



# Memorandum Planning Division

July 29, 2015

To: Planning Commission, City of San Clemente  
From: Jim Pechous, City Planner  
Subject: Staff Waivers July 15, 2015 through July 28, 2015

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This memorandum provides details regarding Staff Waivers recently approved by the Planning Division.

## Analysis

Pursuant to San Clemente Municipal Code (Section 17.16.110), staff waivers may be requested for any exterior modifications, alterations, or additions requiring an Architectural/Cultural Heritage Permit or Minor Architectural/Cultural Heritage Permit. The purpose of the staff waiver is to streamline the permitting process for projects so minor in scope they do not substantially alter the visual appearance or architectural integrity of the subject property or structure.

## Conclusion

Following my review in light of the Municipal Code and the interests of the community, I have approved the requests listed on the following page. These waivers shall remain in effect unless appealed to the Planning Commission pursuant to Section 17.12.140 of the Zoning Ordinance.

## Attachments

**City of San Clemente**  
**Projects by Type and Date**  
**For the Period 7/15/2015 thru 7/28/2015**

<b>Project Number</b>	<b>Date Applied</b>	<b>Date Closed</b>	<b>Project Type</b>
<b>Project Name</b>	<b>Date Approved</b>	<b>Date Expired</b>	<b>Project Type</b>
<b>Planner</b>	<b>Status of Project</b>		<b>Comments</b>
PLN15-229	7/9/2015		SW
Peltier residence	7/15/2015	7/15/2017	(7/9/2015 12:05 PM CW)
CHRIS WRIGHT	APPROVED		A request to consider a 124 square foot addition to the front of a nonconforming single-story residence. The residence has nonconforming side yard setbacks (4'-2" and 5'-5") where six feet is required. The proposed single-story addition maintains the height and materials of the residence. The project complies with zoning requirements including setbacks. The site is in the Residential Low Density zone and Special Residential Overlay (RL-11)
PLN15-237	7/16/2015	7/20/2015	SW
Rolling Garage Gate	7/16/2015		
ADAM ATAMIAN	APPROVED		
PLN15-245	7/27/2015		SW
Finn Re-Roof	7/27/2015		(7/27/2015 11:51 AM SN)
SEAN NICHOLAS	APPROVED		Re-roof of existing garage behind the Riders Club, on same lot.
PLN15-247	7/28/2015		SW
Palizada Professional Building	7/28/2015		(7/28/2015 12:08 PM CJ)
CLIFF JONES	APPROVED		A request for new paint and to replace existing wood stairs with metal staris. The metal stairs appear like a wood staircase.

**4 Project(s) Found**

## **Project Information:**

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**Staff Waiver No.** 15-229

**Permit waived:** Minor Architectural Permit

**Project Location/Address:** 106 Calle Balboa

**Architectural Overlay District:** No

**Historic Resource:** No

**Project Description:** A request to consider a 124 square foot addition to the front of a nonconforming single-story residence. The residence has nonconforming side yard setbacks (4'-2" and 5'-5") where six feet is required. The proposed single-story addition maintains the height and materials of the residence. The project complies with zoning requirements including setbacks. The site is in the Residential Low Density zone and Special Residential Overlay (RL-11)

## **Required Findings:**

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The proposed project meets required findings for a waiver of a Minor Architectural Permit because:

1. The architectural treatment of the project complies with the San Clemente General Plan because the proposed project expands a residence in a residential zone; and
2. The architectural treatment of the project complies with the Zoning Code in areas including, but not limited to, height, setback color, etc. because the project meets development standards and the residence may remain nonconforming since the addition is smaller than 50 percent; and
3. The architectural treatment of the project complies with the architectural guidelines in the City's Design Guidelines because the materials, design, and height of the proposed addition matches the residence and the scale and mass of the project are in character with nearby residences in the neighborhood; and
4. The general appearance of the proposal is in keeping with the character of the neighborhood because the proposed scale and mass of the addition are consistent with the size and height of other single-story residences in the neighborhood; and
5. The proposal is not detrimental to the orderly and harmonious development of the City because the project must be permitted and constructed in compliance with building and safety requirements.

## **Conditions of approval:**

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1. Thirty (30) days after project approval, the owner or designee shall submit written consent to all of these imposed conditions of approval to the Community Development Director or designee. *[Citation – City Attorney Legal Directive/City Council Approval June 1, 2010]*
2. The staff waiver shall become null and void if the project is not commenced within two (2) years from the date of the approval thereof. If a building permit is required, the project is commenced on the date that a building permit is issued. If a building permit is not required, then the project is commenced on the date that the project is completed to the satisfaction of the City Planner. *[Citation - Section 17.12.150.A.1 of the SCMC]*
3. The project shall be completed in conformance with application materials approved by the City Planner and amended by any conditions. *[Citation - Section 17.12.180 of the SCMC]*

## **Project Information:**

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### **Staff Waiver No. 15-237**

**Permit waived:** Minor Architectural Permit

**Project Location/Address:** 616 S. El Camino Real

**Architectural Overlay District:** No

**Historic Resource:** No

**Project Description:** Add new rolling security gate at lower garage entrance . Gate is a metal rail design to match building railing design, painted green to match existing. Building Plans specify that gate is to remain open during business hours, and have remote access openers when closed.

## **Required Findings:**

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The proposed project meets the required findings for the Minor Architectural Permit being waived for the following reasons:

1. The architectural treatment of the project complies with the San Clemente General Plan because the design of the gate provides for the long-term quality of the property; and
2. The architectural treatment of the project complies with any applicable specific plan and the Zoning Code in areas including, but not limited to, height, setback, color, etc.; and
3. The architectural treatment of the project complies with the architectural guidelines in the City's Design Guidelines because the gate matches the existing metal railings on site and incorporates similar design treatment; and
4. The general appearance of the proposal is in keeping with the character of the neighborhood;
5. The proposal is not detrimental to the orderly and harmonious development of the City.

## **Conditions of approval:**

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1. Thirty (30) days after project approval, the owner or designee shall submit written consent to all of these imposed conditions of approval to the Community Development Director or designee. *[Citation – City Attorney Legal Directive/City Council Approval June 1, 2010]*
2. The staff waiver shall become null and void if the project is not commenced within one (1) year from the date of the approval thereof. If a building permit is required, the project is commenced on the date that a building permit is issued. If a building permit is not required, then the project is commenced on the date that the project is completed to the satisfaction of the City Planner. *[Citation - Section 17.12.150.A.1 of the SCMC]*
3. The project shall be completed in conformance with application materials approved by the City Planner and amended by any conditions. *[Citation - Section 17.12.180 of the SCMC]*
4. Prior to issuance of certificates of occupancy, the owner or designee shall demonstrate to the satisfaction of the City Planner or designee that the project has been constructed in conformance with the approved application materials and all applicable, codes, ordinances, and standards.

## **Project Information:**

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**Staff Waiver No: PLN15-245**

**Permit waived: Minor Cultural Heritage Permit**

**Project Location/Address: 1701 N El Camino Real**

**Architectural Overlay District: Yes**

**Historic Resource: No**

**Historic Landmark: No**

**Mills Act Contract: No**

**Project Description: (7/27/2015 11:51 AM SN)**

**Re-roof of existing garage behind the Riders Club, on same lot.**

## **Findings:**

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### **FOR MINOR MATERIAL/DESIGN CHANGE:**

1. The proposed project is consistent with the Design Guidelines, Centennial General Plan, Zoning Code, Specific Plan (if applicable), policy statements, and development standards, such as setbacks, height, lot coverage, etc. in that it is a like for like re-roof behind existing parapet.
2. The proposed project essentially maintains the building's design, footprint, massing, and height so it is minor in nature. The proposed project has materials, finishing, and design elements that further goals to improve the architectural integrity and appearance of buildings and enhance neighborhoods in that the site is not visible and the roof is not visible from the public right of way.
3. The proposed project is consistent with goals of the Architectural Overlay district. It meets General Plan goals and policies that promote architectural changes that incrementally moves the building into closer character with the required architectural style, in that it is behind the riders club and not visible from the street and is below the existing parapet wall.
4. The proposed project complies with the purpose and intent of the Architectural Overlay District, Section 17.56.020.

## **Conditions of approval:**

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1. Thirty (30) days after project approval, the owner or designee shall submit written consent to all of these imposed conditions of approval to the Community Development Director or designee. *[Citation – City Attorney Legal Directive/City Council Approval June 1, 2010]*
2. The staff waiver shall become null and void if the project is not commenced within one (1) year from the date of the approval thereof. If a building permit is required, the project is commenced on the date that a building permit is issued. If a building permit is not required, then the project is commenced on the date that the project is completed to the satisfaction of the City Planner. *[Citation - Section 17.12.150.A.1 of the SCMC]*

3. The project shall be completed in conformance with application materials approved by the City Planner and amended by any conditions. [*Citation - Section 17.12.180 of the SCMC*]
4. Prior to issuance of certificates of occupancy, the owner or designee shall demonstrate to the satisfaction of the City Planner or designee that the project has been constructed in conformance with the approved application materials and all applicable, codes, ordinances, and standards.
5. The roof must be like for like and no modifications to the parapet is approved that would make the roof more visible.

## **Project Information:**

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**Staff Waiver No: PLN15-247**

**Permit waived: Minor Cultural Heritage Permit**

**Project Location/Address: 429 Avenida De La Estrella**

**Architectural Overlay District: Yes**

**Historic Resource: No**

**Historic Landmark: No**

**Mills Act Contract: No**

**Project Description: (7/28/2015 12:08 PM CJ)**

**A request for new paint and to replace existing wood stairs with metal stairs. The metal stairs appear like a wood staircase.**

## **Findings:**

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### ***FOR MINOR MATERIAL/DESIGN CHANGE:***

1. The proposed project is consistent with the Design Guidelines, Centennial General Plan, Zoning Code, Specific Plan (if applicable), policy statements, and development standards, such as setbacks, height, lot coverage, etc.
2. The proposed project essentially maintains the building's design, footprint, massing, and height so it is minor in nature. The proposed project has materials, finishing, and design elements that further goals to improve the architectural integrity and appearance of buildings and enhance neighborhoods.
3. The proposed project is consistent with goals of the Architectural Overlay district. It meets General Plan goals and policies that promote architectural changes that incrementally moves the building into closer character with the required architectural style.

### ***For projects reviewed because they are in the Architectural Overlay District, the following finding shall also be made:***

1. The proposed project complies with the purpose and intent of the Architectural Overlay District, Section 17.56.020.

## **Conditions of approval:**

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1. Thirty (30) days after project approval, the owner or designee shall submit written consent to all of these imposed conditions of approval to the Community Development Director or designee. *[Citation – City Attorney Legal Directive/City Council Approval June 1, 2010]*
2. The staff waiver shall become null and void if the project is not commenced within one (1) year from the date of the approval thereof. If a building permit is required, the project is commenced on the date that a building permit is issued. If a building permit is not required, then the project is commenced on the date that the project is completed to the satisfaction of the City Planner. *[Citation - Section 17.12.150.A.1 of the SCMC]*
3. The project shall be completed in conformance with application materials approved by the City Planner and amended by any conditions. *[Citation - Section 17.12.180 of the SCMC]*