

Findings for CHPs and MCHPs

The following are the findings required to approve a Cultural Heritage or Minor Cultural Heritage Permit. For new structures and remodels in the Architectural Overlay District, one of the following findings shall be made:

- The proposed project/use preserves and strengthens the pedestrian-orientation of the district and/or San Clemente's historic identity as a Spanish village; or
- The proposed project/use is a minor remodel and it is not practical or desirable, in this particular case, to attempt conversion to a pedestrian-orientation and/or Spanish Colonial Revival style. The proposed changes, however, improve the quality and architectural integrity of the proposed project.



For historic resources, one of the following findings shall be made:

- The City finds that the proposed modifications, alterations, or additions are sufficiently in conformance with the Secretary of the Interior's Standards for the Treatment of Historic Properties and the San Clemente Design Guidelines to substantially further the City's goals of historic preservation, or

- For resources on the City's Landmarks List, the proposed rehabilitation, restoration, preservation, or reconstruction, including modifications, alterations, or additions, are found to be in conformance with the Secretary of the Interior's Standards for the Treatment of Historic Properties and preserve to the extent feasible the character defining features.

The Secretary of the Interior's Standards for Rehabilitation

The City utilizes the Secretary of the Interior's Standards in evaluating the potential impact to historic resources.

It also is used to help guide homeowner maintenance, repair and rehabilitation. The Standards pertain to historic buildings of all materials, construction types, sizes, and occupancy.

These standards encompass the exterior and the interior, landscape features and the building's site and environment as well as attached, adjacent, or related new construction.

For more information on the Standards go to:
<http://www.nps.gov/history/hps/tps/standguide>

Images Courtesy of City of San Clemente and San Clemente Historical Society

*For information about the City of San Clemente's historic preservation program, visit the Historic Preservation Website at:
<http://san-clemente.org/sc/standard.aspx?pageid=440>
Or contact the Planning Department at 949-361-6100*



Historic Preservation



Cultural Heritage Permit



Cultural Heritage Permit

Purpose

The intent of the Cultural Heritage Permit is to provide for the review of projects affecting the City's cultural and/or historical resources. The following are some of the goals of the process:

1. Preserve and strengthen San Clemente's historic identity as a Spanish village,
2. Preserve and strengthen the pedestrian-oriented areas designated in the General Plan,
3. Preserve and protect those resources, having a special historical, cultural, or architectural interest,
4. Protect and enhance the City's attraction as a historic community to tourists and visitors, and
5. Promote the use of historic properties for the education and welfare of the people of the City.

Applicability

Your structure requires a Cultural Heritage Permit (CHP) if it is on the City's Designated Historic Resources or Landmarks List or within the Architectural Overlay District (A-Overlay). A CHP is also needed for residential sites abutting a historic property and for buildings with 3 or more units that are within 300 ft of a historic property. To verify if your project requires a Cultural Heritage Permit first consult with the City of San Clemente's Planning Department to determine the appropriate permit process.



Cultural Heritage Permit Types

The City has 3 types of Cultural Heritage Permit processes depending on the scope of the proposed project.



Cultural Heritage Permit (CHP)

A CHP is required for new structures or additions greater than 2000 square feet to commercial and mixed use structures. All new residential structures and additions of more than 200 square feet also require a CHP.

Planning staff will assist you through the review process which includes the Design Review Subcommittee and Planning Commission's final approval. This public hearing process takes approximately 4 months to complete.

Minor Cultural Heritage Permit (MCHP)

A MCHP is required for additions of less than 2000 square feet to commercial and mixed use buildings with and additions of less than 200 square feet to residential sites. All minor exterior modifications, such as, adding a window or other small design feature, also requires a Minor Cultural Heritage Permit. The application review process is similar to the CHP process with the final approval given by the Zoning Administrator. This public hearing process takes a approximately 3 months to process.

Waivers of Cultural Heritage Permits

A Staff Waiver of a Minor Cultural Heritage Permit is only applicable for projects that do not substantially alter the visual appearance or architectural integrity of the property.

Examples of minor projects include like-for-like repair and maintenance (i.e. painting, cleaning and reroofing) and the replacement of modern modifications with historically accurate and consistent replacements (i.e. replacing vinyl windows with wood windows).

These projects are typically processed over the counter and require the City Planner or other designated planner approval.



A Planning Commission or Zoning Administrator waiver of a Cultural Heritage or Minor Cultural Heritage Permits is intended for projects that are too large to be eligible for staff waivers but, because of their scale, location or nature, do not have the potential to adversely impact properties on the City's Designated Historic Resources and Landmarks Lists.

This application is reviewed by the required approval body as the next regularly scheduled meeting as a new business item which would take approximately a month to process