

DESIGN APPROVAL GUIDELINES MATRIX (FOR PROJECTS IN "D", "S" AND "VS" DISTRICTS) – rev. 11/13/2014

TYPE OF PROJECT	INLAND	COASTAL	CCP	COMMENTS
Accessory Structure - Non-Habitable	A, OTC	A, OTC, CAP	A, OTC	OTC if <=240 SF; If >1,000 SF, COASTAL requires a CAP; if on septic, refer applicant to EHB.
Accessory Structure - Habitable	A	CAP	A	If >1,000 SF, COASTAL requires a CAP; if on septic, refer applicant to EHB.
Barn	A	CAP	not applicable	check viewshed policies; if on septic, refer applicant to EHB.
Chimney	OTC	OTC	X	
Deck - Detached	X, A	X, A	X	(X if replacing with same color and material type and in CCP)
Deck - Additions to existing	A, OTC	A, OTC	X	Second Story Deck or >500 SF requires administrative approval
Decks less than 12" high	OTC	OTC	X	(X if replacing with same color and material type and in CCP)
Dormer, Ornamental	OTC	OTC	OTC	If no additional interior floor area
Fence	OTC	OTC	X	Check neighborhood character, LUP, AP, and GP viewshed policies; if not consistent, consult a manager.
Fence, Agricultural	X	X	X	
Fence, Deer, <15'	OTC	OTC	X	
Fireplace, Outdoor - BBQ - Oven	A, OTC	A, OTC	A, OTC	>6' tall requires administrative approval
Flagpole	OTC	OTC	OTC	
Foundations	X	X	X	
Fountain	A, OTC	A, OTC	A, OTC	>6' tall requires administrative approval
Interior Remodel with no exterior changes	X	X	X	If on septic, refer applicant to EHB.
New Paint	OTC	OTC	X	X in Castroville if same colors
Patio Cover	A, OTC	A, OTC	A, OTC	>240 SF requires administrative approval
Pool Accessory Equipment Shed	OTC	OTC	OTC	
Pool House	A	A, CAP	A	If >1,000 SF, COASTAL requires a CAP; if on septic, refer applicant to EHB.
Pools/Spas - Above ground	A, OTC	A, OTC	A, OTC	>2' Deep or >5,000 gallons requires administrative approval
Pools/Spas - In ground	X	X	X	If property is on septic, refer applicant to EHB.
Repair & routine maintenance with no change in appearance	X	X	X	
Reroofs	OTC, X	OTC, X	X	OTC (X with same color and material type and in CCP)
Retaining Wall	A, OTC	A, OTC	A, OTC	Review potential impacts to resources; if there are impacts, a discretionary permit is required.
Roof Line Change	A	A	A	
SFD - New	PH	CAP	PH	If property is on septic, refer applicant to EHB.
SFD Addition to 1st Story	A	A, CAP	A	In COASTAL, CAP if >=10% of internal floor area (between the sea and the first public road); if on septic, refer applicant to EHB.

See NOTES on Page 2

TYPE OF PROJECT	INLAND	COASTAL	CCP	COMMENTS
SFD Addition of New 2nd Story	A, PH	A, PH, CAP	A, PH	Public hearing if potential for substantial adverse impact; CAP if >=10% of internal floor area (between the sea and the first public road); if on septic, refer applicant to EHB.
SFD Addition to <u>Existing</u> 2nd Story	A, PH	A, PH, CAP	A, PH	Public hearing if potential for substantial adverse impact; CAP if >=10% of internal floor area (between the sea and the first public road); if on septic, refer applicant to EHB.
Sign (To change copy only)	X	X	X	
Sign	A	A	A	check sign ordinance
Skylight	OTC	OTC	OTC	
Solar Panels	X	X	X	
Trellis	A, OTC	A, OTC	X	OTC if <240 SF or not visible from common public viewing area
Water Tanks	A	A, CAP	not applicable	>5,000 gallons or ratio of height to diameter or width >2:1; Immediate installation in emergency situation only. A discretionary permit may be required if associated with a water system.
Window awnings	OTC	OTC	OTC	
Window/Door Change-out	X, OTC, A	X, OTC, A	X	"X" with same color and material type and in CCP; OTC if different color/material; "A" if enlarging, if a historic structure. or zoned "HR" for historic resources (not arch. resources)

NOTES:

- This matrix is intended to be used as a guide. Review the purpose in the main zoning district. If any questions arise regarding the interpretation of this document, the text in the Monterey County Zoning Ordinance (20.44, 21.44 or 21.46) shall take precedence. For any project, always check viewshed policies.
- If the Design Approval has known controversy, consult a manager about a different level of review (OTC → A or A → PH)
- For Coastal projects, always check MCC 20.70.120 (Exemptions).
- Projects within an "S" and "VS" district require a site visit and may require additional discretionary permits such as use permits or administrative permits.
- CCP = Castroville Community Plan Area only; review CCP for more detail. Within the CCP, the Director of Planning has the discretion to classify a project as exempt from Design Approval (CCP, Page B-4)
- A = Administrative Approval
- CAP = Coastal Administrative Permit
- OTC = Over The Counter Approval
- PH = Public Hearing (ZA or PC)
- X = Exempt (No DA required)