

**CITY OF SAN CLEMENTE  
MINUTES OF THE REGULAR  
ZONING ADMINISTRATOR MEETING  
JUNE 21, 2017**

**1. CALL TO ORDER**

A Regular Meeting of the City of San Clemente Zoning Administrator was called to order on June 21, 2017 at 3:00 p.m. in Conference Room C of the Community Development Department, located at 910 Calle Negocio, San Clemente, California, by Zoning Administrator (ZA) Cecilia Gallardo-Daly.

Staff Present: Cecilia Gallardo-Daly, Zoning Administrator; Kirt Coury, Contract Planner; Meredith Scott, Administrative Assistant; Lisa Acosta, Office Specialist I.

**2. MINUTES**

The minutes of the Zoning Administrator meeting of May 17, 2017 were received and filed.

**3. ORAL AND WRITTEN COMMUNICATION**

None

**4. PUBLIC HEARINGS**

**A. 120 S. El Camino Real, Minor Cultural Use Permit 16-372 – Pacific Building Patio(Coury)**

Public Hearing to consider request for exterior changes to demolish a portion of a commercial building and construct an outdoor patio at the rear facing the alley. The project is located at 120 S. El Camino Real. The site's legal description is Lots 2 and a portion of Lot 3, of Block 5, Tract 779, Assessor's Parcel Number 058-081-21.

Contract Planner Kirt Coury summarized the Staff Report.

ZA Gallardo-Daly opened the public hearing.

ZA Gallardo-Daly closed the public hearing.

ZA Gallardo-Daly asked for clarification of use of primary building. Staff stated building is a mix of retail, restaurants, and office.

ZA Gallardo-Daly asked for clarification that intended use of outdoor patio is for employees only. Staff and applicant confirmed.

ZA Gallardo-Daly confirmed Design Review Subcommittee suggested design changes have been incorporated into final design of project.

ZA Gallardo-Daly approved the project based on the following findings:  
The architecture complies with City guidelines and Zoning Standards. Exterior improvements will improve appearance of the site. Design and materials are consistent with the City guidelines for the architectural overlay. Improvements comply with development standards of the zone. Patio cover incorporates relief and articulation to the building surface and the outdoor space that fronts the alley will also encourage pedestrian use which is identified in the Downtown Paseo Plan. The project is categorically exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301 Class 1: Existing Facilities and Section 15303 Class 3: New Small Structures exemptions.

Action: The Zoning Administrator approved Minor Cultural Use Permit (MCUP) 16-372, Pacific Building Patio, with attached Resolution ZA 17-021 and conditions of approval.

**5. NEW BUSINESS**

None

**6. OLD BUSINESS**

None

**ADJOURNMENT**

The meeting adjourned at 3:20 p.m. to the next Regular Zoning Administrator meeting of July 5, 2017 at 3:00 p.m., at the Community Development Department, Conference Room A, located at 910 Calle Negocio, Suite 100, San Clemente, California.

Respectfully submitted,

SAN CLEMENTE ZONING ADMINISTRATOR

  
Cecilia Gallardo-Daly