



Memorandum Planning Division

August 3, 2016

To: Planning Commission, City of San Clemente
From: Jim Pechous, City Planner
Subject: Staff Waivers September 14, 2016 through September 27, 2016

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 9/14/2016 thru 9/27/2016

Project Number	Date Applied	Date Closed	Project Type
Project Name	Date Approved	Date Expired	Project Type
Planner	Status of Project		Comments
PLN16-350	9/26/2016		SW
ReRoof	9/26/2016		(9/26/2016 8:25 AM JC)
CHRIS WRIGHT	APPROVED		A proposal to reroof an apartment building that has a wood shake roof with a autumn blend with a asphalt shake design that is a thicker shingle to replicate wood.
PLN16-351	9/26/2016		SW
ADA upgrade 1624 N ECR	9/26/2016	9/26/2017	(9/26/2016 11:33 AM CW)
CHRIS WRIGHT	APPROVED		Minor exterior change to a commercial building. A request to consider the removal of a planter area at the front entrance of a commercial building to upgrade disabled access. The landscaping area will be offset with the addition of planting in the parking lot.
PLN16-352	9/26/2016		SW
New At Grade Deck	9/26/2016		(9/26/2016 3:14 PM JC)
JOHN CIAMPA	APPROVED		New at grade deck for a house that is adjacent to a historic house. Project disgn ties in with the existing deck design at the back of the house.

3 Project(s) Found

Project Information:

Staff Waiver No: PLN16-350

Permit waived: Minor Cultural Heritage Permit

Project Location/Address: 105 S Calle Seville

Architectural Overlay District: Yes

Historic Resource: No

Historic Landmark: No

Mills Act Contract: No

Project Description: (9/26/2016 8:25 AM JC)

A proposal to reroof an apartment building that has a wood shake roof with a autumn blend with a asphalt shake design that is a thicker shingle to replicate wood.

Findings:

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.

Include #3 below if project site is within the Architectural Overlay District

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 new structures and remodels in the Architectural Overlay District, one of the following findings shall also be made:

1. 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 projects reviewed because they are in the Architectural Overlay District, the following finding shall also be made:

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

Conditions of approval:

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:

Staff Waiver No: PLN16-351

Permit waived: Minor Cultural Heritage Permit

Project Location/Address: 1624 N El Camino Real

Architectural Overlay District: Yes

Historic Resource: No

Historic Landmark: No

Mills Act Contract: No

Project Description: (9/26/2016 11:33 AM CW)

Minor exterior change to a commercial building. A request to consider the removal of a planter area at the front entrance of a commercial building to upgrade disabled access. The landscaping area will be offset with the addition of planting in the parking lot.

Findings:

FOR MINOR MATERIAL/DESIGN CHANGE:

1. The proposed project is consistent with the Design Guidelines, Centennial General Plan, Zoning Code, policy statements, and development standards, such as setbacks, height, lot coverage, etc. The project improves disabled access, maintains landscape area on-site, and makes minor exterior building changes that do not significantly alter the building's appearance.
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 improve or maintain the esthetic quality of properties, and when practical incrementally move buildings into closer character with the required architectural style. The project removes a portion of a planter area and replaces landscaping area. This project is quite minor so architectural modifications are impractical that move the building into closer character with Spanish architecture.
4. The proposed project complies with the purpose and intent of the Architectural Overlay District, Section 17.56.020.

Conditions of approval:

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. Prior to planting landscaping, plant types shall be approved by Planning staff to ensure landscaping is installed that is drought-tolerant, consistent with zoning requirements.
6. Any unmaintained building finishes in the area in which work is proposed shall be repaired to the satisfaction of the City Planner or designee.

Project Information:

Staff Waiver No: PLN16-352

Permit waived: Minor Cultural Heritage Permit

Project Location/Address: 212 W Avenida Valencia

Architectural Overlay District: No

Historic Resource: No

Historic Landmark: No

Mills Act Contract: No

Project Description: (9/26/2016 3:14 PM JC)

New at grade deck for a house that is adjacent to a historic house. Project design ties in with the existing deck design at the back of the house. The project also includes the replacement of two windows.

Findings:

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.

For projects reviewed because they are abutting or within 300 feet of an historic property, the following finding shall also be made:

1. The proposed project will not have negative visual or physical impacts upon the historic structure.

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

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

Conditions of approval:

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 SMC]*

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 SMC]*
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.