VIA EMAIL

Katherine Wallace, AICP, Associate Planner
Community Planning and Building Department
City of Carmel-by-the-Sea
Post Office Box CC
Carmel-by-the-Sea, Ca 93921

Subject: Reimers' Stonehouse Terrace
Nomination to the National Register of Historic Places
Carmel-by-the-Sea, Monterey County, California

Dear Ms. Wallace:

I am in receipt of your letter dated April 30, 2026 informing that the April 20, 2026 deliberations of the Carmel-by-the-Sea (City)'s Historic Resources Board have been appealed such that the City does not currently have a position regarding the above-referenced nomination.

The California State Office of Historic Preservation (OHP) has recently learned that there are two owners of the above-mentioned property. In accordance with 36 CFR §60.6(c), the OHP must notify all property owners of its intent to bring a nomination to the State Historical Resources Commission (SHRC) in advance of the scheduled meeting. Although Ms. Kristi Reimers was notified, Mr. Neils J. Reimers was not.

Therefore, the above-referenced nomination cannot be heard at the SHRC meeting on May 7, 2026. As it is within the ten-day notice timeline as required by the Bagley-Keene Act, the nomination will be pulled from the agenda at the beginning of the meeting later this week.

If you have questions, contact the Registration Unit at calshpo.shrc@parks.ca.gov.

Sincerely,

Julianne Polanco
State Historic Preservation Officer

Cc: Kristi Reimers, Barbara Lamprecht

May 21, 2026

To: Katherine Wallace, Associate Planner

From: Meg Clovis, Historian

RE: Reimers' Stonehouse Terrace: Deficiencies in National Register Nomination

In February 2026, historian Barbara Lambrecht prepared a National Register nomination for the Reimers' Stonehouse Terrace on behalf of the owner, Kristi Reimers. The nomination concludes that the property is eligible under Criterion C (Architecture) as the work of master architect Olof Dahlstrand and further argues that it qualifies under Criterion G as a property less than fifty years old because it is exceptionally important.

This memorandum identifies three deficiencies that undermine that conclusion: 1) failure to meet analysis requirements to determine exceptional importance under Criteria Consideration G, 2) failure to identify the correct Period of Significance, and 3) lack of precedent in the City of Carmel to include in the City's Inventory of Historic Resources properties less than fifty years old.

Background

On April 20, 2026, the Carmel-by-the-Sea Historic Resources Board (HRB) concluded that Reimers' Stonehouse Terrace was eligible for listing on the National Register of Historic Places despite not meeting the 50-year threshold; the property was built in 1977. The HRB summarized its reasoning as follows: Olof Dahlstrand, a master architect and prominent civic leader who served on the Carmel Planning Commission and City Council, created an outstanding, forward-thinking adaptive-reuse design for the Reimers, a long-time Carmel family since the 1920s, by integrating old and new to combine retail, office, and living space around a central landscaped courtyard—a typology specific to Carmel. The HRB found that Reimers' Stonehouse Terrace satisfied Criteria Consideration G for a property that achieved significance within the past fifty years because it is exceptionally important. The HRB identified 1977 as the Period of Significance, the year Stonehouse Terrace was constructed but also included the 1910 cottage because of the resource's typology as a commercial complex organized around a landscaped courtyard. Finally, the HRB asserted that Carmel has precedent for including properties less than fifty years old in its Historic Resources Inventory.

Exceptional Significance

A review of the April 20, 2026, HRB meeting and the National Register nomination indicates that a sufficient case has not been made to exempt the property from the 50-year eligibility

requirement. The record does not demonstrate that the Stonehouse Terrace is exceptionally important.

Incomplete Historic Context

National Register Bulletin 15, *How to Apply the National Register Criteria for Evaluation*, and National Register Bulletin 22, *Guidelines for Evaluating and Nominating Properties that Have Achieved Significance Within the Past Fifty Years*, set out the steps for determining whether a property less than fifty years old is exceptionally important. The first step is to evaluate the property within an adequately developed historic context. Here, the HRB identified the resource as a commercial building associated with a landscaped courtyard, a property type distinctive to Carmel. Although Carmel's Historic Context Statement refers to courtyard buildings, neither that context nor the National Register nomination fully develops the context for this property type.[1] Carmel contains at least 40 examples of this property type, some of which are already included in the City's Inventory of Historic Resources. National Register Bulletin 22 states:

"In evaluating and justifying exceptional importance, it is especially critical to identify the properties in a geographical area that portray the same values or associations and determine those that best illustrate or represent the architectural, cultural, or historical values being considered."

National Register Bulletin 15 states,
"A property that has achieved significance within the past fifty years can be evaluated only when sufficient historical perspective exists to determine that the property is exceptionally important. The necessary perspective can be provided by scholarly research and evaluation and must consider both the historic context and the property's specific role in that context."

Without a clearly developed context, the exceptional importance of Reimers' Stonehouse Terrace cannot be evaluated.

Lack of Comparative Analysis

The second step in establishing exceptional importance is to compare the property to related properties of the same type. Carmel has more than 40 commercial properties with landscaped courtyards, yet the nomination does not compare Stonehouse Terrace to any of them. That omission is significant because National Register guidance requires identifying which properties best represent the defined historic context.

National Register Bulletin 15 states,
"In justifying exceptional importance, it is necessary to identify other properties within the geographical area that reflect the same significance or historical associations and to determine which properties best represent the historic context in question. Several properties in the area

could become eligible with the passage of time, but few will qualify now as exceptionally important."

Without comparative analysis, the claim of exceptional importance cannot be substantiated.

Insufficient Supporting Documentation

National Register Bulletin 22 states that "the more recently a property has achieved significance, generally the more difficult it is to demonstrate exceptional importance. The case for exceptional importance is bolstered when there is a substantial amount of professional, documented materials on the resource and the resource type."

Professional documentation on Reimers' Stonehouse Terrace is limited. The 1910 cottage and the 1977 Stonehouse Terrace were identified as separate resources in the 1990 cultural resource survey, but neither was evaluated for significance, and neither appeared in later surveys. DOCOMOMO[2] records three of Olof Dahlstrand's commercial buildings, including the Wells Fargo Bank in Carmel, but not Stonehouse Terrace. The property also does not appear in the California Office of Historic Preservation's Built Environment Resource Directory, although other Carmel resources from the 1970s do. As a result, the National Register nomination appears to be the first in-depth study of the property.

This lack of documentation limits the ability to justify exceptional importance.

Master Architect Claim

The nomination's claim that Olof Dahlstrand qualifies as a master architect is difficult to reconcile with prior evaluations by the same author. In a 2022 report on the Dahlstrand-designed Mid-Valley Shopping Center in Carmel Valley, Lambrecht wrote: "Mr. Dahlstrand is not a figure of generally recognized greatness in a field. His work was not published widely at the state or national levels, it did not have an impact on the architectural profession, and it did not influence its wider direction." She also testified at the Board of Supervisors hearing on the shopping center's historic designation that Dahlstrand did not meet the standard of a master architect. Four years later, however, the Stonehouse Terrace nomination states that Dahlstrand was unquestionably a master architect. That inconsistency raises concerns about the reliability of the analysis, and the master-architect designation therefore should not be relied on as a basis for eligibility.

Period of Significance

Period of Significance is defined as the length of time when a property was associated with important events, activities, or persons, or attained the characteristics which qualify it for the

National Register. For architecturally significant properties, the period of significance is the date of construction and/or the dates of any significant alterations and additions.[1]

Three periods of significance have been proposed for the Reimers Stonehouse Terrace complex. The National Register nomination identifies two dates: 1910, the approximate construction date of the original cottage, and 1977, when the adjacent building and the landscaped courtyard connecting the two structures were constructed. The 1910 cottage, however, was significantly altered before 1977. As part of its incorporation into the Stonehouse Terrace complex, a lower-floor storefront and an upper outdoor terrace were added to the front (east) elevation, further compromising the building's integrity. Because the cottage had already lost integrity, including 1910 in the Period of Significance is not justified.

The DPR 523 A and B survey form, prepared by Meg Clovis, identifies 1977 as the Period of Significance because that is when the Olof Dahlstrand-designed Stonehouse Terrace building and landscaped courtyard were constructed. It does not include the 1910 cottage because the cottage had been significantly altered before 1977. Dahlstrand's principal addition to the cottage (the storefront and second floor terrace) obscured the original front façade, which further undermined the building's integrity. The stone veneer of this addition simply continued a design feature already introduced by the Reimers in the 1940s and does not reflect his expertise. The cottage therefore no longer retains sufficient integrity to be significant as an individual building nor does it reflect the work of Olof Dahlstrand.

After reviewing the National Register nomination, the HRB concluded that the Period of Significance was 1977 but nevertheless included the 1910 cottage within that period. The Board reasoned that the complex represents a Carmel-specific commercial building type and that the cottage, once incorporated into the larger complex, became part of an early example of adaptive reuse. As discussed above, however, Reimers' Stonehouse Terrace has not been sufficiently analyzed as a representative of this type, and its relative significance among Carmel's courtyard commercial properties remains unknown. As a result, the rationale for including the cottage in the Period of Significance has not been adequately established.

Precedence for Designating Properties Less than Fifty-Years Old

Carmel's Local Coastal Program and Historic Preservation Ordinance, adopted in 2004, sets the standard for including resources less than 50 years old in the Historic Inventory. Under the ordinance, such a resource may qualify only if it is exceptionally important to the City, State, or Nation because of its unusually strong contribution to history, architecture, engineering, or culture, or because it is an integral part of a historic district (Carmel Municipal Code 17.32.040.H). Carmel has previously debated whether to include buildings under 50 years old in

[1] National Register Bulletin 16. *How to Complete the National Register Registration Form*. National Park Service, 1997.

the Inventory, and some properties were in fact added through the 2001 Cultural Resources Survey before the 2004 ordinance was adopted.[2] Those earlier additions predated the ordinance's requirement for a finding of exceptional importance for properties less than 50 years old. A cursory review of the DPR forms for those properties indicates that none were evaluated for exceptional importance, as the Historic Preservation Ordinance now requires.

Examples of properties that were surveyed in 2002 but were not fifty years old include the Esther M. Hill House (1964), the Howard Nieman House (1970), and the Mr. and Mrs. William Junk House (1965).

Conclusion

In summary, the National Register nomination for the Reimers' Stonehouse Terrace does not follow the required steps for determining whether the property is exceptionally important. First, the historic context for the property type has not been fully developed. Second, the nomination does not compare the property to related resources, even though Carmel contains at least 40 examples of this type. Third, there is little professional documentation on the resource itself. For these reasons, the record does not support a finding of exceptional importance, as required for properties less than 50 years old. Because the 1910 cottage is not a true reflection of Olof Dahlstrand's own work, it cannot be included in the stated period of significance.

[2] Although properties less than 50-years old may have been identified in 2001, they typically were not recorded with the County until 2005.