



## NOTICE OF APPROVAL

The Department of Community Planning & Building of the City of Carmel-by-the-Sea has approved a Project pursuant to the City's Municipal Code. Persons interested in the project may review additional materials available at the Department of Community Planning & Building located at City Hall on Monte Verde Street between Ocean and 7<sup>th</sup> Avenues, phone number 831-620-2010.

The decision to approve this project may be appealed within 10 days from the date of this by filing a written appeal with the Department of Community Planning & Building.

**Planning Case #:** Design Study 24280

**Owner Name:** VAN DIGGELEN FRANK & ALISON TRS

**Case Planner:** Jacob Olander, Assistant Planner

**Date Posted:** \_\_\_\_\_

**Date Approved:**

**Project Location:** Guadalupe St. 5NW of 6th Ave.

**APN #:** 010035005000      **BLOCK/LOT:** 62/ALL LOT 9

**Applicant:** Ray Parks

**Project Description:** This approval of Design Study (DS 24280) authorizes the demolition of two windows and construction of two new oriel windows, the replacement of the existing gate with a new gate and arbor, and the removal of siding on the lower section of the home to be replaced with cement plaster finish on the site of a single-family residence located at Guadalupe St. 5NW of 6th Ave.. The project shall be constructed as depicted in the plans prepared by Ray Parks and Associates LLC dated approved by Community Planning & Building Department on November 19, 2024 unless modified by the conditions of approval contained herein.

**Can this project be appealed to the Coastal Commission?** Yes  No

*Upon completion of the 10 calendar-day appeal period, please return this form, along with the Affidavit of Posting, to the case planner noted above.*



## FINDINGS AND CONDITIONS

**Project:** DS 24280 (Van Diggelen)

**Location:** Guadalupe St. 5NW of 6th Ave.; 010-035-005-000

**Date of Action:** November 19, 2024

**Project Description:**

**DS 24280 (Van Diggelen)** authorizes the approval of Design Study Applications (DS 24280, Van Diggelen) located at Guadalupe St. 5NW of 6th Ave. in the Single-Family (R-1) District. APN: 010-035-005-000.

The proposed changes include:

- The demolition of two windows and construction of two new oriel windows. The replacement of the existing gate with a new gate and arbor. Removal of siding on the lower section of the home to be replaced with cement plaster finish.

FINDINGS REQUIRED FOR DESIGN STUDY APPROVAL		
<p>The Director shall have the authority to approve, approve with modifications and/or conditions, or deny an application for design review based on written findings stating the reasons for the action. Findings shall be based on information in the record. CMC 17.58.060.A.</p> <p>For each of the required findings listed below, the staff has indicated whether the application, either as proposed or with conditions, supports adopting the findings. For all findings checked "no," staff discusses the issues to facilitate staff's decision-making. Findings checked "yes" may or may not be discussed depending on the issue(s).</p>		
<b>CMC 17.58.060.B Findings for Design Review Approval</b>	<b>YES</b>	<b>NO</b>
Before approving an application for design review in any district, the Director shall find that the final design plans:		
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.	✓	
<b>Additional Staff Analysis/Discussion:</b>		
No additional staff analysis.		

ENVIRONMENTAL REVIEW
<p>The California Environmental Quality Act (California Public Resources Code §§ 21000, <i>et seq.</i>, "CEQA"), together with State Guidelines (14 California Code Regulations §§ 15000, <i>et seq.</i>, the "CEQA Guidelines") and City Environmental Regulations (CMC 17.60) require that certain projects be reviewed for environmental impacts and that environmental documents be prepared.</p>
<p><b>Finding:</b> The Community Planning and Building Department finds that pursuant to CEQA regulations, the project 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.</p>
<p><b>Additional Staff Analysis/Discussion:</b> The project consists of demolition of two windows and construction of two new oriel windows. The replacement of the existing gate with a new gate and arbor. Removal of siding on the lower section of the home to be replaced with cement plaster finish.</p>

CONDITIONS OF APPROVAL		
No.	Standard Conditions	
1.	<b>Authorization.</b> This approval of Design Study (DS 24280) authorizes the demolition of two windows and construction of two new oriel windows, the replacement of the existing gate with a new gate and arbor, and the removal of siding on the lower section of the home to be replaced with cement plaster finish on the site of a single-family residence located at Guadalupe St. 5NW of 6th Ave.. The project shall be constructed as depicted in the plans prepared by Ray Parks and Associates LLC dated approved by Community Planning & Building Department on November 19, 2024 unless modified by the conditions of approval contained herein.	✓
2.	<b>Codes and Ordinances.</b> The project shall be constructed in conformance with all requirements of the R-1 zoning district. 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 at the time such plans are submitted, such changes may require additional review and subsequent approval by the Community Planning & Building Director.	✓
3.	<b>Permit Validity.</b> In accordance with CMC Section 17.52.170 (Time Limits on Approvals and Denials), a residential design study approval 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.	✓
4.	<b>Modifications.</b> 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 2 weeks of the City being notified. A cease work order may be issued 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 to the approved plans prior to final inspection.	✓
5.	<b>Exterior Revisions to Planning Approval Form.</b> 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 that is not listed on this form, shall not be deemed approved upon issuance of a building permit.	✓
6.	<b>Conflicts Between Planning Approvals and Construction Plans.</b> It shall be the responsibility of the Owner, Applicant, and Contractor(s) to ensure consistency between the project plans approved by 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 that are 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.	
7.	<b>Indemnification.</b> 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 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 proceeding, to attack, set aside, void, or annul any project approval. The City shall promptly notify the Applicant of any legal proceeding, and shall 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 the resolution of all such actions by the parties hereto.	✓
8.	<b>Truck Haul Route.</b> Prior to Building Permit issuance, the Applicant shall provide for City (Community Planning and Building Director in consultation with the Public Services and Public Safety Departments) review and approval, a truck-haul route, and any necessary temporary 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.	✓
9.	<b>USA North 811.</b> 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)	✓
10.	<b>Conditions of Approval.</b> This signed copy of the conditions of approval for the Planning permit(s) shall be printed on a full-size sheet and included with the construction plan set submitted to the Building Safety Division.	✓
<b>Landscape Conditions</b>		
11.	<b>Tree Removal.</b> Trees on the site shall only be removed upon the approval of the City Forester or Forest and Beach Commission, as appropriate; all remaining trees shall be protected during construction by methods approved by the City Forester.	✓
12.	<b>Tree Protection Measures.</b> Requirements for tree preservation shall adhere to the following tree protection measures on the construction site. <ul style="list-style-type: none"> <li>● Prior to grading, excavation, or construction, the developer shall clearly tag or mark all trees to be preserved.</li> <li>● Excavation within 6 feet of a tree trunk is not permitted.</li> <li>● No attachments or wires of any kind, other than those of a protective nature shall be attached to any tree.</li> <li>● 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.</li> </ul>	✓

	<ul style="list-style-type: none"> <li>● 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.</li> <li>● The Structural Root Zone -- 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.</li> <li>● 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.</li> </ul> <p>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.</p>	
<b>ENVIRONMENTAL COMPLIANCE CONDITIONS</b>		
13.	<p><b>Drainage Plan.</b> Prior to the issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning &amp; Building and Public Works Departments a drainage plan that meets the requirements of the City's drainage guidance, SOG 17-07. 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 must be located at least 6 feet from neighboring properties. The drainage plan shall include information on drainage from new impervious areas and semi-pervious areas.</p>	✓
14.	<p><b>BMP Tracking Form.</b> Prior to issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning &amp; Building and Public Works Departments a completed BMP Tracking form.</p>	✓
15.	<p><b>Semi-Permeable Surfaces.</b> Prior to issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning &amp; Building and Public Works Departments cross-section details for semi-permeable surfaces.</p>	✓
16.	<p><b>Erosion and Sediment Control Plan.</b> Prior to issuance of a building permit, the Applicant shall submit for review and approval by the Community Planning &amp; 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, and stabilized access.</p>	✓
<b>SPECIAL CONDITIONS</b>		
17.	<p><a href="#"><u>Conditions of Approval Acknowledgement</u></a>. Prior to the issuance of a building permit, a completed Conditions of Approval Acknowledgment form shall be signed</p>	✓

	by the Property Owner, Applicant, and Contractor and submitted to the Building Safety Division.	
18.	<b>Building Permit Required.</b> Prior to commencing work on-site, the applicant shall apply for and obtain a building permit from the Community Planning & Building Department.	✓

Acknowledgement and acceptance of conditions of approval:

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Printed Name

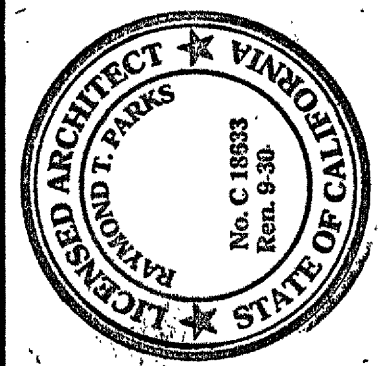
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Date

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Applicant Signature

\_\_\_\_\_  
Printed Name

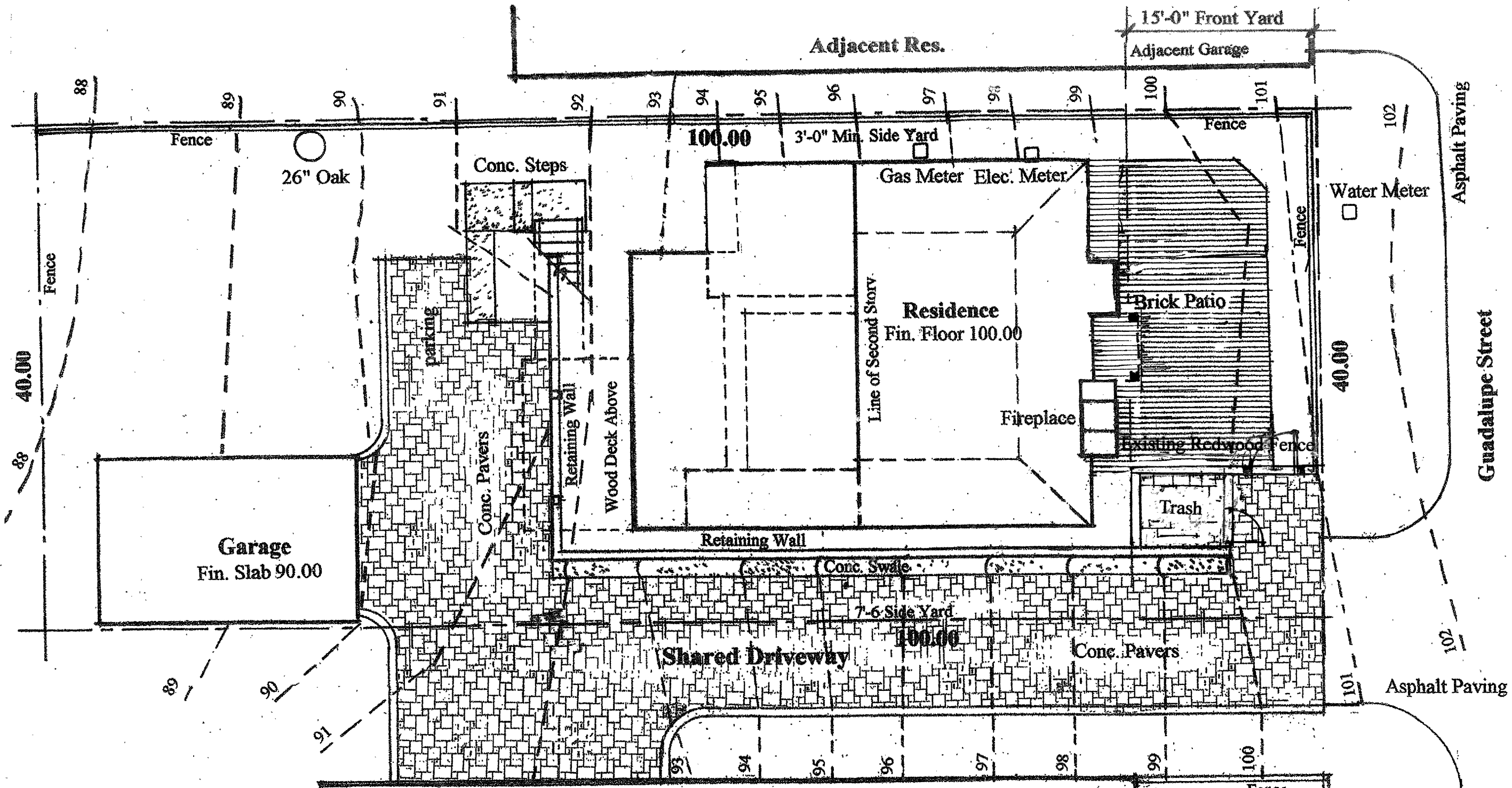
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Date

***Once signed, please return to [Jolander@ci.carmel.ca.us](mailto:Jolander@ci.carmel.ca.us).***



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**Ray Parks & Associates Inc.**  
 Post Office Box 5473 Carmel Ca. 93921  
 Phone 831-624-1647 ray@rayparks.com



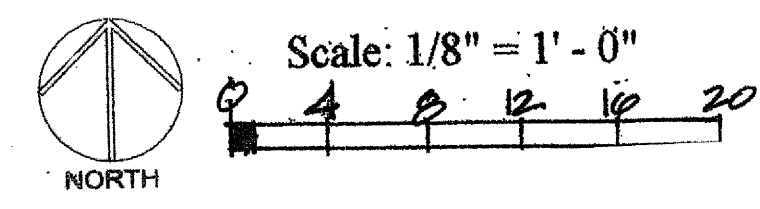
**Proposed Floor Area**

Existing Residence	1540 Sq. Ft.
Closet	14.00 Sq. Ft.
Bay Window	16.50 Sq. Ft.
Garage less Credit	59.00 Sq. ft.
<b>Floor Area</b>	<b>1629.50 Sq. Ft.</b>

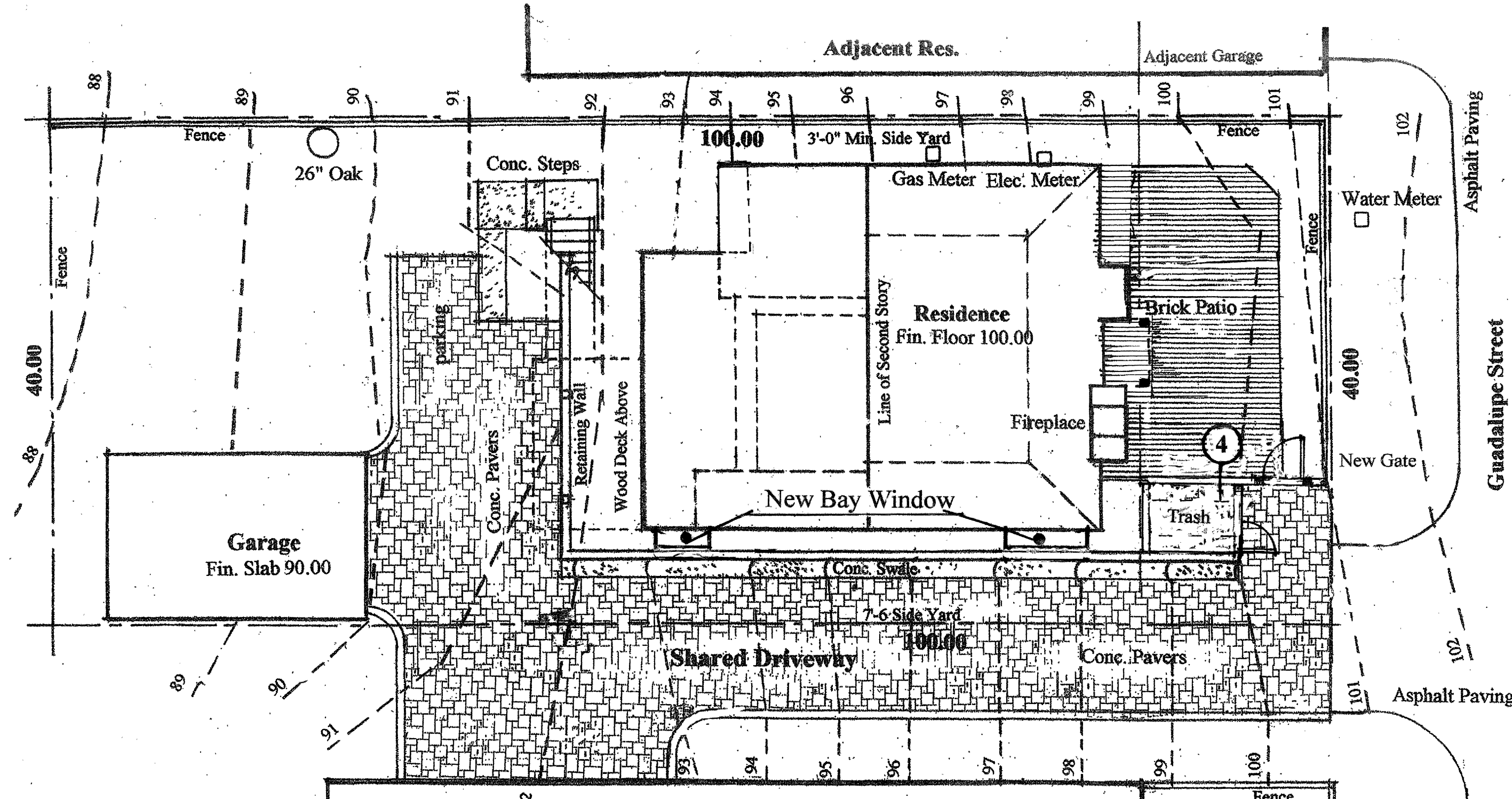
**Site Calculations**

**Proposed Site Coverage**

Brick Patio	304.50 Sq. Ft.
New Closet	14.00 Sq. Ft.
Conc. Swale	79.50 Sq. Ft.
Conc. Steps & Path	59.00 Sq. Ft.
Conc. Pavers	640 Sq. Ft.
Wood Deck	126 Sq. Ft.
Bay Window	16.50 Sq. Ft.
<b>Total Site Coverage</b>	<b>1239.50 Sq. Ft.</b>



No Increase in Coverage



**Proposed Floor Area**

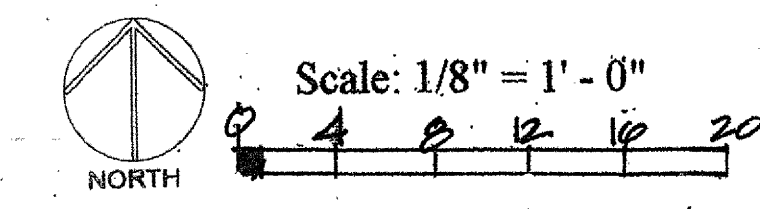
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Garage less Credit	59.00 Sq. ft.
<b>Floor Area</b>	<b>1629.50 Sq. Ft.</b>

**Floor area increase 25 sq.ft for two new bay windows**

**Site Calculations**

**Proposed Site Coverage**

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Wood Deck	126 Sq. Ft.
Bay Window	16.50 Sq. Ft.
<b>Total Site Coverage</b>	<b>1239.50 Sq. Ft.</b>



No Increase in Coverage



**General Notes:**

1. No trees shall be removed or altered.
2. No grading shall be required.
3. Asbestos & lead paint survey was prepared for this property by S. Tech Consulting in 2015, Project #15132 and hazardous material was removed as required by an earlier bldg. permit.
4. See cover cal.s. with site plans.

**Sheet Index**

- A.0 Site Plans & Cover
- A.1 Exist. & Prop. Floor Plans
- A.2 Exterior Elevations
- A.3 Window Details

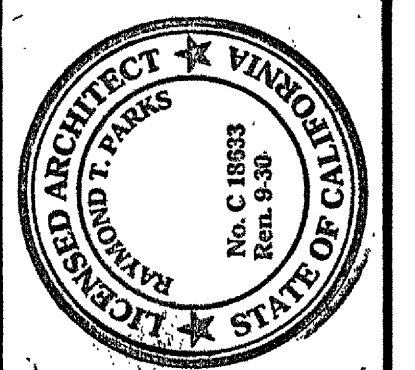
Preliminary Design

Site Plan & Cover

**Window Replacement**  
 Frank & Alison van Diggelen  
 Guadalupe St. 5NW of 6th Ave.  
 Carmel by the Sea, Ca. 93921  
 APN 010-03-5-005  
 Block 2 Lot 9

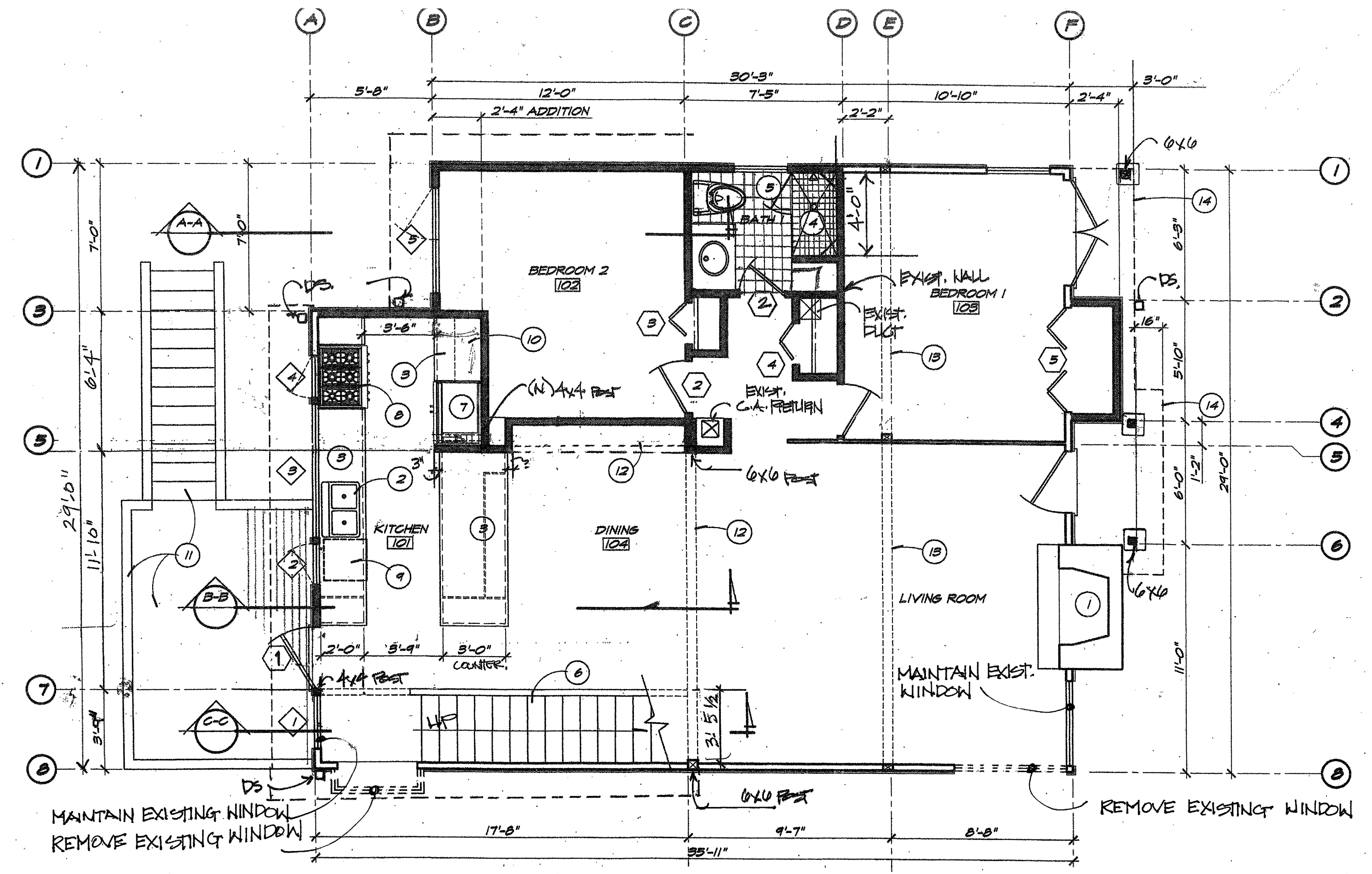
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 Rev: 11-1-24  
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Sheet  
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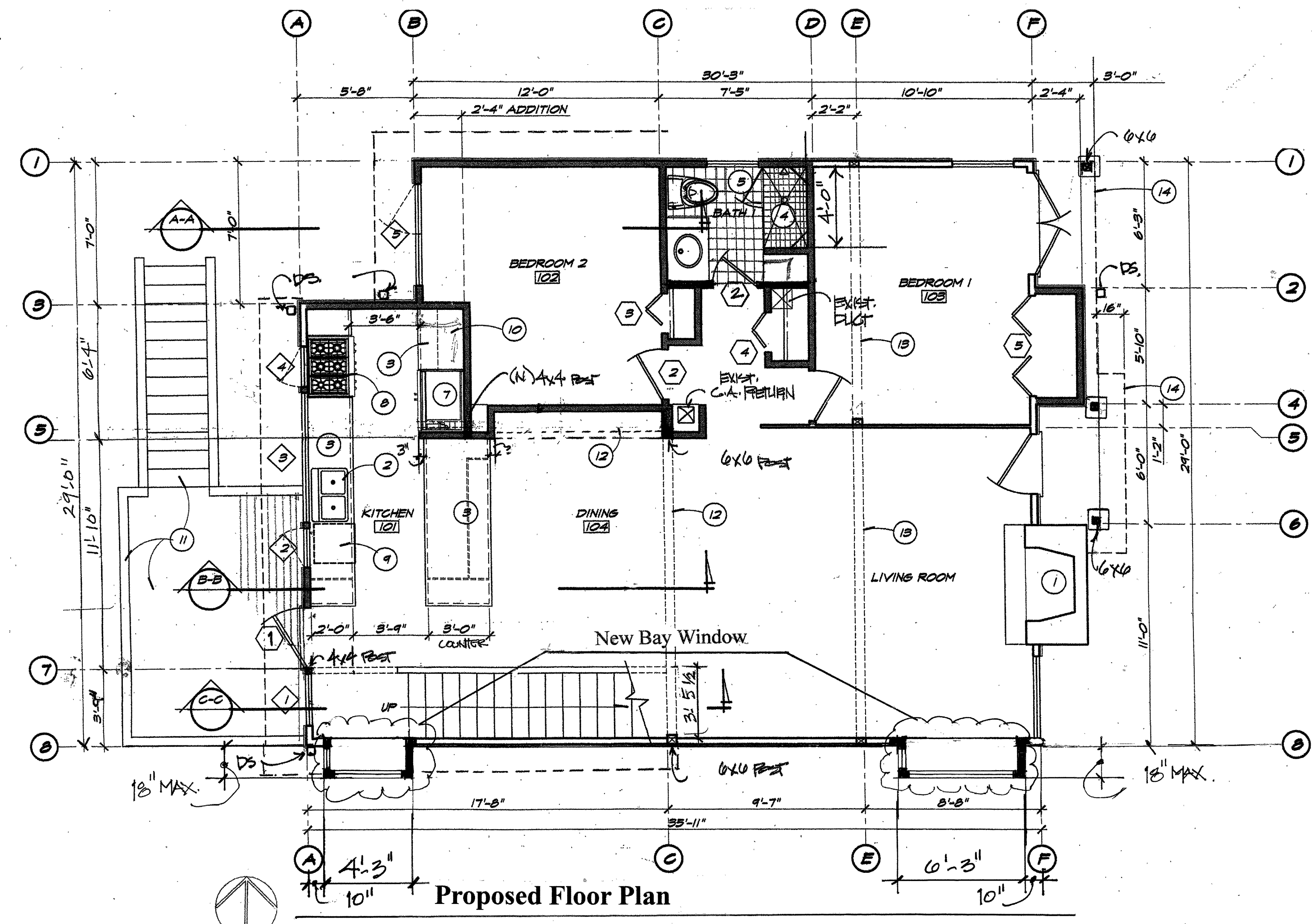


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**Existing Floor Plan**  
 Scale: 1/4"=1'-0"



**Proposed Floor Plan**  
 Scale: 1/4"=1'-0"

Floor Plans

**Window Replacement**  
 Frank & Alison van Diggelen  
 Guadalupe St. 5NW of 6th Ave.  
 Carmel by the Sea, Ca. 93921  
 APN 010-035-005  
 Block 2 Lot 9

Date: 9/10/24  
 Rev: 11.1.2A  
 Rev:  
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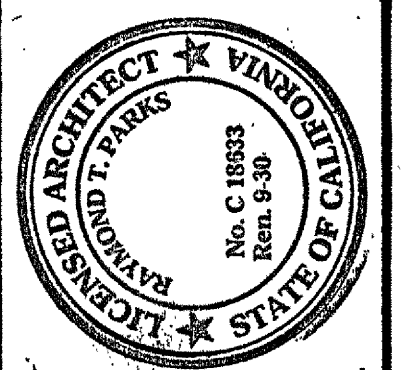
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Preliminary Design

**A.1**

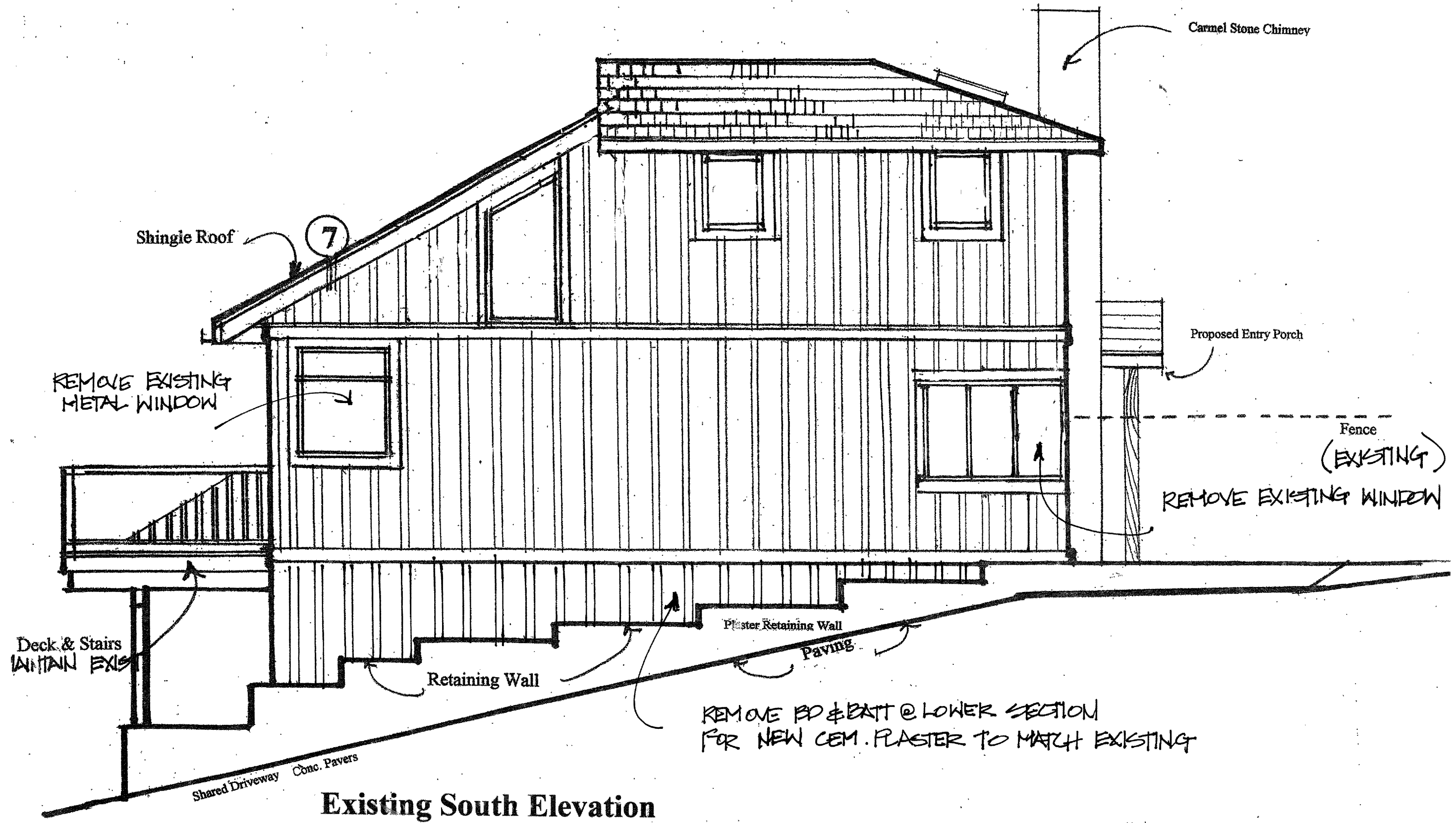


Approved 11/19/2024  
 DS 24280 (Van Diggelen)  
 Carmel-by-the-Sea  
 Community Planning and Building  
 Jacob Olander, Associate Planner

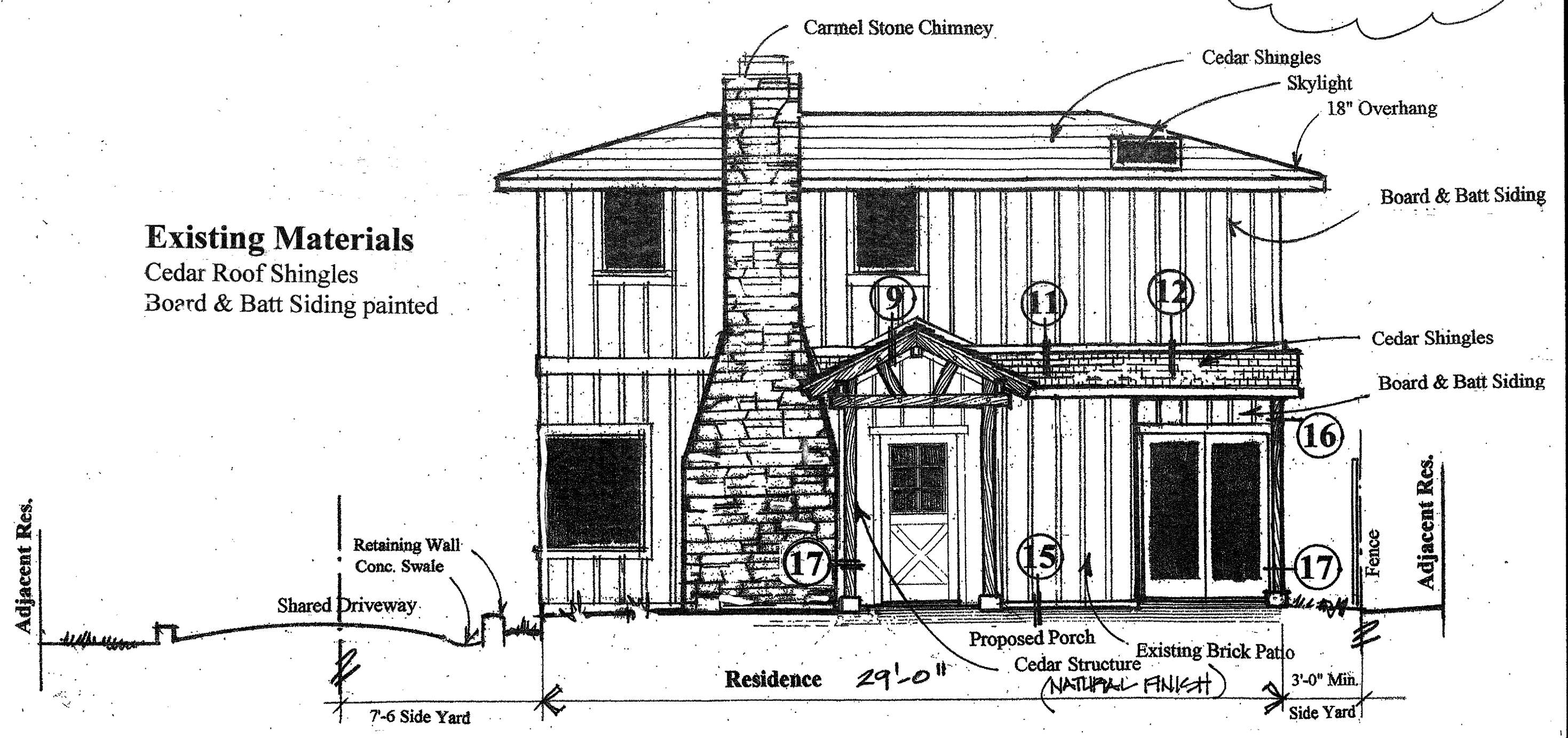


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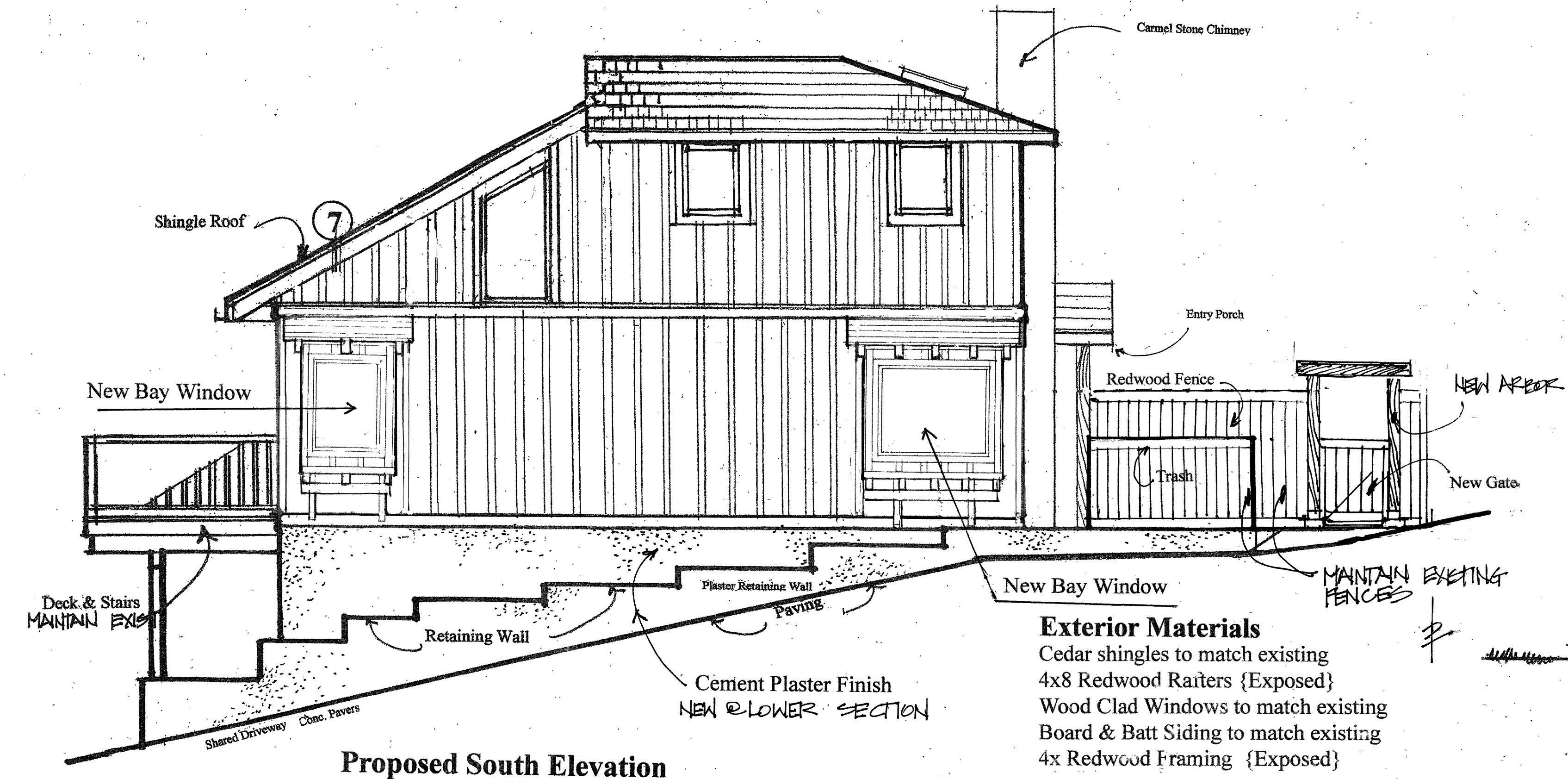


**Existing South Elevation**  
 Scale: 1/4"=1'-0"



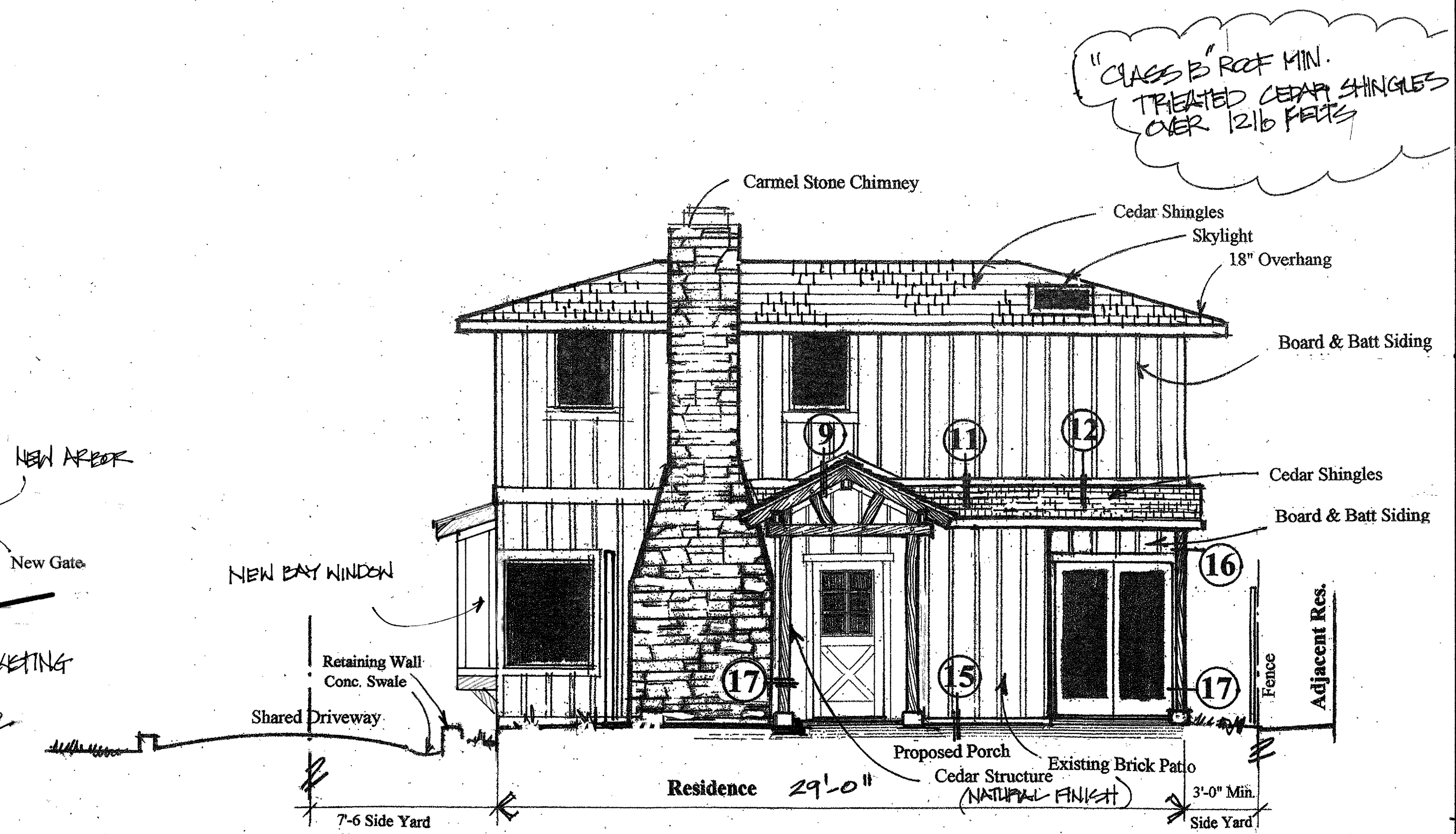
**Existing Materials**  
 Cedar Roof Shingles  
 Board & Batt Siding painted

**Existing East Elevation**  
 {Guadalupe Street View}  
 Scale: 1/4"=1'-0"



**Proposed South Elevation**  
 Scale: 1/4"=1'-0"

**Exterior Materials**  
 Cedar shingles to match existing  
 4x8 Redwood Rafters {Exposed}  
 Wood Clad Windows to match existing  
 Board & Batt Siding to match existing  
 4x Redwood Framing {Exposed}



**Proposed East Elevation**  
 {Guadalupe Street View}  
 Scale: 1/4"=1'-0"

"CLASS B" ROOF MIN. TREATED CEDAR SHINGLES OVER 1216 FELTS

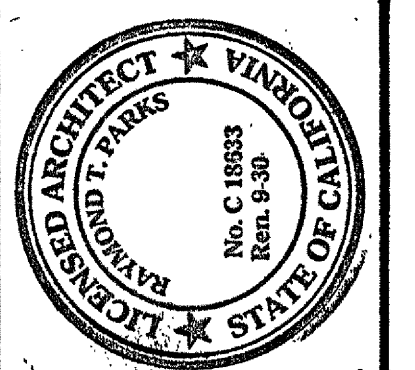
Elevations

**Window Replacement**  
 Frank & Alison van Diggelen  
 Guadalupe St. 5NW of 6th Ave.  
 Carmel by the Sea, Ca. 93921  
 APN 010-035-005  
 Block 2 Lot 9

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 Rev:  
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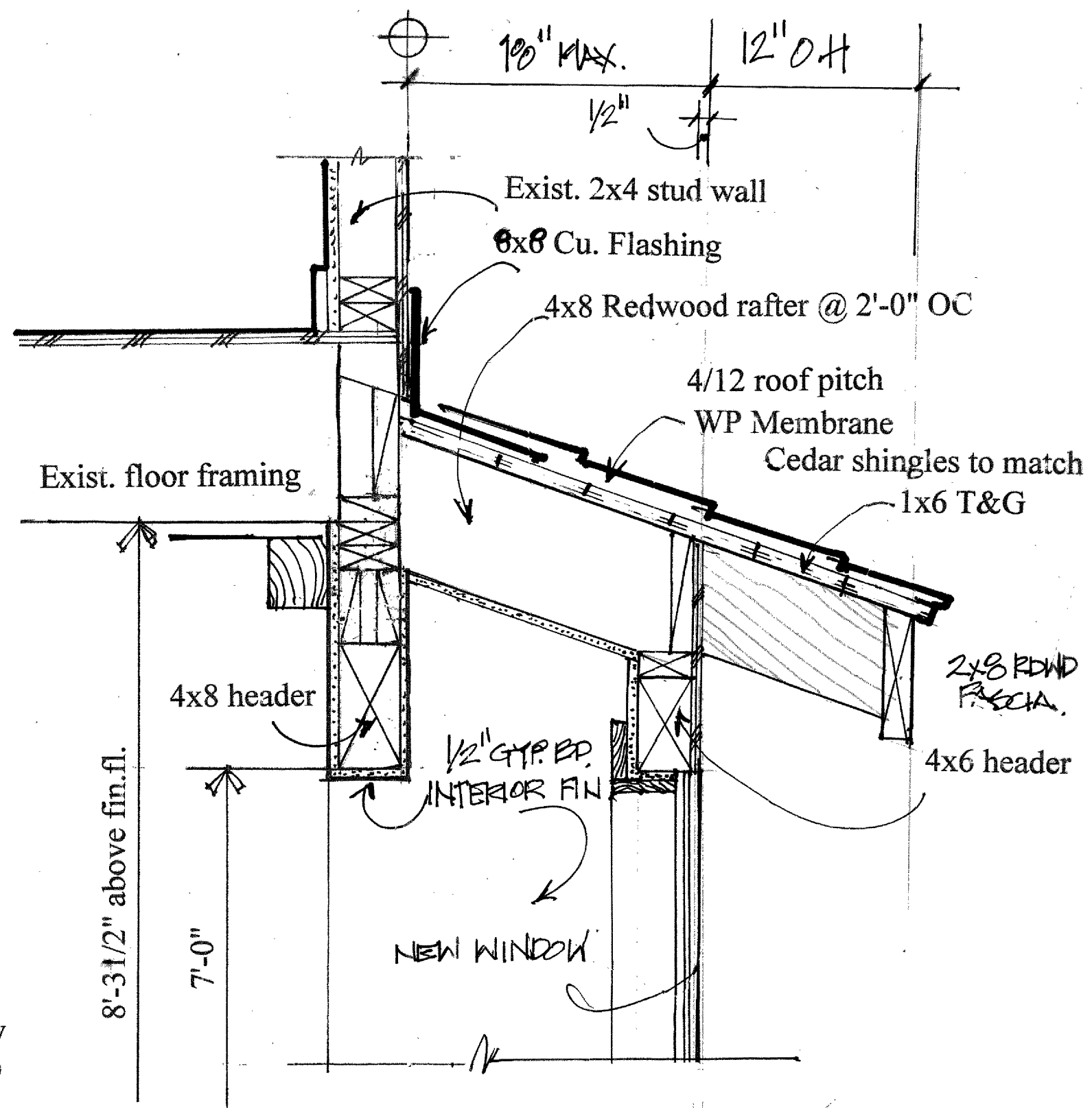
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**A.2**

Preliminary Design

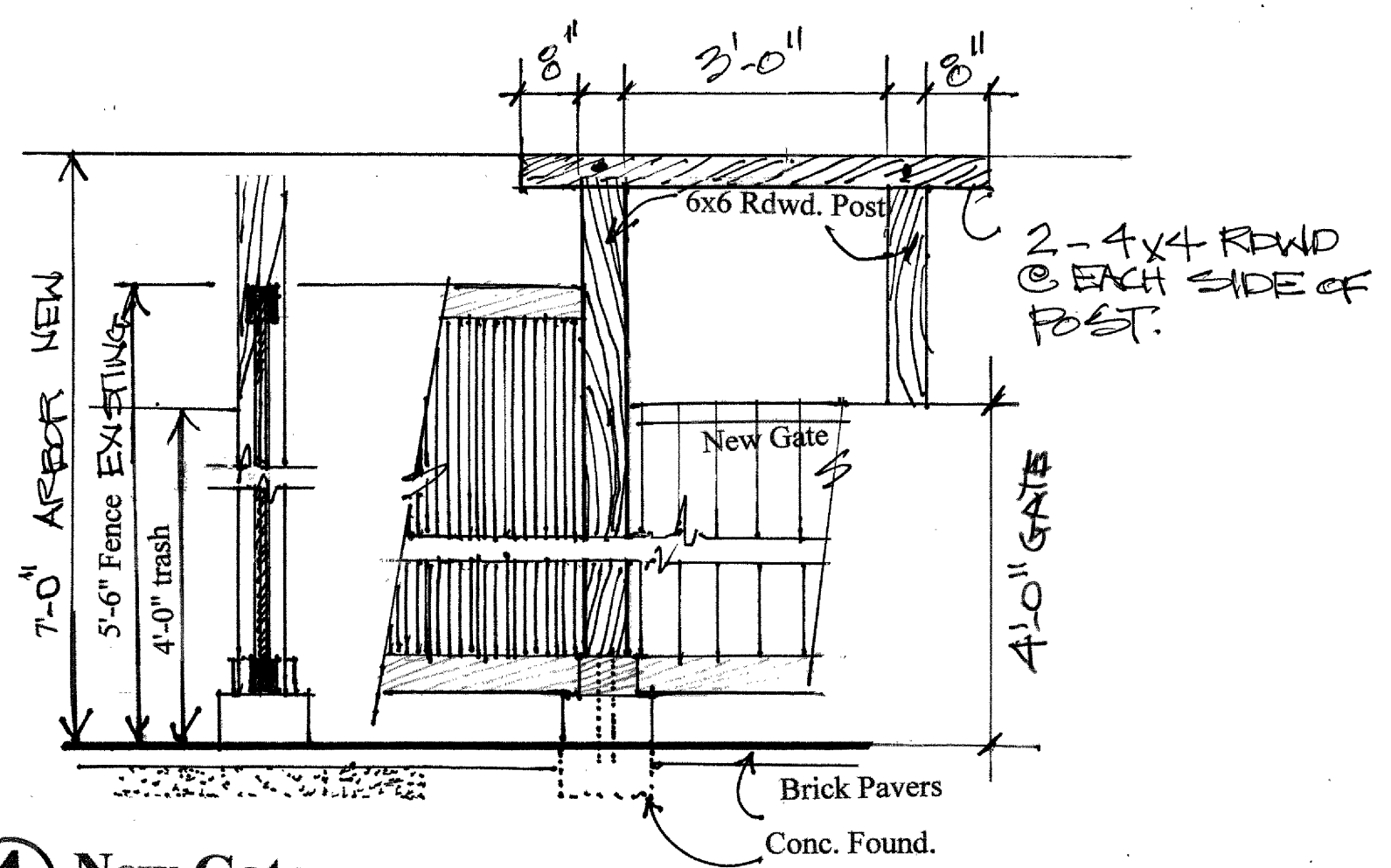


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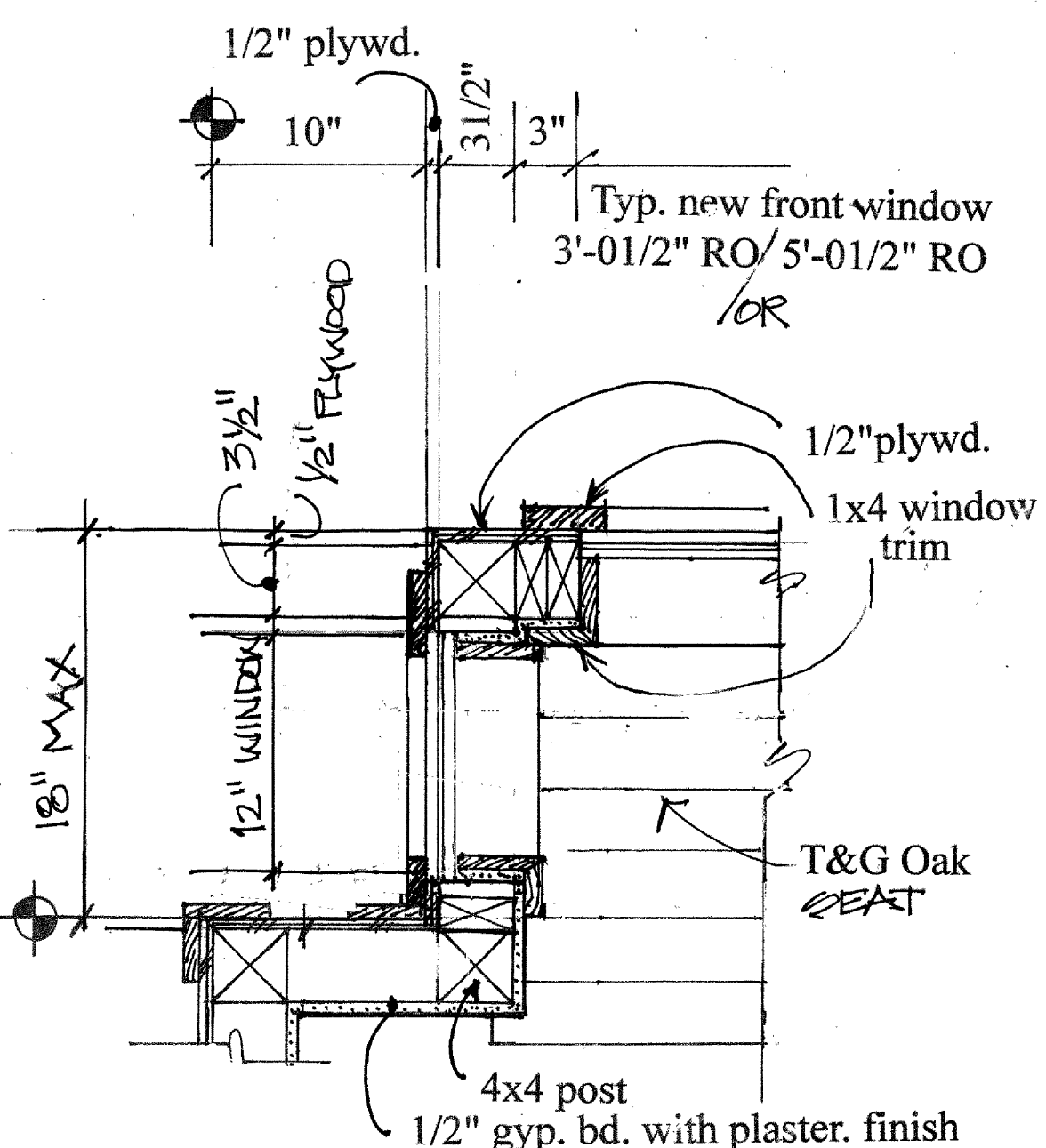
**1 Window Head**  
 Scale: 1/2" = 1' - 0"



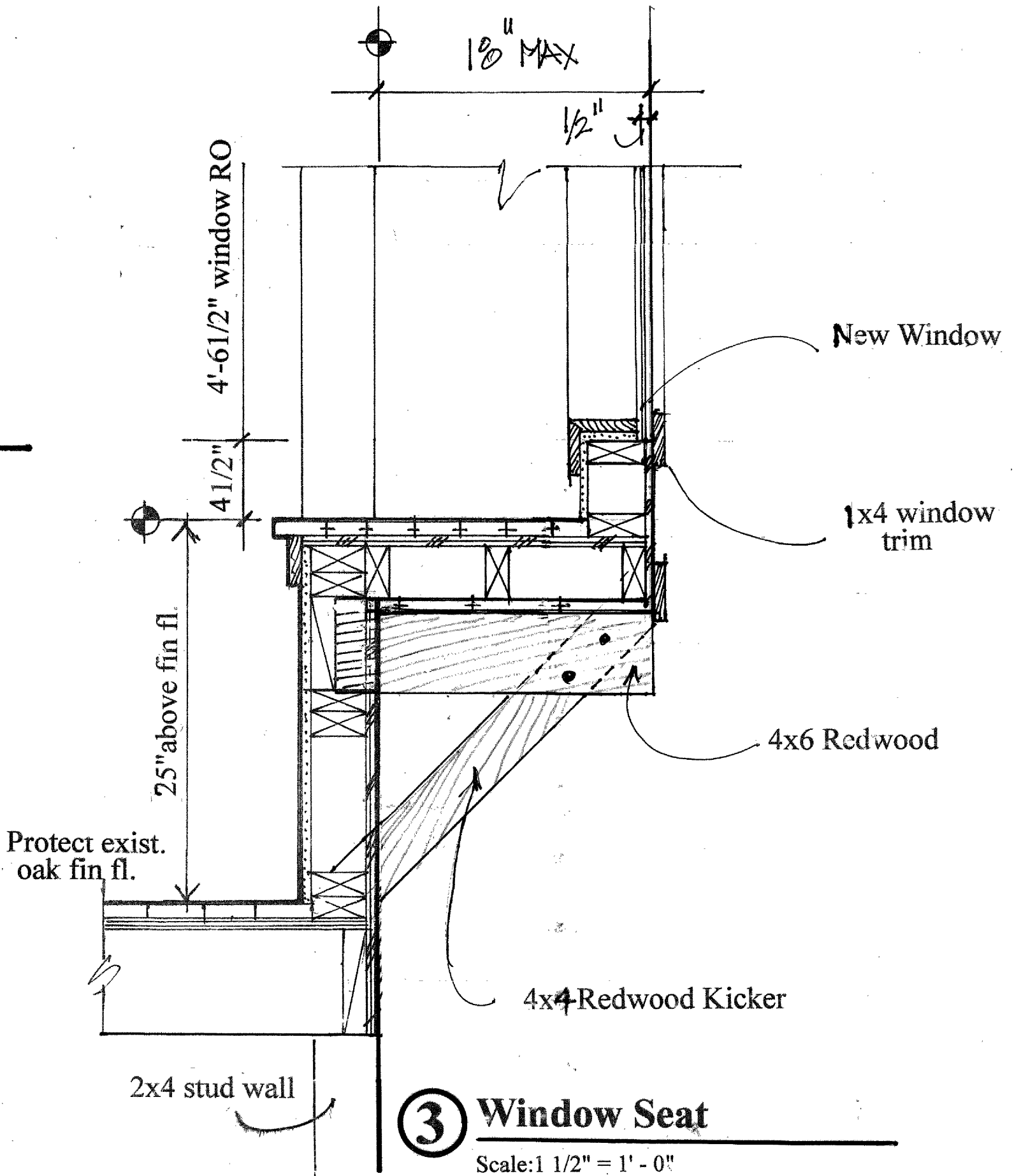
**4 New Gate** See Site Plan  
 Scale: 1/2" = 1' - 0"



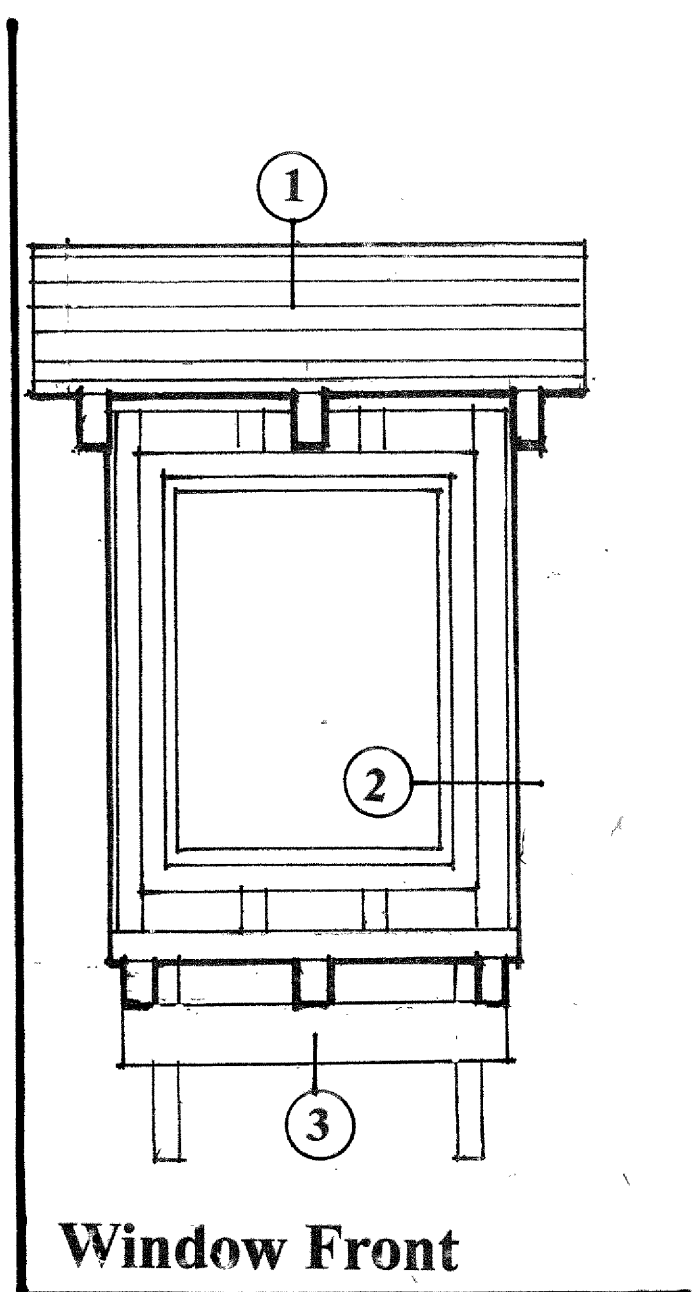
**Interior Sketch Of Window Seat**  
 No Scale:



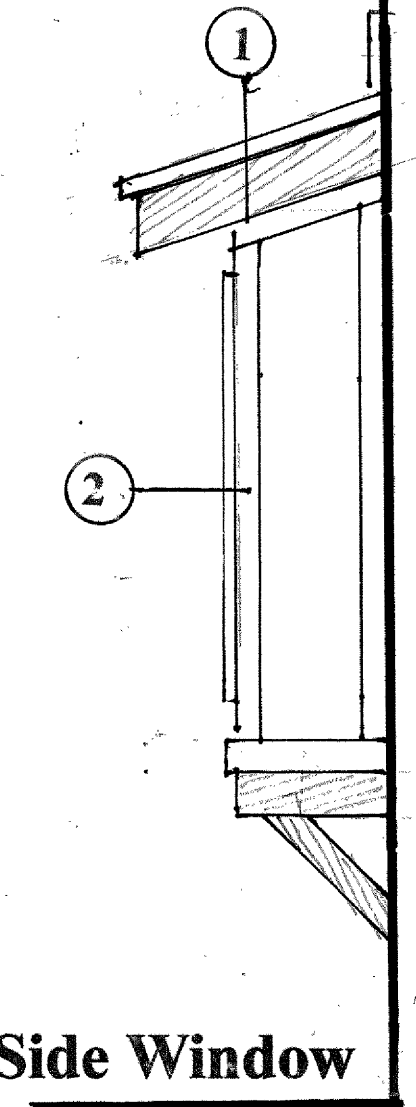
**2 Window Corner**  
 Scale: 1/2" = 1' - 0"



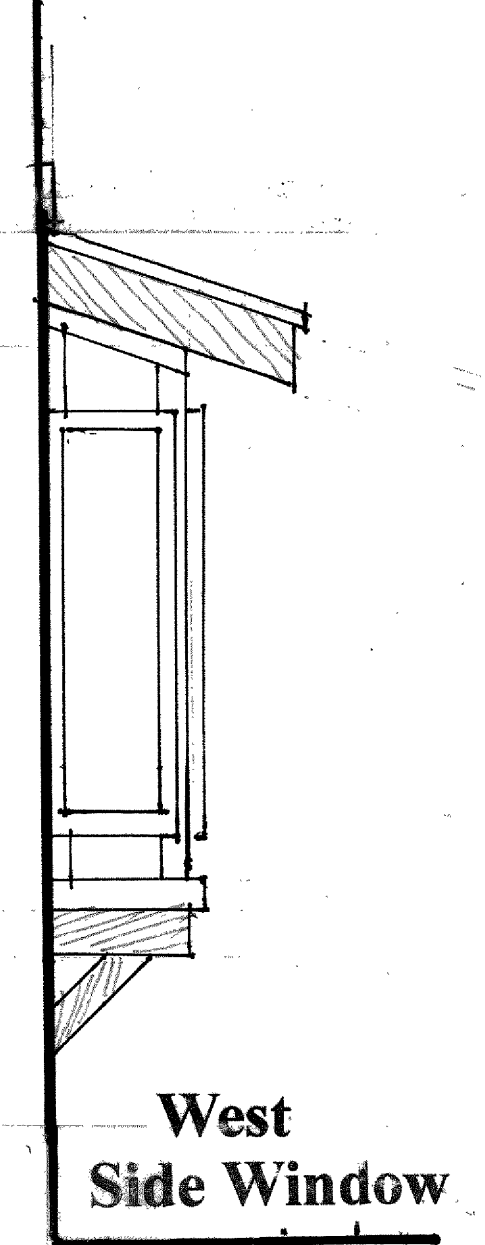
**3 Window Seat**  
 Scale: 1/2" = 1' - 0"



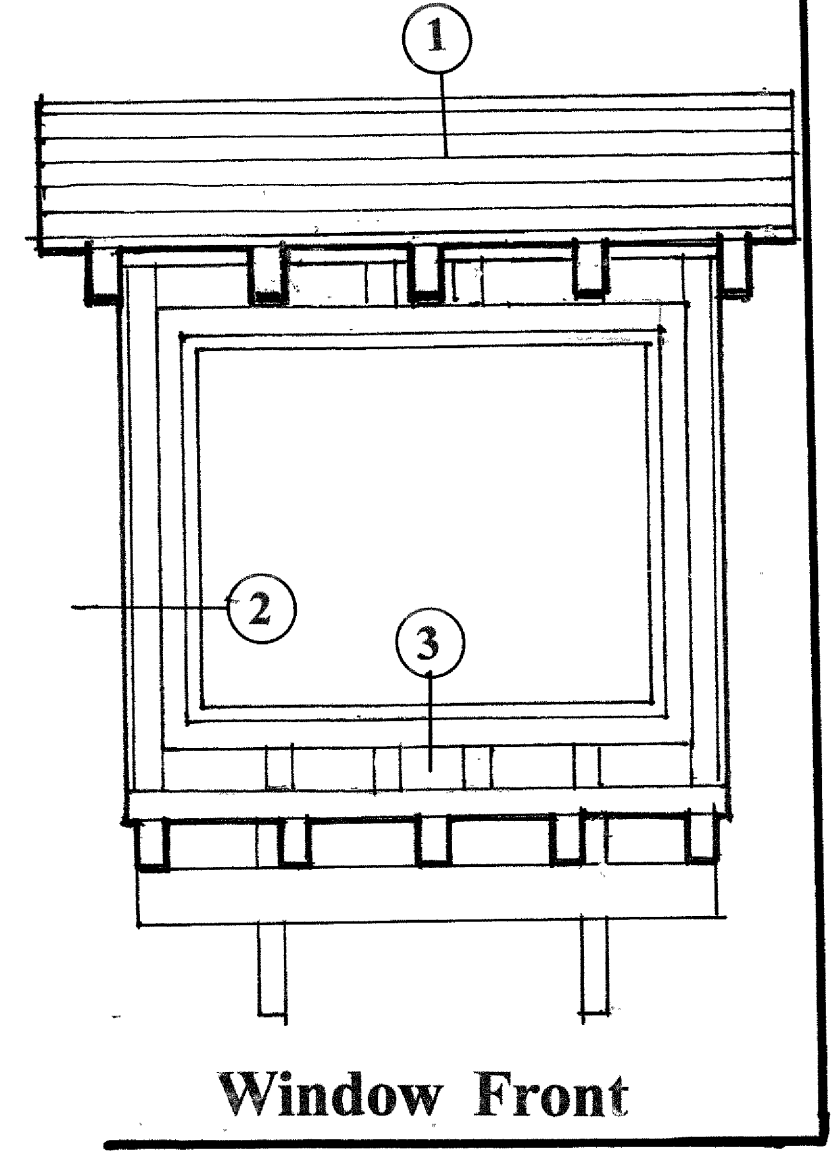
**Window Front**  
 Scale: 1/2" = 1' - 0"



**Side Window**  
 Scale: 1/2" = 1' - 0"



**West Side Window**  
 Scale: 1/2" = 1' - 0"



**Window Front**  
 Scale: 1/2" = 1' - 0"

**Elevations**

**Window Replacement**  
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