



# Staff Report to the Zoning Administrator

Application Number: **251118**

---

**Applicant:** David LaVelle  
**Owner:** David & Janice LaVelle  
**APN:** 043-095-19  
**Site Address:** 369 Beach Drive, Santa Cruz, CA 95003

**Agenda Date:** November 07, 2025  
**Agenda Item #:**  
**Time:** After 9:00 a.m.

**Project Description:** Proposal to construct exterior improvements to an existing single-family dwelling to include new shingle siding, new stone veneer, replacement of garage doors, and replacement of 2 existing windows, and establish a new four-bedroom Vacation Rental.

**Location:** Property is located on the northeastern side of Beach Drive (369 Beach Drive), approximately 0.4 miles southeast of the intersection of Beach Drive and Rio Del Mar Boulevard in Aptos.

**Permits Required:** Coastal Development Permit; Vacation Rental Permit

**Supervisory District:** 2nd District (District Supervisor: Kimberly De Serpa)

## Staff Recommendation:

- Determine that the proposal is exempt from further Environmental Review under the California Environmental Quality Act.
- Approval of Application 251118, based on the attached findings and conditions.

## Project Description & Setting

The subject property is approximately 4,835 square-feet in size and developed with a four-bedroom single-family dwelling which was originally constructed in 1961 under permit 10920. The applicant proposes to construct exterior improvements to the existing dwelling, including new siding, windows, and garage doors. Once the exterior updates are completed and the required inspections have been signed off, it is proposed to be operated as a four-bedroom Vacation Rental.

The exterior improvements require approval of a Coastal Development Permit because projects located within the appealable area of the Coastal Zone are not exempt or excluded pursuant to County Code 13.20.061 and 13.20.071.

A Vacation Rental Permit is also required pursuant to County Code 13.10.694(D)(2), which requires new applications for vacation rentals consisting of four or more bedrooms to be considered at a public hearing.

## **Zoning & General Plan Consistency**

The subject property is a 4,835 square foot lot, located in the R-1-6 (Single-Family Residential - 6,000 square-foot minimum) zone district, a designation which allows residential uses. The existing single-family dwelling is a principal permitted use within the zone district and the zoning is consistent with the site's R-UL (Urban Low Density Residential) General Plan designation.

## **Coastal Development Permit Compliance**

The subject property is located within the mapped Coastal Zone Appeal Jurisdiction and the proposed improvements are proposed to an existing single-family dwelling located on a beach. Santa Cruz County Code 13.20.061(B) requires a Coastal Development Permit for exterior improvements to single-family dwellings located on a beach.

Santa Cruz County Code 13.20.130 establishes design criteria for all development requiring a Coastal Development Permit. This section outlines standards related to visual compatibility, site disturbance, ridgeline and blufftop development, landscaping, and the protection of rural scenic resources.

The proposed exterior improvements would be visually compatible with the surrounding development in that dwellings along Beach Drive utilize similar exterior siding material. The shingle siding is proposed to be a dark brown color, with natural stone veneer along the existing support pillars. The existing garage utilizes an iron gate door; and the replacement garage doors provide obscured glass panels and metal frames.

The proposed exterior improvements would enhance the visual qualities of the surrounding area and would remain compatible with surrounding development. The proposed improvements would not change the bedroom count or add any additional square-footage to the dwelling.

## **Geologic Hazards Ordinance Compliance**

Santa Cruz County Code (SCCC) 16.10 sets forth regulations and review procedures for development and construction activities within mapped geologic hazard areas and areas of special flood hazard. The project site is located within the mapped VE Flood Zone and, therefore, subject to the regulations in SCCC 16.10. To determine whether the project would be considered 'development' under SCCC 16.10, the project was evaluated for 'reconstruction' and 'substantial improvement'. If the proposed work exceeds the allowed thresholds for each evaluation, the structure is required to comply with the Geologic Hazards Ordinance which may require a permit amendment or project redesign.

Due to the parcel's location within the mapped flood hazard zone, a modification worksheet is required to evaluate whether 65% or more of the major structural components are proposed to be replaced. Structural modifications are evaluated based on four major structural components (roof framing, exterior wall framing, floor framing, and foundation); each component is given a weighted value that was established by a policy adopted by the County Board of Supervisors. The proposed exterior improvements would result in zero percent modification of major structural components; therefore, a modification worksheet was not required.

The Geologic Hazards Ordinance also requires a ‘Substantial Improvement’ evaluation for all proposed modifications to structures in the mapped geologic and special flood zone hazard areas. County Code section 16.10.040 provides a definition of “substantial improvement”, which means any repair, reconstruction, rehabilitation, addition, alteration, or improvement to a structure, the cost of which equals or exceeds 50% of the market value of the structure.

If a proposed project results in a “substantial improvement”, as defined, it must be brought into compliance with the County’s flood damage protection regulations. To evaluate whether the structure would be considered “substantially improved”, a cost breakdown form was prepared by a licensed contractor. The total cost of the proposed improvements is approximately 2.5% of the market value of the property, substantially less than 50% of the market value. Thus, the proposed project is not considered to be a “substantial improvement” under SCCC 16.10 and therefore not subject to additional Geological Hazard Ordinance regulations related to FEMA Flood Standards.

The proposed exterior improvements would not constitute ‘reconstruction’ or result in ‘substantial improvement’ pursuant to County Code 16.10.040; therefore, the proposed project is not subject to additional Geologic Hazard Ordinance requirements. Additionally, the project is not proposing to add any additional square-footage, therefore, the project would not increase the number of people exposed to geologic hazards affecting the project site.

#### Local Coastal Program Consistency

The proposed exterior improvements to the existing single-family dwelling are in conformance with the County's certified Local Coastal Program, in that the structure is sited and designed to be visually compatible, in scale with, and integrated with the character of the surrounding neighborhood. In particular, the proposed colors and materials blend with the existing dwelling and surrounding development. Developed parcels in the area contain single family dwellings. Size and architectural styles vary in the area, and the proposed exterior improvements are consistent with the existing range of styles. Although the project site is located between the shoreline and the first public road, it is not identified as a priority acquisition site in the County’s Local Coastal Program. Consequently, the proposed project will not interfere with public access to the beach, ocean, or other nearby body of water.

#### Vacation Rental Ordinance Compliance

Vacation rentals within residential structures are permitted within the R-1-6 zone district, and the operation of the vacation rental is required to comply with all requirements of the vacation rental ordinance. Vacation rental permits are subject to renewal pursuant to County Code Section 13.10.694(D)(3), as conditioned.

The provided parking will meet the requirements of SCCC 13.10.694(D)(2)(c)(iv) B. Pursuant to this Code Section, parking for vacation rentals is limited to the number of on-site parking spaces. A minimum of one on-site space is required for vacation rentals containing one or two bedrooms and a minimum of two on-site spaces is required for rentals containing three or more bedrooms. Guests are also allowed to park one additional off-site vehicle in the vicinity of the vacation rental but shall not have any exclusive or assigned use of any available street parking. The subject dwelling is comprised of four bedrooms; therefore, two on-site parking spaces are required. Three parking spaces are available on-site, meeting the parking requirements of SCCC 13.10.694(D)(2).

Little to no on-street parking is provided on Beach Drive; thus, parking is limited to that provided on site.

Pursuant to SCCC 13.10.694(D), vacation rental permits expire the same month and day five years subsequent to the effective date of the Vacation Rental/Renewal Permit; therefore, the date of expiration of this permit is November 21, 2030.

Cheshire Rio Realty has been designated as the 24-hour contact for the vacation rental. Cheshire Rio Realty is located in Aptos, within the required 30-mile response radius from the proposed vacation rental property.

The property is located within the 'No Limit' zone of the Seacliff/Aptos/La Selva Beach Designated Area, which does not limit the number of vacation rentals allowed on a residential block for all parcels fronting along the subject section of the street along Beach Drive.

Lastly, because the project includes a dwelling remodel, the project has been conditioned to require an updated Vacation Rental Safety Certification Form prior to occupancy of the dwelling to ensure basic health and safety requirements are completed prior to vacation rental use. This is accomplished by placement of a building permit hold on the final building permit inspection and occupancy clearance by the project planner. The applicant is encouraged to contact the project planner in advance of the final building permit inspection request to the Building Department to ensure that this updated form is provided to the project planner so as not to preclude occupancy of the dwelling.

## **Conclusion**

As proposed and conditioned, the project is consistent with all applicable codes and policies of the Zoning Ordinance and General Plan/LCP. Please see Exhibit "B" ("Findings") for a complete listing of findings and evidence related to the above discussion.

## **Staff Recommendation**

- Determine that the proposal is exempt from further Environmental Review under the California Environmental Quality Act.
- **APPROVAL** of Application Number **251118**, based on the attached findings and conditions.

**Supplementary reports and information referred to in this report are on file and available for viewing at the Santa Cruz County Planning Division, and are hereby made a part of the administrative record for the proposed project.**

**The County Code and General Plan, as well as hearing agendas and additional information are available online at: [www.sccoplanning.com](http://www.sccoplanning.com)**

701 Ocean Street, 4th Floor  
Santa Cruz CA 95060  
Phone Number: (831) 454-3371  
E-mail: [Michael.Lam@santacruzcountyca.gov](mailto:Michael.Lam@santacruzcountyca.gov)

## **Exhibits**

- A. Categorical Exemption (CEQA determination)
- B. Findings
- C. Conditions
- D. Coastal Development Permit Project plans
- E. Vacation Rental Permit application
- F. Assessor's, Location, Zoning and General Plan Maps
- G. Parcel information

# CALIFORNIA ENVIRONMENTAL QUALITY ACT NOTICE OF EXEMPTION

The Santa Cruz County Planning Division has reviewed the project described below and has determined that it is exempt from the provisions of CEQA as specified in Sections 15061 - 15332 of CEQA for the reason(s) which have been specified in this document.

Application Number: 251118  
Assessor Parcel Number: 043-095-19  
Project Location: 369 Beach Drive, Santa Cruz, CA 95003

**Project Description: Proposal to construct exterior improvements to an existing single-family dwelling to include new shingle siding, new stone veneer, replacement of garage doors and replacement of 2 existing windows, and establish a new four-bedroom Vacation Rental. Requires a Coastal Development Permit and a Vacation Rental Permit.**

**Person or Agency Proposing Project: David LaVelle**

**Contact Phone Number: (650) 619-6060**

- A.  The proposed activity is not a project under CEQA Guidelines Section 15378.
- B.  The proposed activity is not subject to CEQA as specified under CEQA Guidelines Section 15060 (c).
- C.  **Ministerial Project** involving only the use of fixed standards or objective measurements without personal judgment.
- D.  **Statutory Exemption** other than a Ministerial Project (CEQA Guidelines Section 15260 to 15285).
- E.  **Categorical Exemption**

**F. Reasons why the project is exempt:**

Class 1 – Existing Facilities: Exterior improvements to an existing single-family dwelling in an area designated for residential uses

Conversion of an existing single family residence, to a short term residential vacation rental, will not result in environmental impacts in that a vacation rental use is synonymous with a residential use

Class 3-Conversion of Small Structures: Conversion of the existing single family residence, to allow for short term vacation rental use, will not result in modifications to the existing, legally constructed residential structure.

In addition, none of the conditions described in Section 15300.2 apply to this project.

\_\_\_\_\_  
Michael Lam, Project Planner

Date: \_\_\_\_\_

**EXHIBIT A**

## Coastal Development Permit Findings

- (A) That the project is a use allowed in one of the basic zone districts that are listed in LCP Section 13.10.170(D) as consistent with the LCP Land Use Plan designation of the site.

This finding can be made, in that the property is zoned R-1-6 (Single-Family Residential - 6,000 square-foot minimum), a designation which allows residential uses. The existing single-family dwelling is a principal permitted use within the zone district, and the zoning is consistent with the site's R-UL (Urban Low Density Residential) General Plan designation.

- (B) That the project does not conflict with any existing easement or development restrictions such as public access, utility, or open space easements.

This finding can be made, in that no such easements or restrictions are known to encumber the project site.

- (C) That the project is consistent with the design criteria and special use standards and conditions of this chapter pursuant to SCCC 13.20.130 and 13.20.140 et seq.

This finding can be made, in that the proposed exterior improvements are consistent with the surrounding neighborhood in terms of architectural style; the site is surrounded by lots developed to an urban density; the colors will be natural in appearance and complementary to the site; and although the development site is located on a beach, the project is not proposing any exterior improvements which would alter the size or shape of the existing structure.

- (D) That the project conforms with the public access, recreation, and visitor-serving policies, standards and maps of the LCP Land Use Plan, including Chapter 2: Section 2.5 and Chapter 7.

This finding can be made, in that the project site is not identified as a priority acquisition site in the County Local Coastal Program and public beach access is available at Rio Del Mar Beach, across Beach Drive.

- (E) That the project conforms to all other applicable standards of the certified LCP.

This finding can be made, in that the existing structure is sited and designed to be visually compatible and integrated with the character of the surrounding neighborhood. Additionally, residential uses are allowed uses in the R-1-6 (Single-Family Residential - 6,000 square-foot minimum) zone district, as well as the General Plan and Local Coastal Program land use designation. Developed parcels in the area contain single family dwellings. Size and architectural styles vary in the area, and the exterior improvements proposed are consistent with the pattern of development within the surrounding neighborhood.

- (F) If the project is located between the nearest through public road and the sea or the shoreline of any body of water located within the Coastal Zone, that the project conforms to the public access and public recreation policies of Chapter 3 of the Coastal Act.

This finding can be made, in that the exterior improvements will not interfere with public access

Application #: 251118  
APN: 043-095-19  
Owner: David & Janice LaVelle

to the beach, ocean, or any nearby body of water. Further, the project site is not identified as a priority acquisition site in the County Local Coastal Program.

(G) In the event of any conflicts between or among the required findings, required findings in subsections (E) and (F) of this section shall prevail.

This finding can be made, in that there are no conflicts among the required Coastal Development Permit findings.

## Discretionary Permit Findings

- (a) Health and Safety. The proposed location of the project and the conditions under which it would be developed, operated, or maintained will not be detrimental to the health, safety, or welfare of persons residing or working in the neighborhood or the general public and will not be materially injurious to properties or improvements in the vicinity.

Exterior Improvements: This finding can be made, in that the project is located in an area designated for residential uses. Construction will comply with prevailing building technology, the California Building Code, and the County Building ordinance to ensure that the project will not be detrimental to the health, safety, or welfare of persons residing or working in the neighborhood or the general public, and will not be materially injurious to properties or improvements in the vicinity.

Vacation Rental: This finding can be made; in that the proposed residential vacation rental is located in an existing residential structure in an area designated for residential uses and is not encumbered by physical constraints to development. The residential vacation rental will comply with health and safety standards established for vacation rental units, including smoke and carbon monoxide alarms, working ground fault circuit interrupters, emergency egress in all sleeping rooms, and handrails along stairs and walking surfaces above 30 inches in height to ensure the optimum in safety. In addition, the vacation rental standards address noise, occupancy, and parking to ensure that there are no detrimental effects of the vacation rental.

- (b) Zoning Conformance. The proposed location of the project and the conditions under which it would be developed, operated, or maintained will be in substantial conformance with the intent and requirements of all pertinent County ordinances and the purpose of the zone district in which the site is located.

Exterior Improvements: This finding can be made, in that the location of the existing single-family dwelling and the conditions under which it would be operated or maintained will in substantial conformance with all pertinent County ordinances and the purpose of the R-1-6 (Single-Family Residential - 6,000 square-foot minimum) zone district as the primary use of the property will be one single-family dwelling that meets all current site standards for the zone district.

Vacation Rental: This finding can be made, in that the location of the proposed vacation rental and the conditions under which it would be operated or maintained will be consistent with all pertinent County ordinances, including the vacation rental ordinance, and the purpose of the R-1-6 (Single-Family Residential - 6,000 square-foot minimum) zone district as the ancillary use of the property will be a residential vacation rental dwelling that meets all requirements of the vacation rental ordinance.

- (c) General Plan Conformance. The proposed project is in substantial conformance with the intent, goals, objectives, and policies of all elements of the County General Plan and any specific plan which has been adopted for the area.

Exterior Improvements: This finding can be made, in that the existing residential use is in substantial conformance with the use and density requirements specified for the R-UL (Urban Low Density Residential) land use designation in the County General Plan.

Vacation Rental: This finding can be made, in that the proposed residential vacation rental use is consistent with the use and density requirements specified for the R-UL (Urban Low Density Residential) land use designation in the County General Plan as it is a residential use in an existing residential structure and the vacation rental ordinance implements the standards contained in the Noise Element of the General Plan.

A specific plan has not been adopted for this portion of the County.

- (d) CEQA Conformance. The proposed project complies with the requirements of the California Environmental Quality Act (CEQA) and any significant adverse impacts on the natural environment will be mitigated pursuant to CEQA.

Exterior Improvements: This finding can be made, in that the project has been determined to be exempt from further review under the California Environmental Quality Act, as indicated in the Notice of Exemption for this project.

Vacation Rental: This finding can be made, in that the project has been determined to be exempt from further review under the California Environmental Quality Act, as indicated in the Notice of Exemption for this project.

- (e) Utilities and Traffic Impacts. The proposed use will not overload utilities, result in inefficient or wasteful use of energy, or generate more than the acceptable level of traffic on the streets in the vicinity.

Exterior Improvements: This finding can be made, in that the existing single-family dwelling will not add any additional residential units on the existing developed lot. The expected level of traffic generated by the proposed exterior improvements is not anticipated to increase beyond the existing 1 peak trip per day (1 peak trip per dwelling unit). The exterior improvements will not adversely impact existing roads or intersections in the surrounding area. In addition, all construction will comply with prevailing building technology, the California Building Code, and the County Building ordinance to ensure that the project will not overload utilities or otherwise result in an inefficient or wasteful use of energy.

Vacation Rental: This finding can be made, in that the proposed residential vacation rental is to be located within an existing single family residential structure. The expected level of traffic generated by the proposed vacation rental is commensurate to any other residential use of the dwelling because the short term rental occupancy of a residence does not change the type of use within the dwelling and, further, guest celebrations that result in temporary increased traffic can occur with both non-vacation rental residential use and vacation rental use. The project will not overload utilities or otherwise result in an inefficient or wasteful use of energy.

- (f) Neighborhood Compatibility. The proposed use will be compatible with the existing and proposed land uses, land use intensities, and dwelling unit densities of the neighborhood, as designated by the General Plan and Local Coastal Program and implementing ordinances.

Exterior Improvements: This finding can be made, in that the existing single-family dwelling is

consistent with the land use intensity and density of the neighborhood as designated by the General Plan and implementing ordinances.

Vacation Rental: This finding can be made, in that the short-term vacation rental is proposed to be located within an existing residential dwelling located within a residential neighborhood, consistent with the land use intensity and density of residential neighborhoods. Both non-vacation residential uses and vacation rental uses can include celebrations that result in temporary increase in vehicles and building occupancy.

- (g) Local Coastal Program Consistency. For proposed projects located within the coastal zone, the proposed project is consistent with the provisions of the certified Local Coastal Program.

Exterior Improvements: This finding can be made, in that the required Coastal Development Permit findings have been made for this project and the project is consistent with the provisions of the certified Local Coastal Program.

Vacation Rental: This finding can be made, in that the short-term vacation rental of an existing residential dwelling is consistent with the provisions of the certified Local Coastal Program.

### **Site Development Permit Findings**

- (a) Siting and Neighborhood Context. The proposed development is designed and located on the site so that it will complement and harmonize with the physical design aspects of existing and proposed development in the neighborhood, as designated by the General Plan and Local Coastal Program and implementing ordinances.

Exterior Improvements: This finding can be made, in that the proposed exterior improvements to the existing single-family dwelling are designed in a manner that will complement and harmonize with the physical design aspects of existing and proposed development in the neighborhood.

Vacation Rental: This finding can be made, in that the proposed short-term vacation rental is in substantial conformance with the requirements of the County Design Review Ordinance because no exterior changes to the existing residence are proposed as part of the vacation rental operation.

- (b) Design. The proposed development is in substantial conformance with applicable principles in the adopted Countywide Design Guidelines, except as prohibited by site constraints, and any other applicable requirements of SCCC 13.11 (Site Development and Design Review). If located in the Coastal Zone, the site plan and building design are also in substantial conformance with the policies of the Local Coastal Program and coastal regulations of SCCC 13.20.

Exterior Improvements: This finding can be made, in that the proposed single-family dwelling is in substantial conformance with the requirements of the County Design Review Ordinance. The proposed exterior improvements will be of an appropriate scale and type of design that will enhance the aesthetic qualities of the subject property and reduce the visual impact of the proposed development on surrounding land uses.

Application #: 251118  
APN: 043-095-19  
Owner: David & Janice LaVelle

Vacation Rental: This finding can be made, in that the proposed short-term vacation rental is in substantial conformance with the requirements of the County Design Review Ordinance because no exterior changes to the existing residence are proposed as part of the vacation rental operation.

## Conditions of Approval

Exhibit D: Project plans, prepared by Studio 528 Architecture, dated 02/21/2025.

- I. This permit authorizes the exterior improvements to the existing single-family dwelling to include new shingle siding, stone veneer, garage doors, and replacement windows, as indicated on the approved Exhibit "D" for this permit. This permit also authorizes the operation of a vacation rental for the purpose of overnight lodging for a period of not more than 30 days at a time, as indicated on the approved Exhibit "E" for this permit. This approval does not confer legal status on any existing structure(s) or existing use(s) on the subject property that are not specifically authorized by this permit. Prior to exercising any rights granted by this permit including, without limitation, any construction or site disturbance, the applicant/owner shall:
  - A. Sign, date, and return to Santa Cruz County Planning one copy of the approval to indicate acceptance and agreement with the conditions thereof.
  - B. Obtain a Building Permit from the Santa Cruz County Building Official.
    1. Any outstanding balance due to Santa Cruz County Planning must be paid prior to making a Building Permit application. Applications for Building Permits will not be accepted or processed while there is an outstanding balance due.
- II. Prior to issuance of a Building Permit the applicant/owner shall:
  - A. Submit final architectural plans for review and approval by Santa Cruz County Planning. The final plans shall be in substantial compliance with the plans marked Exhibit "D" on file with Santa Cruz County Planning. Any changes from the approved Exhibit "D" for this development permit on the plans submitted for the Building Permit must be clearly called out and labeled by standard architectural methods to indicate such changes. Any changes that are not properly called out and labeled will not be authorized by any Building Permit that is issued for the proposed development. The final plans shall include the following additional information:
    1. A copy of the text of these conditions of approval incorporated into the full size sheets of the architectural plan set.
    2. One elevation shall indicate materials and colors as they were approved by this Discretionary Application. If specific materials and colors have not been approved with this Discretionary Application, in addition to showing the materials and colors on the elevation, the applicant shall supply a color and material sheet in 8 1/2" x 11" format for Santa Cruz County Planning review and approval.
    3. Details showing compliance with fire department requirements.
    4. A "hold" on the final inspection shall be placed by the Project Planner on

the building permit, requiring the submittal of an updated Safety Certification Form (page 5 of PLG-150) prior to clearance of the final building permit inspection and occupancy.

- B. Meet all requirements of the County Department of Public Works, Stormwater Management. Drainage fees will be assessed on the net increase in impervious area.
    - 1. The discretionary application has not been reviewed for compliance with Part 3 of the County Design Criteria. Prior to issuance of a building, grading, or other permit, final Stormwater Management documents shall be submitted for review and approval by Stormwater Management Section that adhere to the County Design Criteria and County Code 7.79.
    - 2. Pre-development runoff patterns and rates shall be maintained, and safe stormwater overflow shall be incorporated into the project design.
    - 3. New and/or replaced impervious and/or semi-impervious surface area shall not exceed 5,000 square feet.
  - C. Meet all requirements of the Environmental Planning section of Santa Cruz County Planning.
  - D. Meet all requirements and pay any applicable plan check fee of the Central Fire Protection District.
  - E. Provide required off-street parking for two cars. Parking spaces must be 8.5 feet wide by 18 feet long and must be located entirely outside vehicular rights-of way. Parking must be clearly designated on the plot plan.
  - F. Submit a written statement signed by an authorized representative of the school district in which the project is located confirming payment in full of all applicable developer fees and other requirements lawfully imposed by the school district.
- III. All construction shall be performed according to the approved plans for the Building Permit. Prior to final building inspection, the applicant/owner must meet the following conditions:
- A. All site improvements shown on the final approved Building Permit plans shall be installed.
  - B. All inspections required by the building permit shall be completed to the satisfaction of the County Building Official.
  - C. Submit an updated Vacation Rental Safety Certification Form (page 5 of PLG-150).
  - D. Pursuant to Sections 16.40.040 and 16.42.080 of the County Code, if at any time during site preparation, excavation, or other ground disturbance associated with this development, any artifact or other evidence of an historic archaeological resource

or a Native American cultural site is discovered, the responsible persons shall immediately cease and desist from all further site excavation and notify the Sheriff-Coroner if the discovery contains human remains, or the Planning Director if the discovery contains no human remains. The procedures established in Sections 16.40.040 and 16.42.080, shall be observed.

#### IV. Operational Conditions

- A. The vacation rental shall be maintained and operated so that, at all times, it is in compliance with the items listed on the Vacation Rental Certification form on file with the Department of Community Development and Infrastructure.
- B. Issuance of this permit shall not infer approval of new development or the private use of any property outside of the subject parcel boundary, including public and private rights-of-way, State Parks land, and County owned property. The term “new development” shall include, but is not limited to, fencing, patios, and accessory structures. The term “use” shall include, but is not limited to, outdoor seating, parking (in non-designated areas), and storage of equipment or materials.
- C. The maximum, overnight occupancy of the vacation rental shall not exceed 10 people (two per bedroom, plus two additional people, children under eight not counted).
- D. The maximum number of vehicles associated with the overnight occupants shall not exceed four (number of on-site parking spaces, plus one additional non-exclusive on-street parking spaces).
- E. The maximum occupancy allowed for celebrations and gatherings between 8:00 a.m. and 10:00 p.m. shall not exceed 20 people (twice the number of overnight occupants, children under 8 not counted).
- F. Occupants and guests shall adhere to the noise standards contained in the County Noise Ordinance (County Code Chapter 8.30). A copy of the County Noise Ordinance (County Code Chapter 8.30) shall be posted inside the vacation rental in a location readily visible to all guests.
- G. Vacation rental rules shall be posted inside the vacation rental in a location readily visible to all guests. The rules shall include, but not necessarily be limited to the following: maximum number of guests allowed; maximum number of people allowed for celebrations and gatherings between 8:00 a.m. and 10:00 p.m.; maximum number of vehicles allowed; restrictions on noise (contained in the County Noise Ordinance), illegal behavior, and disturbances, including an explicit statement that fireworks are illegal in Santa Cruz County; and directions for trash management.
- H. Fireworks are illegal in Santa Cruz County and prohibited at the vacation rental.
- I. The vacation rental shall have a sign identifying the structure as a permitted

vacation rental and listing a 24-hour local contact responsible for responding to complaints and providing general information. The sign shall not exceed 216 square inches, be legible from, and be posted no more than 20 feet back from the nearest street. For all rentals, the sign shall also display the beginning and end dates of the five-year vacation rental permit. Sign information shall be updated upon any renewal of this permit. The sign shall be continuously maintained while the dwelling is rented.

- J. The name, address, and telephone number(s) of the local property manager (24-Hour contact person) shall be posted inside the vacation rental in a location readily visible to all guests.
- K. Any change in the local property manager's name, address, or telephone number shall be promptly furnished to the Planning Department, the local Sheriff Substation, the Auditor-Controller-Treasurer Tax Collector, the main County Sheriff's Office, and the local fire agency, and to the property owners of all properties located within a 300-foot radius of the boundaries of the parcel on which the vacation rental is located. Proof of mailing or delivery of the updated contact information to all of the above shall be submitted to the Planning Department within 30 days of change in the local property manager's contact information.

In addition, the applicant shall complete the online contact (see link below) information survey to ensure that the Community Development and Infrastructure Department is apprised of current contact information and for emergency notifications by the County Office of Response, Recovery and Resilience. Survey can be accessed via this link: <https://forms.office.com/g/5kqvAnC8n6>.

- L. The local property manager (24-hour contact person) shall be located within 30 miles of the vacation rental. The local property manager shall be available 24 hours a day to respond to tenant and neighborhood questions or concerns. Failure to respond within 60 minutes of being contacted, as verified by County Code Enforcement staff or the County Sheriff, shall constitute a significant violation and may lead to revocation of the permit in accordance with SCCC 18.10.136.
- M. All advertising for vacation rentals shall include the vacation rental permit number in the first two lines of the advertisement text, and where photos are included, a photo containing the permit number shall be included, as well as a photo of the required signage that includes the 24-hour contact information and vacation rental identification. Advertising a vacation rental for a property without a vacation rental permit is a violation of this chapter and violators are subject to the penalties set forth in SCCC 19.01.
- N. The owner/applicant shall comply with the regulations and standards set forth in Chapter 4.24 of the County Code, including any required payment of transient occupancy tax for the vacation rental unit.
- O. Permits for vacation rentals shall expire five years from the date of approval. To continue in operation as a legal vacation rental, an application to renew the permit

must be made before the expiration date, but no sooner than 180 days before the expiration date. Vacation rental permits are non-transferable and become void when a property transfer triggers reassessment.

- P. A violation of any of the requirements to obtain a vacation rental permit may be grounds for denial of a new vacation rental permit application. Further, violations of vacation rental regulations, or of any other provision of the Santa Cruz County Code, may be grounds for denial of a renewal application or revocation of an existing vacation rental permit after consideration at a public hearing by the Zoning Administrator (or by the Planning Commission upon referral).
  - Q. If more than two significant violations occur on a vacation rental property within a 12-month period, a permit shall be noticed for a public hearing to consider permit revocation, pursuant to SCCC 18.10.136. "Significant violations" are: citations for violation of SCCC 8.30 (Noise); violation of any specific conditions of approval associated with the permit; mis-advertising the capacity and limitations applicable to the vacation rental; written warnings, or other documentation filed by law enforcement; violations of State or County health regulations; non-compliance with a public health order or emergency regulation issued by State or local authorities which may limit use and occupancy of vacation rentals; delinquency in payment of transient occupancy taxes, fines, or penalties; non-responsive property management, including failure by the local property manager to respond to calls within 60 minutes; and failure to maintain signage. In the event a permit is revoked, the person or entity from whom the permit was revoked shall be barred from applying for a vacation rental permit for the same parcel without prior consent of the Board of Supervisors.
  - R. The Vacation Rental shall provide overnight lodging for a period of not more than 30 days at a time.
  - S. In the event that future County inspections of the subject property disclose noncompliance with any Conditions of this approval or any violation of the County Code, the owner shall pay to the County the full cost of such County inspections, including any follow-up inspections and/or necessary enforcement actions, up to and including permit revocation.
- V. Indemnification

The applicant/owner shall indemnify, defend with counsel approved by the COUNTY, and hold harmless the COUNTY, its officers, employees, and agents from and against any claim (including reasonable attorney's fees, expert fees, and all other costs and fees of litigation), against the COUNTY, its officers, employees, and agents arising out of or in connection to this development approval or any subsequent amendment of this development approval which is requested by the applicant/owner, regardless of the COUNTY's passive negligence, but excepting such loss or damage which is caused by the sole active negligence or willful misconduct of the COUNTY. Should the COUNTY in its sole discretion find the applicant's/owner's legal counsel unacceptable, then the applicant/owner shall

reimburse the COUNTY its costs of defense, including without limitation reasonable attorney's fees, expert fees, and all other costs and fees of litigation. The applicant/owner shall promptly pay any final judgment rendered against the COUNTY (and its officers, employees, and agents) covered by this indemnity obligation. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this development approval.

- A. The COUNTY shall promptly notify the applicant/owner of any claim, action, or proceeding against which the COUNTY seeks to be defended, indemnified, or held harmless. The COUNTY shall cooperate fully in such defense.
- B. Nothing contained herein shall prohibit the COUNTY from participating in the defense of any claim, action, or proceeding if both of the following occur:
  - 1. COUNTY bears its own attorney's fees and costs; and
  - 2. COUNTY defends the action in good faith.
- C. Settlement. The applicant/owner shall not be required to pay or perform any settlement unless such applicant/owner has approved the settlement. When representing the COUNTY, the applicant/owner shall not enter into any stipulation or settlement modifying or affecting the interpretation or validity of any of the terms or conditions of the development approval without the prior written consent of the COUNTY.
- D. Successors Bound. The "applicant/owner" shall include the applicant and/or the owner and the successor(s) in interest, transferee(s), and assign(s) of the applicant and/or the owner.

---

Minor variations to this permit which do not affect the overall concept or density may be approved by the Planning Director at the request of the applicant or staff in accordance with Chapter 18.10 of the County Code.

**Please note: This permit expires three years from the effective date listed below unless a building permit (or permits) is obtained for the primary structure described in the development permit (does not include demolition, temporary power pole or other site preparation permits, or accessory structures unless these are the primary subject of the development permit). Failure to exercise the building permit and to complete all of the construction under the building permit, resulting in the expiration of the building permit, will void the development permit, unless there are special circumstances as determined by the Planning Director.**

Approval Date: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Application #: 251118  
APN: 043-095-19  
Owner: David & Janice LaVelle

Expiration Date: \_\_\_\_\_

\_\_\_\_\_  
Deputy Zoning Administrator

\_\_\_\_\_  
Appeals: Any property owner, or other person aggrieved, or any other person whose interests are adversely affected by any act or determination of the Zoning Administrator, may appeal the act or determination to the Planning Commission in accordance with chapter 18.10 of the Santa Cruz County Code.



# 369 Beach Drive, Aptos CA

Permit Application # 251118  
Assessor's Parcel Number 043-095-19  
Owners: David and Janice LaVelle  
1249 Chateau Drive CA 95120  
Cell 650-619-6060

## CONSTRUCTION COST ESTIMATE

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>QUANTITY</u>	<u>COST/UNIT</u>	<u>TOTAL</u>
1	GARAGE DOORS	EACH	2	\$ 6,000	\$ 12,000
2	GARAGE DOORS- INSTALLATION	EACH	2	\$ 3,300	\$ 6,600
3	STAIRS - MATERIALS FRAMING/TREADS	EACH	1	\$ 9,500	\$ 9,500
4	STAIRS - LABOR	EACH	1	\$ 12,700	\$ 12,700
5	MASONRY COLUMNS	EACH	6	\$ 2,500	\$ 15,000
6	STONE - MATERIALS	SF	230	\$ 9	\$ 2,070
7	STONE - LABOR	SF	230	\$ 20	\$ 4,600
8	HARDIE BOARD SIDING-MATERIALS	SF	210	\$ 7	\$ 1,470
9	HARDIE BOARD SIDING-LABOR	SF	210	\$ 15	\$ 3,150
10	JEN WELD WINDOWS 8' X 5'	EACH	2	\$ 1,500	\$ 3,000
11	JEN WELD WINDOWS INSTALLATION	EACH	2	\$ 2,800	\$ 5,600
12	EXTERIOR LIGHTS	EACH	4	\$ 850	\$ 3,400
	SUBTOTAL				\$ 79,090
	CONTRACTOR MARKUP/MANAGEMENT			15%	\$ 11,864
	CONTINGENCY			10%	\$ 7,909.0
	<b>TOTAL PROJECT ESTIMATE</b>				<b>\$ 98,863</b>

# 369 Beach Drive

Permit Application # 251118

APN 043-095-19

## Project Narrative

And

## Materials Description

March 24, 2025

Resubmittal June 26, 2025



Owners: David and Janice LaVelle

Address: 1249 Chateau Drive San Jose CA 95120

Cell 650-619-6060

## Project Narrative

369 Beach\_ 24706 is a project to update the existing façade of a house along Beach Drive in Aptos. This Project Narrative includes a description of the design influences and materials that will be used on 369 Beach Drive. Many other houses along Beach Drive have had similar upgrades to their appearance, and several houses have been completely rebuilt in a more contemporary architectural style. The current owners of 369 Beach desire to have the house fit in better with the neighboring houses by upgrading the appearance. They also want to create a house that is easier to maintain. This project only includes changes to the exterior front façade of the house and rebuilding the entry stairs into the house to bring them up to current codes for rise and run of the stair treads. No changes are anticipated at the sides, back, or roof of the house. Nor is there any additional square footage included.

The house at 369 Beach Drive was built in 1962. By all appearances the front of the house is still in its original style and no exterior improvements have been made. As seen in the recent photos, the house has a very plain façade which includes board and batten siding on the third floor, a recessed patio with windows and a sliding door on the second floor, and 3 wrought iron gates at the 3 carports on the first floor. The house is all painted in an off-white color except for the iron gates, which are black. The black iron gates give the

house a somewhat industrial appearance, which is not attractive. The existing



façade is pictured here:

The proposed project involves 5 key elements:

- Installation of Hardie Board Shingle siding
- Installation of 2 garage doors
- Replacement of 2 existing windows
- Installation of stone veneer at the front of the house
- Reconstructing the entry stairs to match current codes

# 369 Beach Drive

## Design Ideas

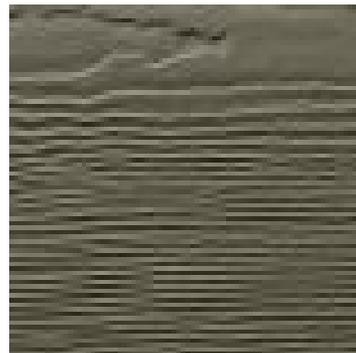
- Dark Gray Fascia
- Replace existing windows
- Hardie Shingle Planks

- Wood Ceiling @ Patio
- Light Stucco Color
- Stone Accents at Columns
- And second Floor windows
- Install 2 Garage Doors



## Material Description

Installation of Hardie Board Shingle siding – this will give the house a much more contemporary look. A shingled exterior is a common architectural style for houses near a beach, and several houses along Beach Drive feature this element. In the case of Hardie Board siding, the material is an excellent choice for ocean adjacent installation. It comes in a pre-applied color that is very inert and able to withstand the elements of sand and salt spray. We have selected the color “Timber Bark”. This material is known to be very maintenance free in areas of harsh weather. The material is pictured here:



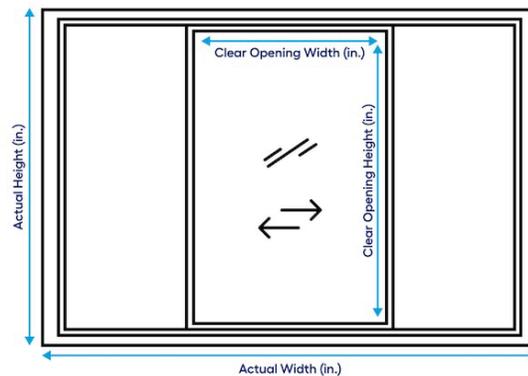
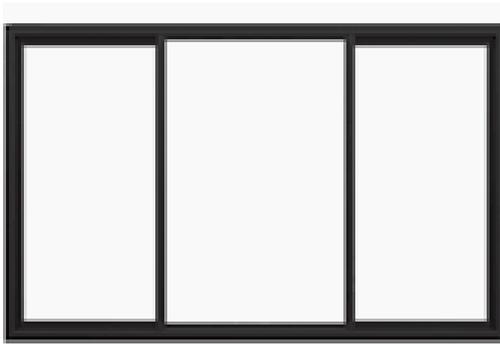
Installation of 2 garage doors – The addition of 2 garage doors is a combination of appearance and function improvements. The current iron gates give the house a unattractive, industrial appearance. They are also difficult to enter and exit with a vehicle because they need to be locked using a padlock which is very inconvenient. By installing 2 garage doors on the 2 southern carports, ingress and egress to the parking will be much easier. It will also improve safety as parking on the edge of Beach Drive to open the gates will be reduced. The garage doors will be a four horizontal panel style. The 3 top

panels will be obscure glass. The bottom panel on each door will be stainless steel mesh to allow water to pass through. The style of garage doors is pictured here:



Replacement of 2 existing windows- The two windows on the third floor are different sizes, which gives an odd architectural look. The window to the north is 8 feet wide by 4 feet tall. The window to the south is 6 feet wide by 4 feet tall. Both windows will be replaced with new windows 95 ½ inches wide by 59 ½ inches tall which will create better symmetry and allow for more natural light. The windows will be vinyl with a black frame to tie in with the new house colors. These vinyl windows are great at withstanding harsh Beach weather. Both windows will comply with the County’s and California’s egress and energy requirements. The windows are manufactured by Jeld-Wen (Jeld-Wen Finishield V-4500 Black Exterior Vinyl Sliding Window) and are pictured here:

**WINDOW MEASUREMENT GUIDE  
(BOTH-OPERABLE)**



Installation of stone veneer at the front of the house – The front of the house currently features concrete block that has been painted white. This is a very dated look and requires frequent repainting due to the weather. The use of stone veneer is a common element of homes along Beach Drive. It provides a nice finished appearance and a sense of permanence to a house. It is also very low maintenance and able to withstand the harsh climate along the beach. The stone will be placed on the columns at the ground floor and around the windows on the second floor patio. The total area of stone is approximately 150 square feet. This is a natural stone product which is highly resistant to weather impacts, and requires little maintenance. The stone veneer we have selected is called Fon du Lac. A sample is pictured here:



Neighborhood reference pictures: these photos show some of the properties along Beach Drive near the project house, 369 Beach Drive



*369 Beach Drive at right side of picture*

This picture shows 369 Beach Drive and the 4 houses to the North of 369 Beach Drive. Note that 3 of the 4 neighbors have garage doors similar to those desired for the 369 Beach Drive project.



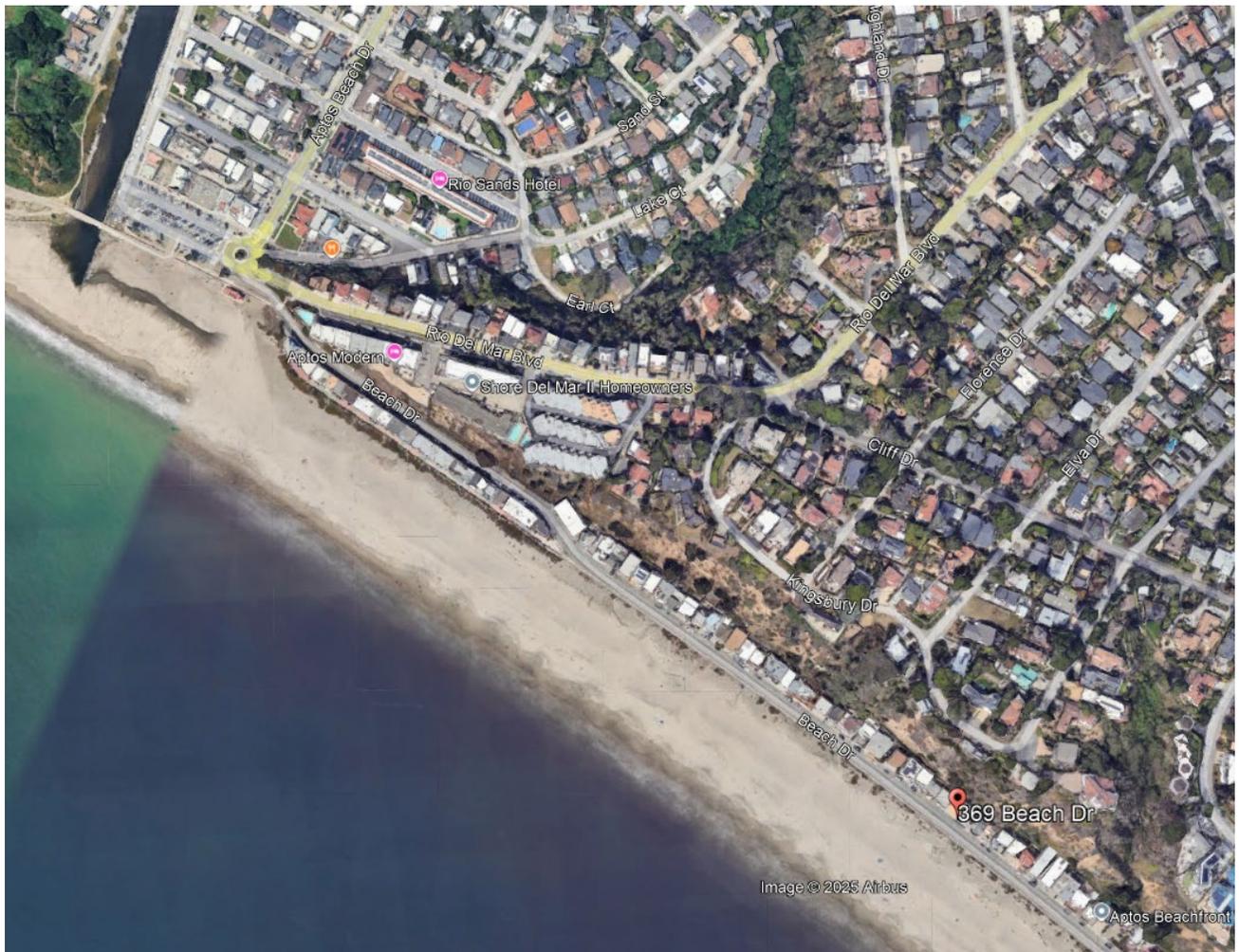
This picture shows two of the neighbors a few houses to the South of 369 Beach Drive. The garage doors and use of stone are relevant elements of their design.

# VICINITY MAP

369 Beach Drive, Aptos 95003

Permit Application # 251118

APN 043-095-19



Owners: David and Janice LaVelle

Address: 1249 Chateau Drive San Jose CA 95120

Cell 650-619-6060

**EXHIBIT D**



REVISION  
 APPROVED *Paul Hanagan*  
 Paul Hanagan LS 7797

HANAGAN LAND SURVEYING  
 305-C SOQUEL AVE.,  
 SANTA CRUZ, CA 95062  
 PHONE (831) 469-3428



Topographic Map, The Lands Of:  
**David & Janice LaVelle**  
 369 Beach Drive, Aptos, CA, 95003

Santa Cruz County  
 A.P.N. 043-095-14  
 DATE 3-13-2025  
 SCALE 1" = 10'

SHEET  
**SU-1**  
 OF 1 SHEETS  
 25017  
 JOB NO. 25017

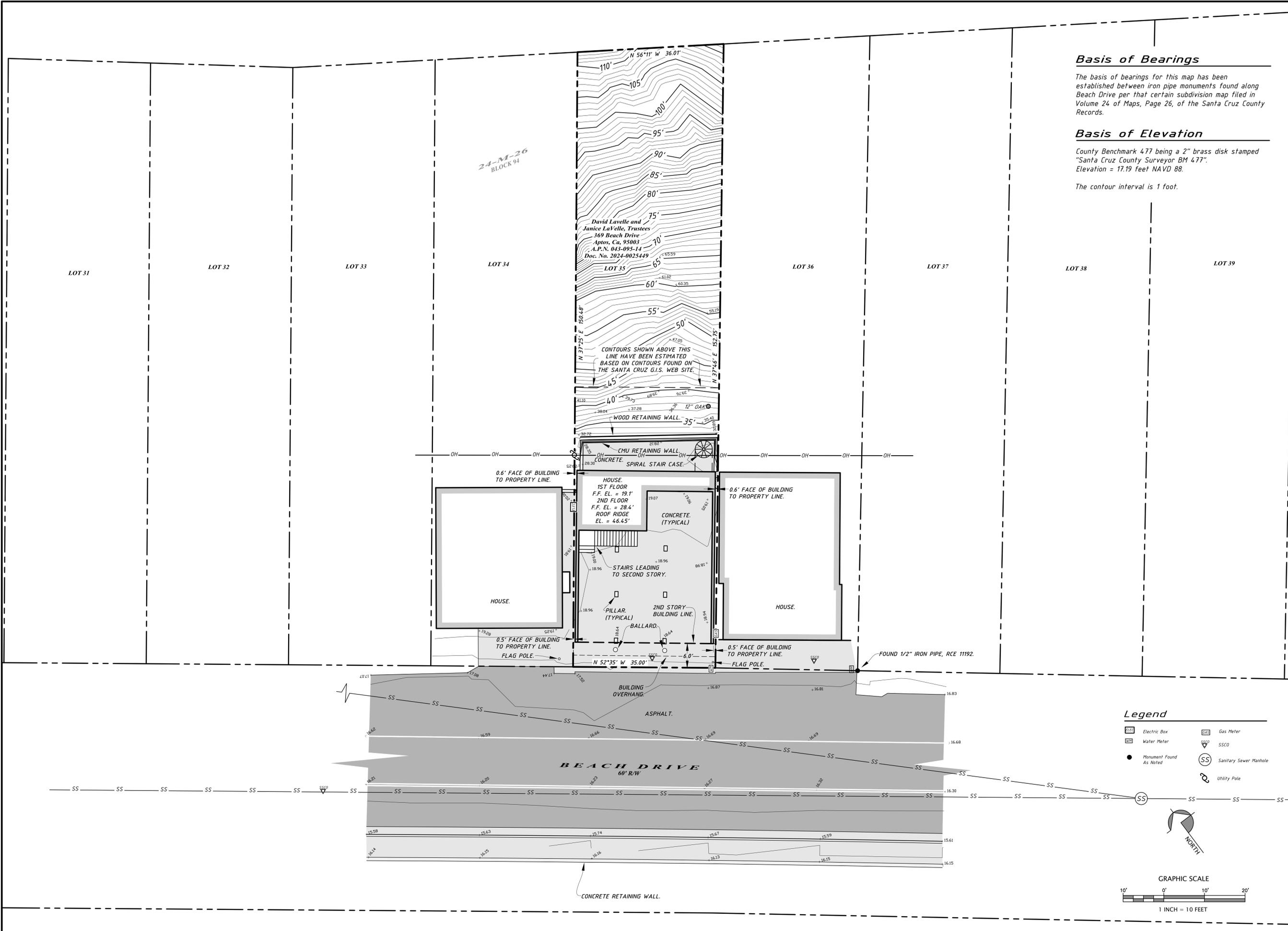
**Basis of Bearings**

The basis of bearings for this map has been established between iron pipe monuments found along Beach Drive per that certain subdivision map filed in Volume 24 of Maps, Page 26, of the Santa Cruz County Records.

**Basis of Elevation**

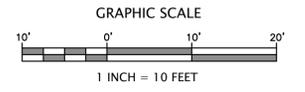
County Benchmark 477 being a 2" brass disk stamped "Santa Cruz County Surveyor BM 477".  
 Elevation = 17.19 feet NAVD 88.

The contour interval is 1 foot.

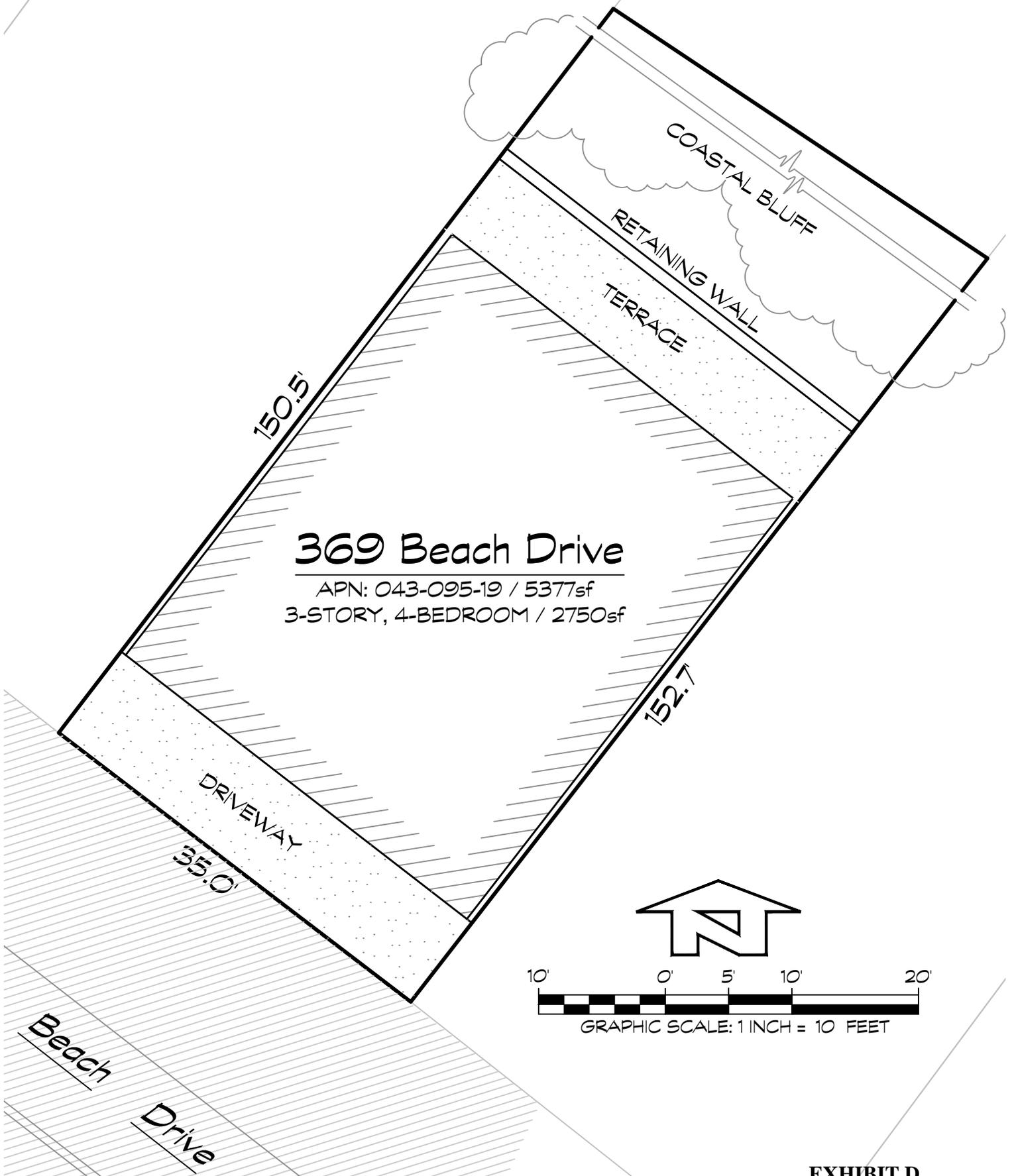


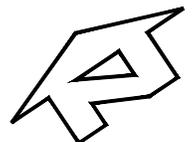
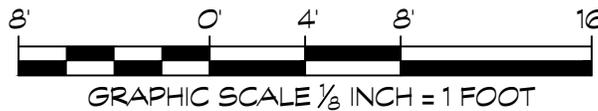
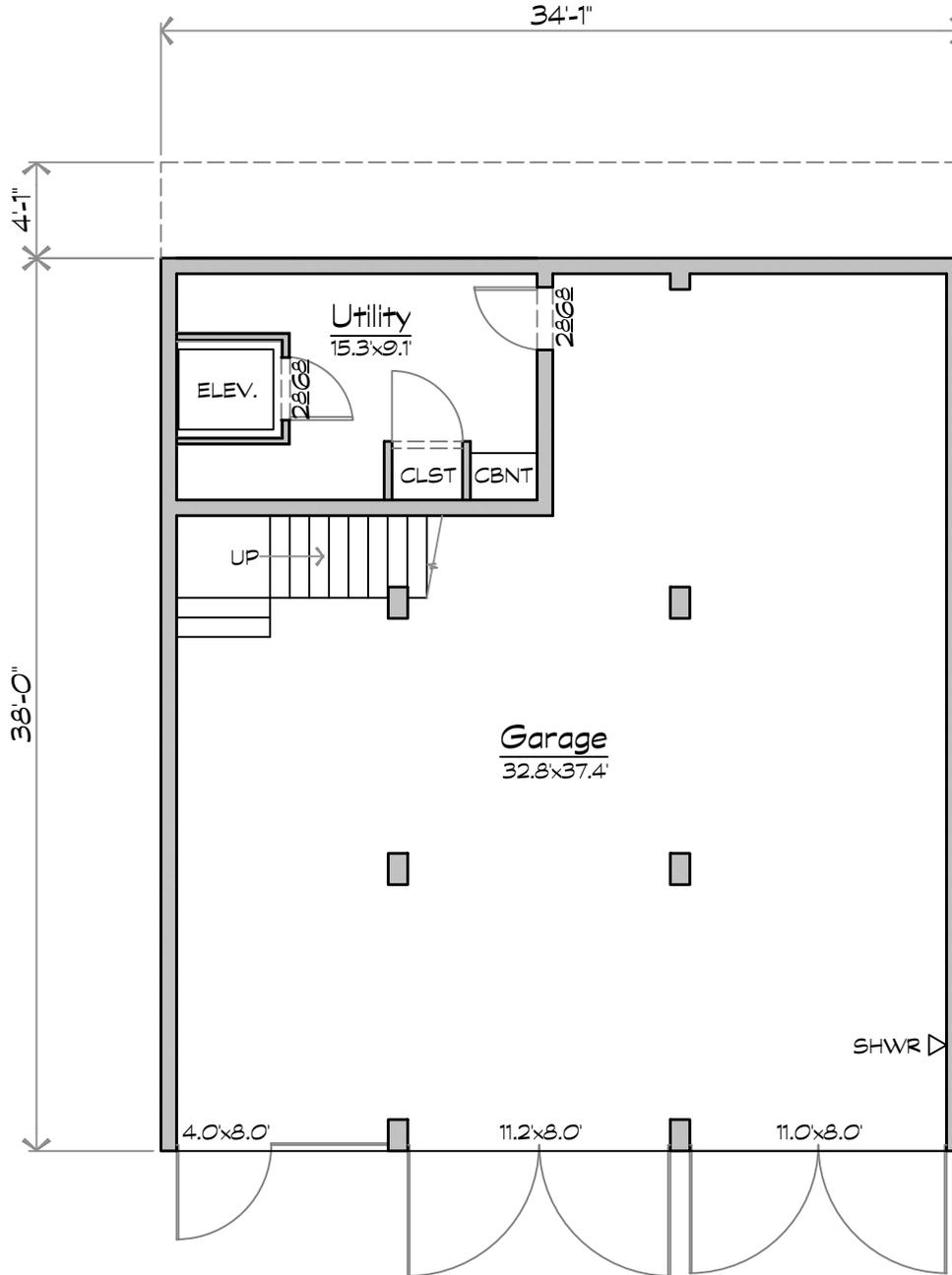
**Legend**

- Electric Box
- Water Meter
- Monument Found As Noted
- Gas Meter
- SSEO
- Sanitary Sewer Manhole
- Utility Pole

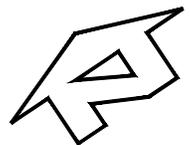
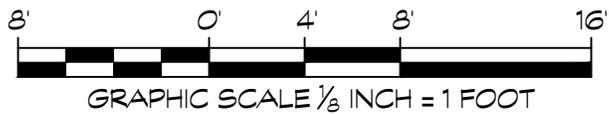
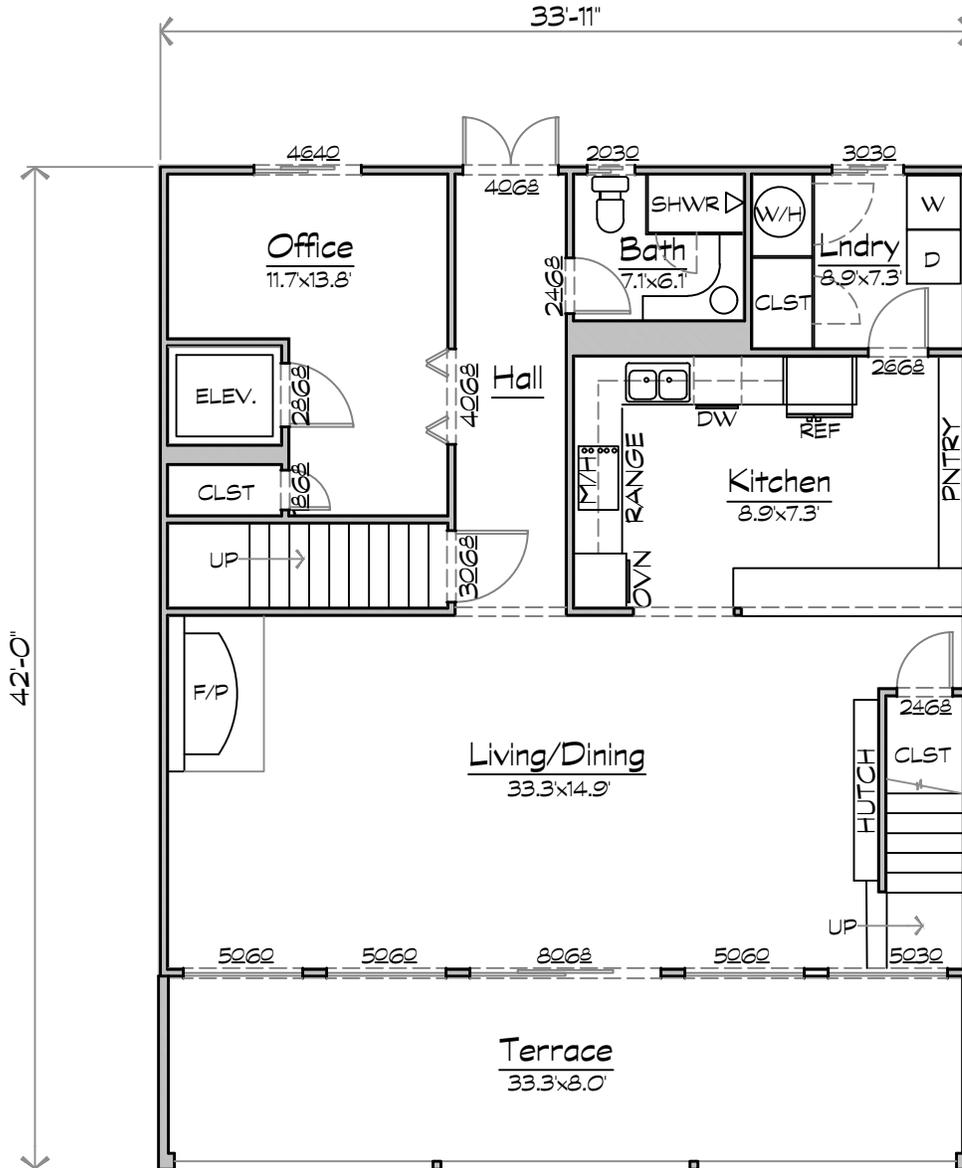


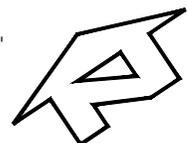
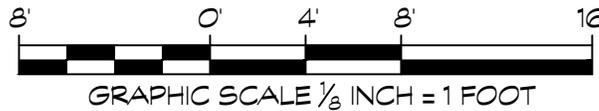
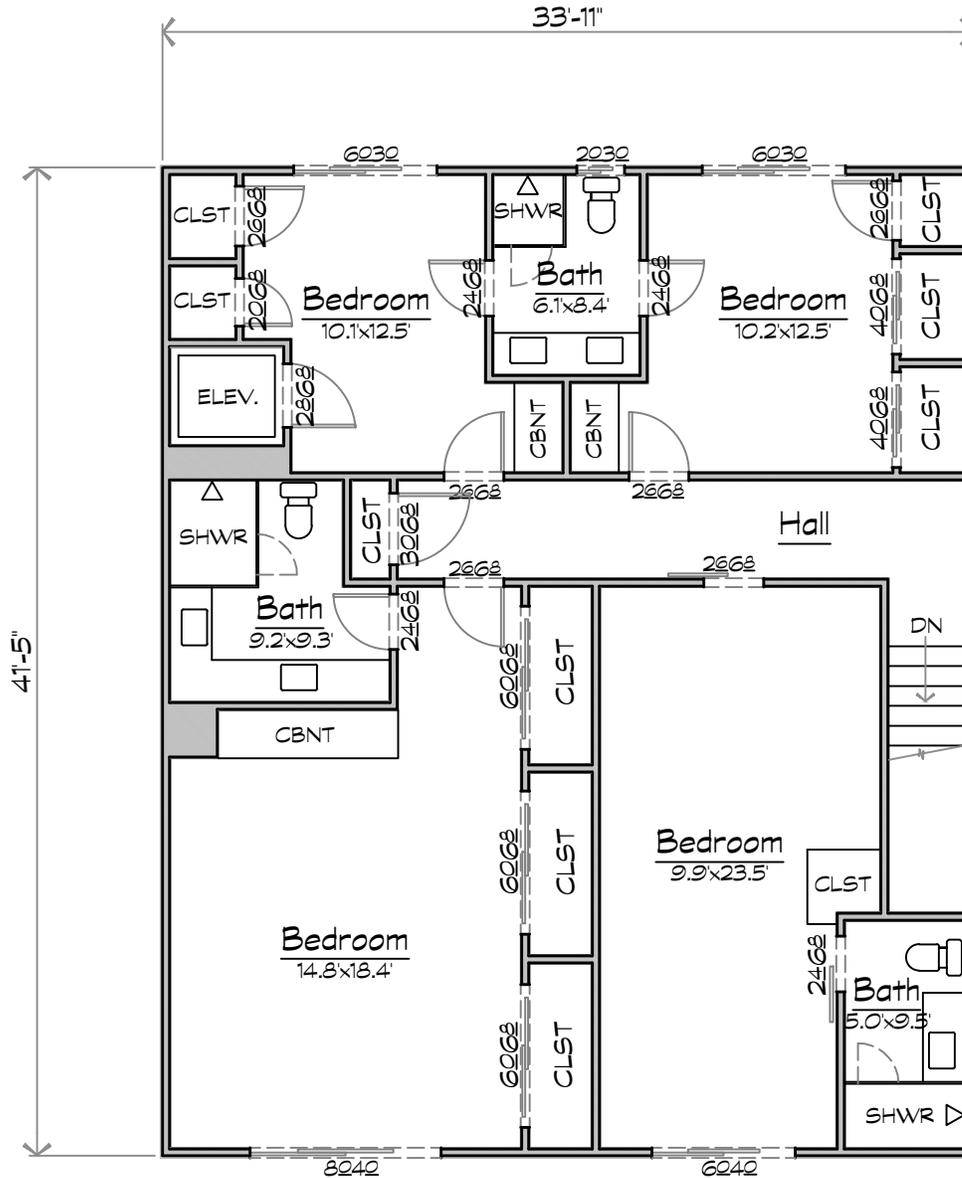
Disclaimer: This drawing is a computer-generated image of a topographic map. It is not a photograph of the actual site. The user is responsible for verifying the accuracy of the information shown on this drawing. The user is also responsible for obtaining all necessary permits and approvals from the appropriate authorities. The user is also responsible for obtaining all necessary insurance coverage. The user is also responsible for obtaining all necessary professional liability insurance coverage. The user is also responsible for obtaining all necessary professional liability insurance coverage.





**EXHIBIT D**





**EXHIBIT D**

PERMIT # 251118

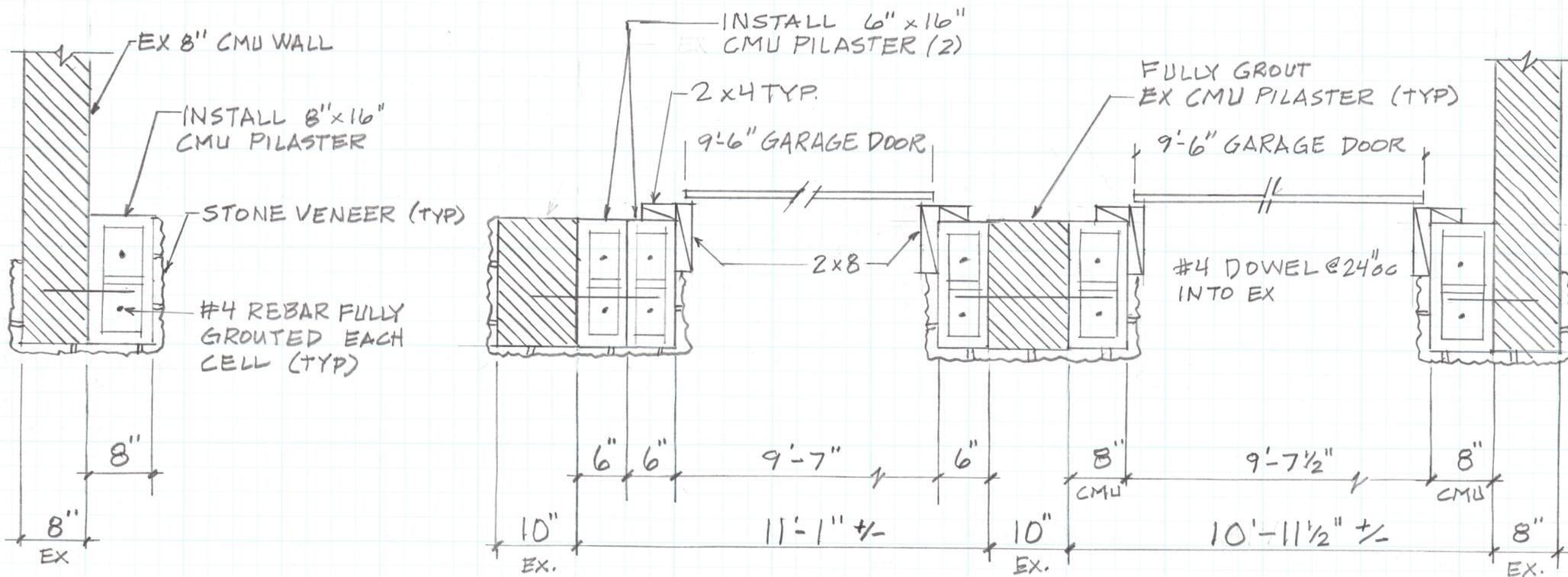
APN - 043-095-19

OWNERS: DAVID & JANICE LAVELLE

1249 CHATEAU DRNE  
SAN JOSE CA 95120

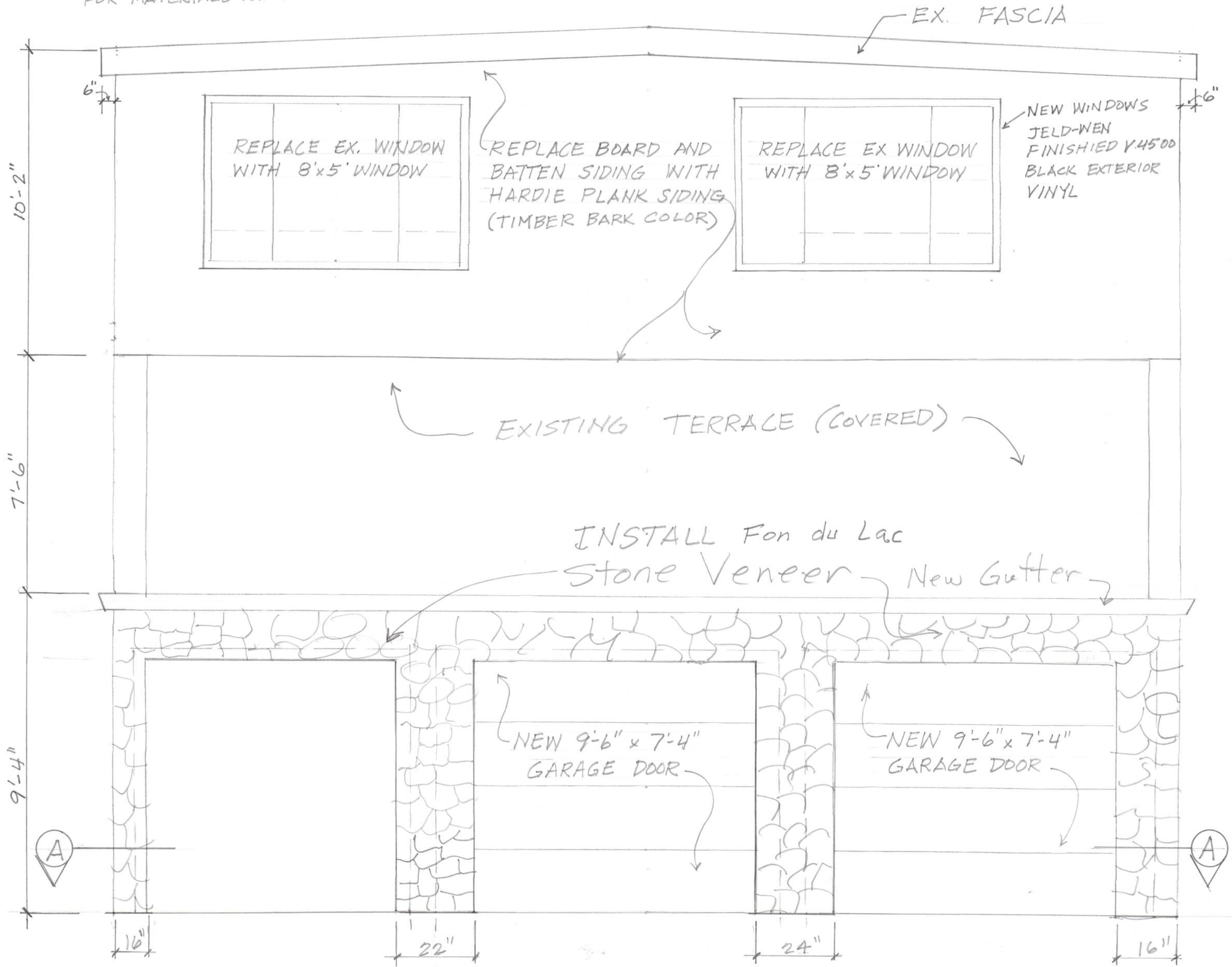
PHONE: 650-619-6060

369 BEACH DRIVE - SECTIONS



SECTION @ GARAGE DOORS 1"=1'-0"

NOTE: REFER TO "PROJECT NARRATIVE"  
FOR MATERIALS AND COLOR SELECTION



369 BEACH DRIVE - ELEVATION 1/2"=1'-0"

SHEET  
1

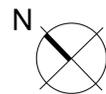
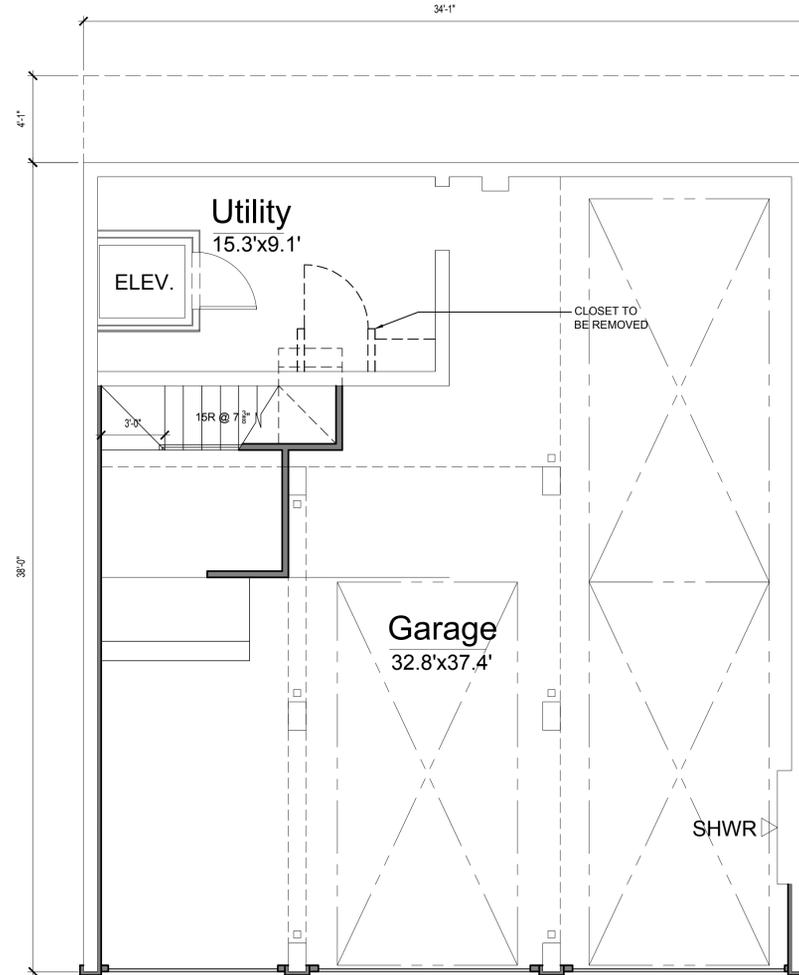
PERMIT APP # 251118  
APN 043-095-19

OWNERS: DAVID AND JANICE LAVELLE  
1249 CHATEAU DR. SAN JOSE 95120

PHONE: 650-619-6060



4159 Pearson Ct.  
 Capitola, CA 95010  
 (408) 705.6763  
 www.studio528inc.com



**LOWER LEVEL FLOOR PLAN**

1/4" = 1'-0"



**UPPER LEVEL FLOOR PLAN**

1/4" = 1'-0"

DESIGN DEVELOPMENT SET

NO.	DATE	REVISION
1	2/26/2025	meeting notes
2	3/3/2025	owner revisions

PROPOSED REMODEL:  
**369 BEACH DR.**

369 BEACH DR.  
 APTOS, CA, 95003  
 A.P.N. 04309519

SHEET TITLE:  
**UPPER LEVEL FLOOR PLAN**

ISSUE DATE: 2/21/2025  
 SCALE: AS NOTED

**A2.1**



# COUNTY OF SANTA CRUZ

## PLANNING DEPARTMENT

701 OCEAN STREET, 4<sup>TH</sup> FLOOR, SANTA CRUZ, CA 95060  
(831) 454-2580 FAX: (831) 454-2131

### Vacation Rental Permit Application

*Carefully read the List of Required Information (LORI) and ensure that ALL required information is included with this application. If you do not have ALL of the required information, your application will not be accepted.*

#### Permit and Property Information

Current vacation Rental Permit Number (if applicable): \_\_\_\_\_

Assessor's Parcel Number (APN): 043-095-19  
(APNs MAY BE OBTAINED FROM THE ASSESSOR'S OFFICE AT (831) 454-2002)

Street Address: 369 beach

#### Applicant Information (Complete only if different from Owner Information)

NAME: Cheshire rio Realty

MAILING ADDRESS: 107 Aptos beach drive

CITY/STATE Aptos Ca ZIP 95003

PHONE NO. (831) 688-2041 CELL PHONE NO. ( ) \_\_\_\_\_

EMAIL: JR.cheshire@comcast.net

#### Owner Information

NAME: Dave and Janice LaVelle

MAILING ADDRESS: 1249 chateau drive

CITY/STATE San Jose Ca ZIP 95120

PHONE NO. (408) 997-6560 CELL PHONE NO. (650) 619-6060

EMAIL: chateau2@sbcglobal.net

#### **NOTE:**

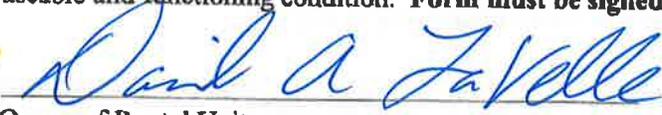
*If the application submittal is made by anyone other than the owner, a signed Owner/Agent form (attached) or a property management agreement must be submitted with the application.*

## VACATION RENTAL SAFETY CERTIFICATION

The following items require verification to assure the vacation rental unit is equipped and maintained to minimum safety standards to help provide for a safe vacation experience. Verification can be performed by owner (self-certified), certified home inspector, County Building Inspector, or by the property manager/agent.

- Smoke alarms** (listed and approved by the State Fire Marshall) installed in the following locations per the 2016 California Residential Code, Sec. R314.1.
  - In each sleeping room.
  - Outside each separate sleeping area in the immediate vicinity of the bedroom(s).
  - At least one alarm on each story, including basements and habitable attics.
- Carbon Monoxide alarms** (listed by an approved agency such as UL) installed in the following locations per the 2016 California Residential Code, Sec. R315.1.
  - Outside each separate sleeping area in the immediate vicinity of the bedroom(s).
  - At least one alarm on each story, including basements and habitable attics but not including crawl spaces or uninhabitable attics.
- Working **GFCI's** (ground fault circuit interrupters) required at all receptacles within 6 feet of all kitchen, bathroom, bar and laundry sinks per the 2016 California Electrical Code, Art. 210.8.
- All sleeping rooms shall be provided with at least one **emergency egress window** with a minimum net clear opening of 5 square feet, with a minimum opening height of 24 inches and minimum net clear opening width of 20 inches, with the bottom of the clear opening being not greater than 44" measured from the floor. Bars, grilles, grates or similar devices are permitted to be placed over emergency escape and rescue openings provided such devices are releasable or removable from the inside without the use of a key, tool or special knowledge. Per the 2016 California Residential Code, Sec. R310.
- All stairs shall have at least one continuous **handrail** running the full length of the stairs per the 2016 California Residential Code, Sec. R311.7.8
- All walking surfaces measured vertically more than 30" above grade or other floor levels, including mezzanines, platforms, stairs, ramps and landings shall have **guard railing** a minimum of 42" in height with openings no greater than 4" per the 2016 California Residential Code, Sec. R312.1. Exception: Guards on the open sides of stairs shall have a height not less than 34" measured vertically from a line connecting the leading edges of the treads.
- Pool/spa safety barrier** enclosures shall comply with Santa Cruz County Code, Sec. 12.10.216. Exception: Self-contained spas/ hot tubs with approved safety covers need not comply with barrier reqs.
- Rental equipped with at least one **fire extinguisher** (type 2A10BC) installed in a readily visible/accessible location near the kitchen.

I hereby certify that the safety standard conditions listed above are fully complied with and will be maintained in a useable and functioning condition. **Form must be signed by one of the following four parties.**

  
 X David A. Favelle  
 Owner of Rental Unit

12-4-24  
 Date

\_\_\_\_\_  
 Certified Home Inspector

\_\_\_\_\_  
 License #

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 County Building Inspector

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Property Manager/Agent

\_\_\_\_\_  
 Date

*For questions regarding these safety certification requirements please contact the Building Official at (831) 454-3195*



# COUNTY OF SANTA CRUZ

## PLANNING DEPARTMENT

701 OCEAN STREET, 4<sup>TH</sup> FLOOR, SANTA CRUZ, CA 95060  
(831) 454-2580 FAX: (831) 454-2131

### OWNER-AGENT APPROVAL FORM

For persons other than the owner who wish to obtain a building, development or other permit, owner approval is required. This is the County's authorization to issue a permit to the agent listed below:

Agent: Name: Cheshire Realty  
 Address: 107 Aptos beach  
 City: Aptos  
 State/Zip Code: Cal 95003  
 Telephone: (831) 688-2041  
 Email: JR.cheshire @ Comcast.net

Owner: Name: Dave and Janice LaVelle  
 Address: 1249 chateau drive  
 City: San Jose, Ca. 95120  
 State/Zip Code: Ca. 95120  
 Telephone: (408) 997-6560  
 Email: chateau2 @ sbc global.net

X 12-4-24  
 Date:

X Janice LaVelle  
 Signature of Owner

043-095-19  
 Assessor's Parcel Number(s)

369 beach  
 Project Location

Note: One Owner-Agent form will be required for each permit required. In the case where there is more than one owner of a parcel, the owner signing this form represents that he/ she has the consent from all other owners of the parcel. For development permits, by signing this form, the owner is authorizing the agent to legally bind the owner to responsibility for payment of the County's cost for inspections and all other actions related to noncompliance with permit conditions. The agent will be required to provide the department with proof of service by mail, that the owner was mailed a copy of the executed acceptance of permit conditions. Finally, by signing this form, the owner is designating the agent as their Agent for Service of Process for all matters relating to this application.

**\*\*Any refunds will be made to whomever made the payment**

**24-HOUR CONTACT**

**NOTE:** 24-Hour Contact must reside within a 30 mile radius of the vacation rental

NAME: Cheshire Realty  
MAILING ADDRESS: 107 Aptos beach  
CITY/STATE Aptos Ca. ZIP 95003  
PHONE No. ( 831 ) 688-2041 CELL PHONE No. (     )  
EMAIL: cheshierio © Comcast.net

**ELECTED/ PUBLIC OFFICIAL OR COUNTY EMPLOYEE INFO. PUBLICATION**

If the contact person identified above is an elected or appointed official (including a public safety official) as defined by sections 6254.21 or 6254.24 of the California Government Code, this application must be signed below by the contact person, and constitutes written permission under Government Code section 6254.21 that the contact person's name and phone number may be placed on the County's internet website. If the contact person identified above is an employee of the County of Santa Cruz within the scope of section 468 of the County Procedures Manual, this application must be signed below by the contact person, it constitutes a waiver of the provisions of that section, and it constitutes written permission to place the contact person's name and phone number on the County's internet website.

X

\_\_\_\_\_  
Contact person signature, if applicable

## POLICY LETTER 369 beach drive

YOU MUST SIGN THIS COPY AND RETURN IMMEDIATELY

**RENT:** Rent is to be prepaid no later than **60 days prior** to occupancy (your date of arrival). Failure to have your monies received 60 days prior may result in cancellation of your reservation and loss of deposit. Last minute bookings (14-days before check in or less) must pay by cash or cashier's check. **Please make check payable to Cheshire Rio Realty.**

**SECURITY** Security Deposit is not used as part of the rent. It is a reservation, cleaning, damage and **DEPOSIT:** utility bill deposit. It is deposited in a non-interest bearing account. Refund will occur by mail within three weeks from departure, if there are no deductions.

**CLEANING:** In addition to the rents you will be charged a pre-set cleaning fee (sani/inspect) for returning the property back to the condition you received it in. An extra charge will be assessed for cleaning over the time allotted or for the washing of any dishes, removal of excess sand, (rate charged is \$45 per hour, per cleaner). You will be supplied with a cleaning info sheet when you check-in. **ALL UNITS ARE NON-SMOKING UNLESS SPECIFIED.**

**Trash** All trash must be kept inside a closed container. Please call office for removal of excess trash.

**PARKING** County ordinance now limits parking to the number of off street parking (garage, ~~driveway~~) ~~plus 1 more on the street.~~ **total number of parking spaces for 369 beach is 3**

**Beachdrive-  
Aptos: notes** (200 block of Beach drive has first come off street parking only).  
Homes Behind the Gates, 529-640 Beach will be issued parking permits.

**CHANGES:** For any change in date or properties, there is a \$25.00 charge. Changes must be made prior to 60 days of occupancy. **ROLL-OVER RESERVATIONS REQUIRE 90 DAY NOTICE FOR CHANGES OR CANCELLATIONS.**

**IF YOU  
cancel** A refund will be made (**less a \$50 service charge**) if a reservation is canceled at least 60 days **must** prior to check-in date. If cancellation occurs within the 60 day period, all of your monies may be subject to liquidated damages. (**additional cancellation fees of 6% will be levied from deposit if a credit card was used for pre-payment**). Please see back page, last para. for refunds if we re-rent.

**PETS:** **NO PETS ALLOWED, except for designated properties with pet addendum**  
Violation of the **PET RULE** may result in eviction from rental property

**WHAT TO  
BRING:** All Units are ready for occupancy with these exceptions:  
- Washable linens (sheets, towels pillow cases), **note, selected homes PROVIDE LINENS**  
- Paper products, cleaning supplies, bathroom soap, food condiments  
- Firewood is not provided  
- VCR, DVD, DSL and TV reception and availability is not guaranteed by Cheshire

**PHONE:** Please use your credit card for all long distance phone calls.

**OCCUPANCY** **Your beach rental allows 10 maximum people to sleep over. Children under 8 not counted. In addition the total number of allowed guests for celebrations and gatherings during the hours of 8 AM to 10 PM is 20.**

**CHECK-IN:** Check-in time is 3:00 PM at the Cheshire Office. Please call the office to make arrangements for key pick-up after 5:00 PM. There is a \$25.00 service charge for after hour service by an agent. A \$50.00 service charge for any service after 10:00 PM.

**CHECK-OUT:** Check-out time is 10:00 AM at the Cheshire office. Please return all keys, passes and the Tenant Information Sheet issued. **There is a \$25.00 per quarter-hour charge for check-outs after 10:00 AM.**  
RENTAL RATES ARE SUBJECT TO CHANGE WITH A 60 DAY NOTICE. ADDITIONALLY, OWNER RESERVES THE RIGHT TO CANCEL WITH A SIXTY DAY NOTICE.

Property/369 Beach dr. \_\_\_\_\_ Tenant: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
CHESHIRE-RIO REALTY & PROPERTY MANAGEMENT www.cheshirerio.com---SIGN AND RETURN THIS COPY  
107 APTOS BEACH DRIVE, APTOS, CA. 95003

831-688-2041

PAGE ONE OF TWO 4-2025

EXHIBIT E



# COUNTY OF SANTA CRUZ

EDITH DRISCOLL, AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR  
701 OCEAN STREET, SUITE 150, SANTA CRUZ, CA 95060-4073  
POST OFFICE BOX 5639, SANTA CRUZ, CA 95063 • (831) 454-2510 • FAX (831) 454-2257

## TRANSIENT OCCUPANCY TAX - REGISTRATION APPLICATION

CITY OF SANTA CRUZ TTC  
NOV 26 '24 AM 10:10

### FOR COUNTY USE ONLY

Certificate Number:  
Date Issued:  
APN Number:

**PLEASE PRINT OR TYPE**

Name of Facility or Unit Beach beauty 369  
Address of Facility or Unit 369 beach  
Property Manager (If Applicable) Cheshire Rio Realty  
Mailing Address 107 Aptos beach dr.  
Email Address JR. cheshire @comcast.net Phone# 688-2041

Websites You Plan to Use:  VRBO  Home Away  AirBNB  AirBNB Only\*  Other \_\_\_\_\_

Type of Rental:  Hotel/Motel  Bed and Breakfast  Whole House  Hosted Rental

Number of Occupancy Units \_\_\_\_\_

### **IMPORTANT: Change of Operator and/or Ownership Requires a New Application**

**Owner(s) Name (List Principals):**

Operator's Name	Address	Phone Number
Dave Lavelle	chateau drive San Jose Ca.	650 619 6060

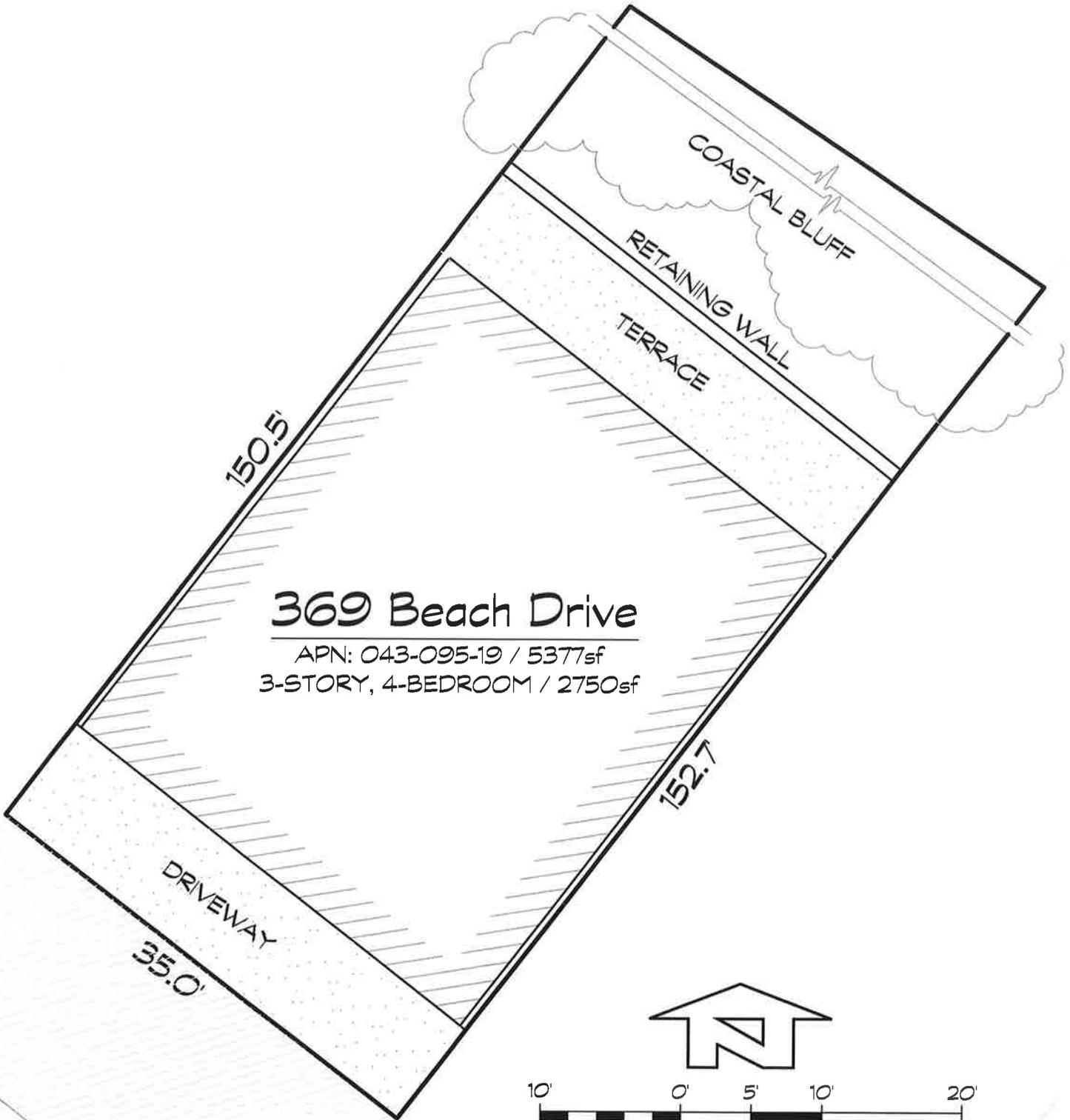
**Local Emergency Contact**

Name	Email Address	Phone Number
Cheshire Rio	cheshirerio @comcast.net	688-2041

**I HEREBY CERTIFY, UNDER PENALTY OF PERJURY, THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.**

Signed R m d l l e Date 11/26/24

\*AirBNB has an agreement with the County of Santa Cruz to collect and pay the TOT for all listings done on their site that are within the unincorporated area of the County. If you commit to only using AirBNB for all of your rentals you will not be required to report monthly.



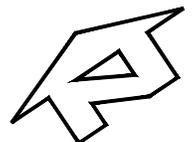
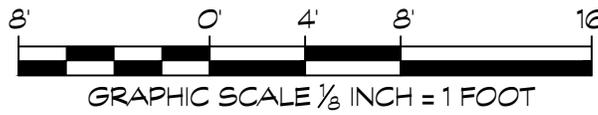
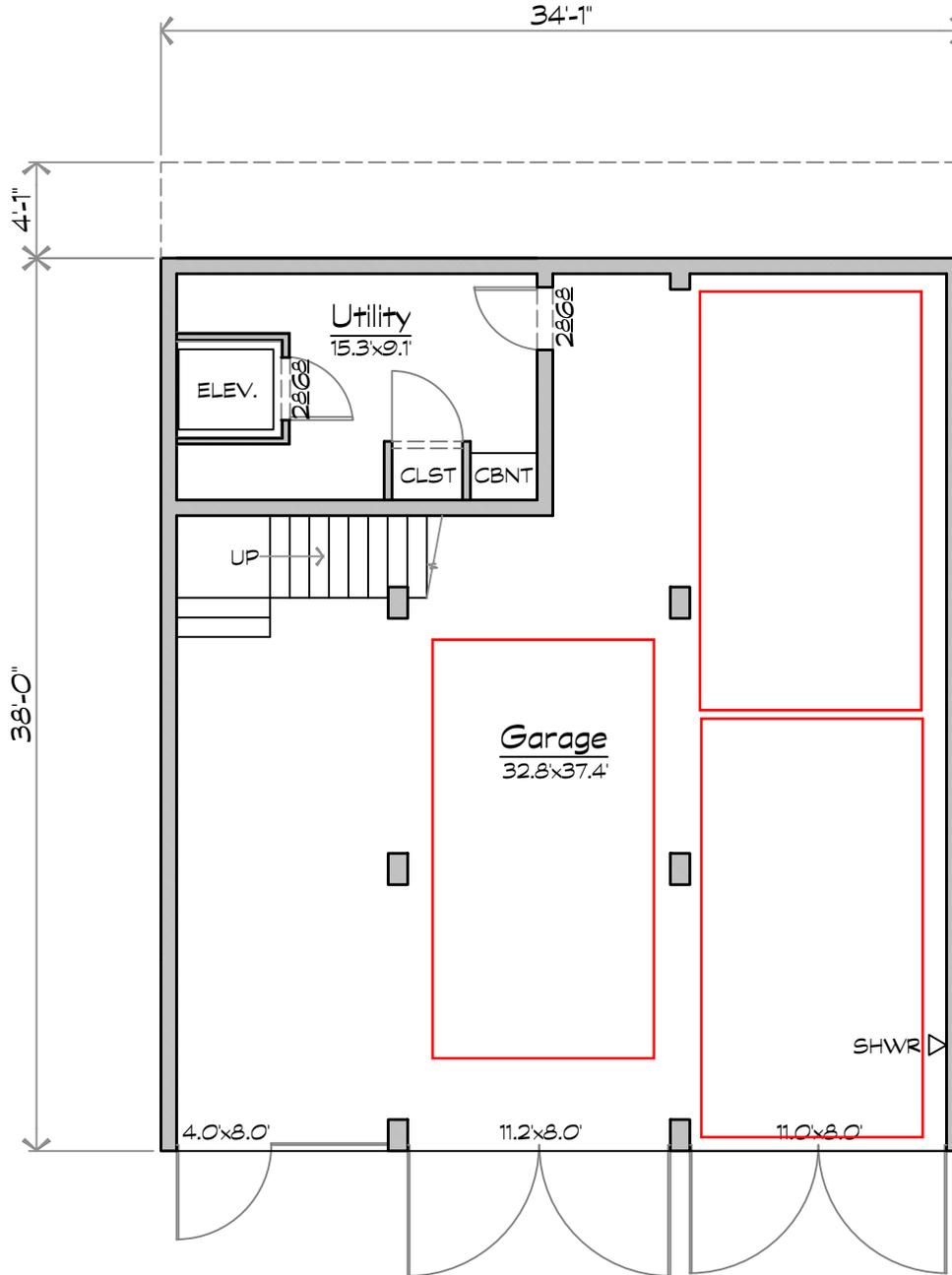
**369 Beach Drive**

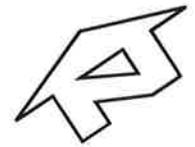
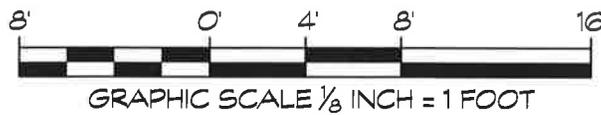
APN: 043-095-19 / 5377sf  
3-STORY, 4-BEDROOM / 2750sf

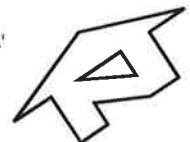
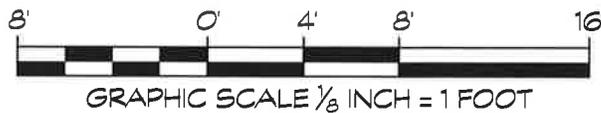
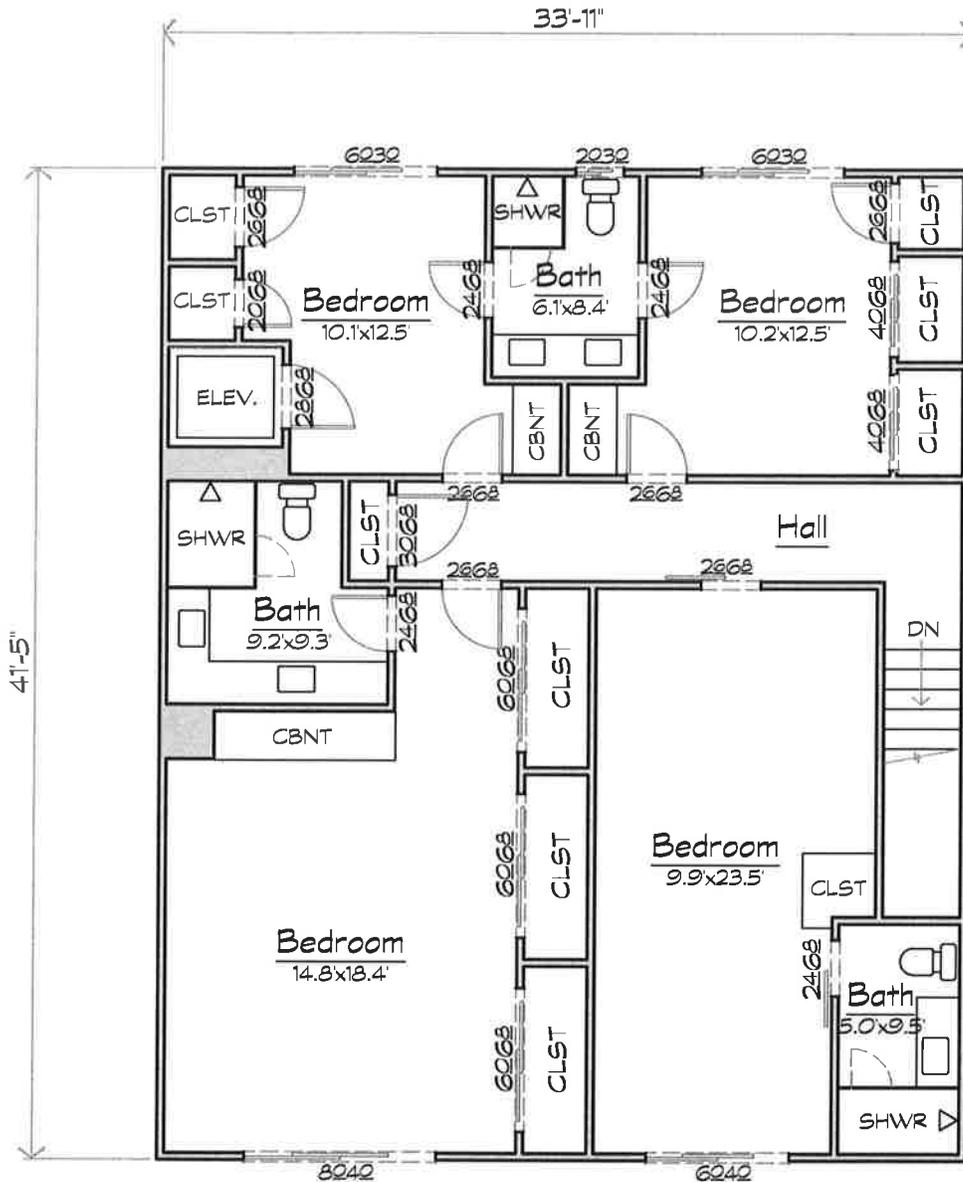


GRAPHIC SCALE: 1 INCH = 10 FEET

**Beach Drive**







**FOR TAX PURPOSES ONLY**

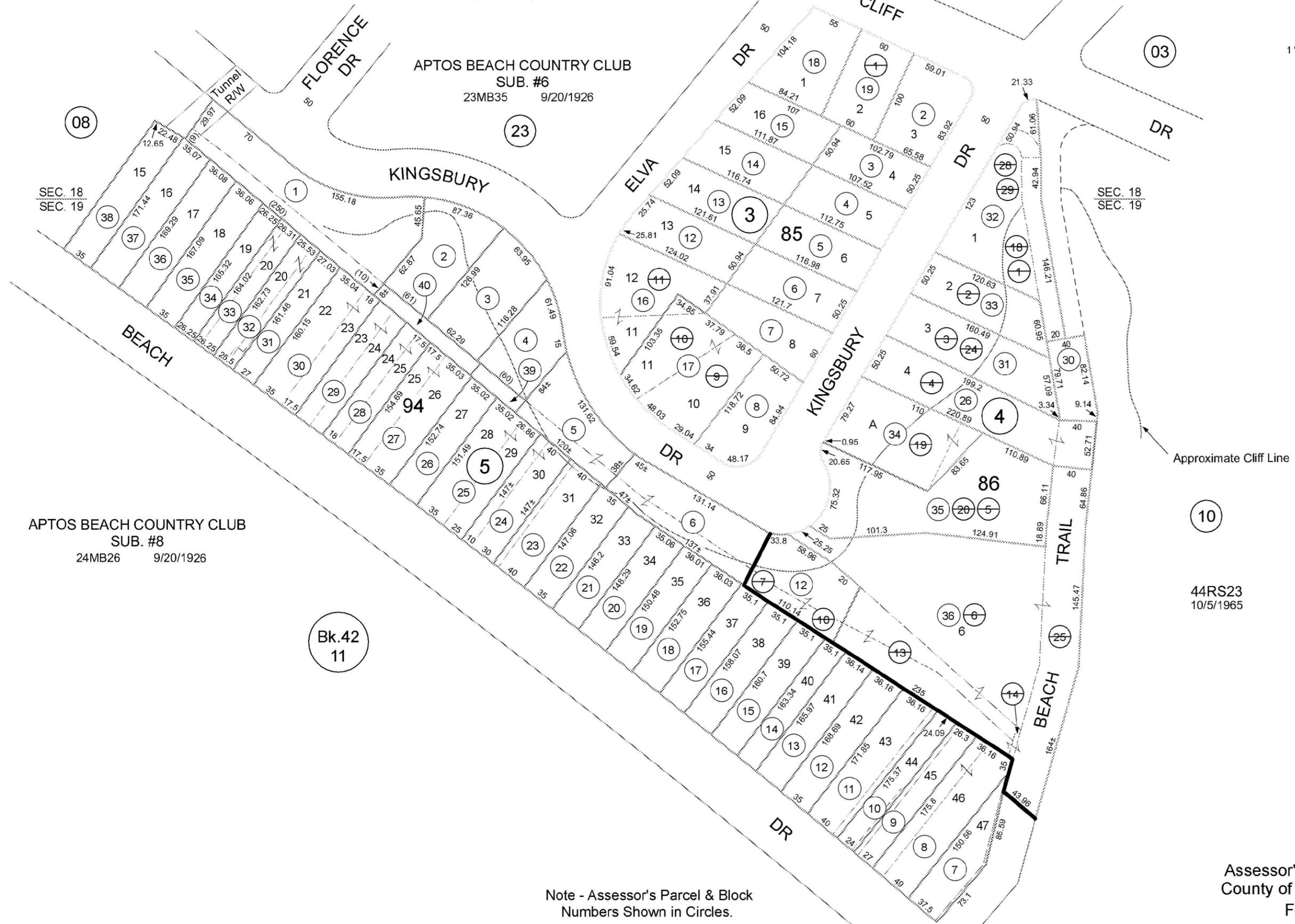
THE ASSESSOR MAKES NO GUARANTEE AS TO MAP ACCURACY NOR ASSUMES ANY LIABILITY FOR OTHER USES. NOT TO BE REPRODUCED. ALL RIGHTS RESERVED.  
© COPYRIGHT SANTA CRUZ COUNTY ASSESSOR 1999

**POR. APTOS RANCHO**  
S.E. 1/4 SEC. 18 &  
SEC. 19, T.11S., R.1E., M.D.B. & M.

Tax Area Code  
69-273

**43-09**

1" = 100'



**APTOS BEACH COUNTRY CLUB**  
SUB. #8  
24MB26 9/20/1926

**APTOS BEACH COUNTRY CLUB**  
SUB. #6  
23MB35 9/20/1926

44RS23  
10/5/1965

**Bk.42**  
11

Note - Assessor's Parcel & Block  
Numbers Shown in Circles.

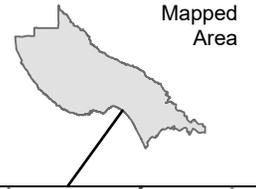
Assessor's Map No. 43-09  
County of Santa Cruz, Calif.  
Feb. 1999

Electronically Redrawn 2/10/99 nr  
Rev 2/10/99 (Por. to pg. 23) nr  
Rev 5/4/99 CB (Added MB refs)  
Rev 5/9/00 CB (Added Blk line)  
Rev 5/25/01 mvm (changed page refs.)  
Rev 12/10/02 CB (2-0066226, Sp 4-32 & 33)  
Rev 3/6/05 DD (4-0086640, lba 4-34 & 35)  
Rev 6/3/15 AR (14-0019936, comb. 4-36)



Santa Cruz County Planning Department

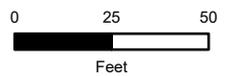
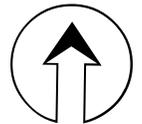
# Parcel Location Map



**Parcel: 04309519**

 Subject Parcel

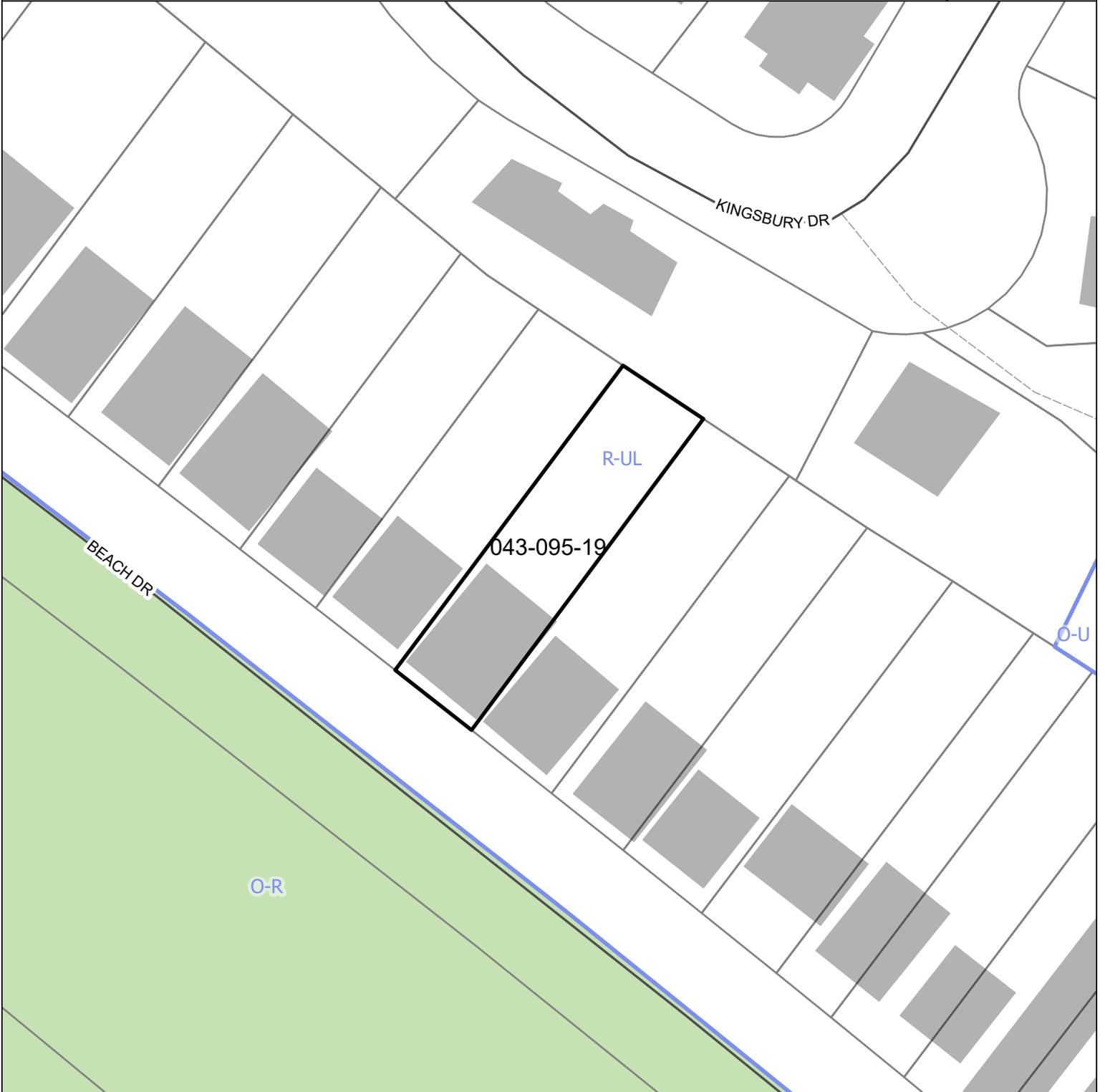
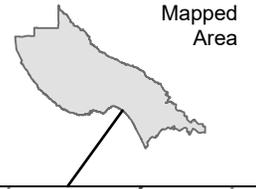
Map printed: 30 Oct. 2025



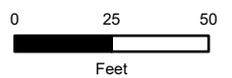
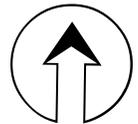


Santa Cruz County Planning Department

# Parcel General Plan Map



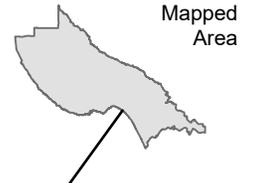
 Subject Parcel



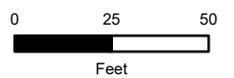
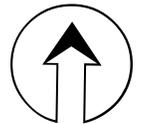


Santa Cruz County Planning Department

# Parcel Zoning Map



 Subject Parcel



Application #: 251118  
APN: 043-095-19  
Owner: David & Janice LaVelle

## Parcel Information

### Services Information

Urban/Rural Services Line:  Inside  Outside  
Water Supply: Soquel Creek Water  
Sewage Disposal: Santa Cruz Sanitation District  
Fire District: Central Fire Protection District  
Drainage District: Zone 6

### Parcel Information

Parcel Size: XX  
Existing Land Use - Parcel: XX  
Existing Land Use - Surrounding: XX  
Project Access: XX  
Planning Area: XX  
Land Use Designation: R-UL (Urban Low Density Residential)  
Zone District: R-1-6 (Single-Family Residential - 6,000 square-foot minimum)  
Coastal Zone:  Inside  Outside  
Appealable to Calif. Coastal Comm.:  Yes  No

Technical Reviews: None

### Environmental Information

Geologic Hazards: VE Flood Zone  
Fire Hazard: Not a mapped constraint  
Slopes: 0% – 50+%  
Env. Sen. Habitat: Not mapped  
Grading: No grading proposed  
Tree Removal: No trees proposed to be removed  
Scenic: Mapped resource  
Archeology: Not a mapped constraint