

## Letter of Transmittal

**Date:** October 30, 2025  
**To:** SLO County LAFCO  
**From:** Ian McCarville, Kirk Consulting  
**RE:** Cayucos Sanitary District LAFCO Annexation Submittal Package – APN 064-481-005

---

On behalf of the applicant, Josef Steinmann, please find the enclosed Annexation Application to the San Luis Obispo Local Agency Formation Commission (LAFCO) for the Steinmann Property, located on the inland side of North Ocean Avenue at the northern end of the community of Cayucos (APN 064-481-005). The request seeks annexation of approximately 9.69 acres into the Cayucos Sanitary District (CSD) to allow connection to public wastewater service for an approved residential subdivision.

### **Project Summary:**

The Board of Supervisors approved the Development Plan/Coastal Development Permit (SUB2021-00023) and Variance (C-DRC2022-00029) for the project on July 16, 2024, as adopted by Board Resolution No. 2024-183 (attached). The project authorizes a Vesting Tentative Tract Map (Tract 3164) to subdivide a 9.69-acre parcel into eight (8) single-family residential lots and one (1) open space lot, including site grading, private access roads, drainage, and utility extensions.

A variance was granted to allow limited grading (approximately 0.10 acres) on slopes exceeding 30 percent and for minor adjustments to lot width and frontage improvement requirements. Each lot will accommodate one single-family residence with architectural and height limitations (ranging from 12 to 22 feet maximum depending on lot location) consistent with the County’s Estero Area Plan and coastal visual policies.

### **Coastal Commission Appeal Determination:**

Following County approval, the project was appealed to the California Coastal Commission (CCC) by two parties (Appeal No. A-3-SLO-24-0033). On October 10, 2024, the Commission conducted a public hearing and found no substantial issue with respect to the appeal grounds under Section 30603 of the Coastal Act. The CCC formally declined to take jurisdiction over the County’s Coastal

**Vicinity Map**



Development Permit, as documented in the Notification of Final Appeal Action issued October 17, 2024. Consequently, the County's approval is final and in full effect.

**Annexation Requirement:**

**Condition of Approval No. 9** of the County's Resolution requires that:

*"At the time of application for grading or construction permits, the applicant shall provide evidence that the project site has been annexed into the Cayucos Sanitary District wastewater service area."*

**The enclosed LAFCO annexation application fulfills this condition.**

**Sanitary District Coordination**

Post-project approval, the applicant has coordinated with the CSD to design the onsite sewer system, which includes a sewer grinder pump lift station serving Lots 5–8 and a sewer line connection from Lots 5–8 to Lots 1–4, where the system ultimately ties into the public sewer line.

A Plan for Service was also requested; however, the SD indicated that it will not be provided until the later stages of the LAFCO annexation process.

In addition, the CSD is currently reviewing the Public Improvement Plans and has stated that a new Intent to Serve Letter will not be issued until their review is complete. The 2023 Intent to Serve Letter is attached as a placeholder.

**Supporting Documentation:**

This annexation submittal includes the following materials, organized consistent with LAFCO's "Change of Organization or Reorganization – Petition of Application" checklist:

1. San Luis Obispo LAFCO – Change of Organization or Reorganization Through Petition of Application – Signed
2. Annexation Legal Description and Exhibit (MBS Land Surveys, October 2025)
3. Mitigated Negative Declaration – SUB2021-00023 (July 2024)
4. Certificate of Compliance (COC) 2020-017996
5. NOFA – APPL2024-00005/APPL2024-00010/SUB2021-00023/C-DRC2022-00029
6. California Coastal Commission NOFA – A-3-SLO-24-0033
7. Cayucos Sanitary District Conditional Intent-To-Serve-Letter (October 2025)
8. Cayucos Beach Mutual Water Company Conditional Intent-To-Serve Letter (October 2025)

We appreciate LAFCO's consideration of this annexation request and look forward to coordinating with your office through the review process. If you have any questions or need further clarification, please do not hesitate to contact me.

**Cordially,**

**Ian McCarville**  
**Supervising Planner**  
**ian@kirk-consulting.net**  
**Phone: (805)461-5765**