



# Memorandum Planning Division

September 11, 2018

To: Planning Commission, City of San Clemente  
From: Sheri Vander Dussen, Interim City Planner  
Subject: Staff Waivers August 29, 2018 through September 11, 2018

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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 8/29/2018 thru 9/11/2018**

Project Number	Date Applied	Date Closed	Project Type
Project Name	Date Approved	Date Expired	Project Type
Planner	Status of Project		Comments
PLN18-555	9/4/2018		SW
Gibney 5-plex	9/4/2018	9/4/2020	The replacement of a chain-link fence with black iron decorative 42-inch high fencing in the front and side yard. The front yard of the site is visible from the street adjoining a historic residence located within 60 feet at 267 West Marquita. The fencing is 138 feet away.
CHRIS WRIGHT	APPROVED		
PLN18-559	9/6/2018		SW
Demolition of rear chimney	9/6/2018		(9/6/2018 9:45 AM JLF)
JONATHAN LIGHTFOOT	APPROVED		A request for minor exterior modifications to a single family residence abutting a historic property at the rear (219 Ave Miramar) and abutting a historic property at the front, across Ave Serra (217 Ave Serra). Previous color changes and window/door modifications were approved. This waiver is for the removal of the chimney on the rear elevation. In converting the building from a duplex to a single family residence, the 2nd chimney (which was pulling away from the structure) is no longer needed. The front elevation chimney is to remain.
PLN18-560	9/6/2018		SW
New sliding glass door; fill in window; remove p	9/6/2018		(9/6/2018 11:41 AM JLF)
JONATHAN LIGHTFOOT	APPROVED		A proposal for minor modifications to a 3 unit apartment building that is within 300 feet of several historic properties, including 312 and 314 Avenida Monterey. The project is to convert an existing window on the side (east) elevation to a patio sliding door; to fill in an existing window on the side (west) elevation; and to remove an existing pool. The modifications will not be visible from the right of way.

**3 Project(s) Found**

**Project Information:**

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**Staff Waiver No: PLN18-555**

**Permit waived:** Minor Cultural Heritage Permit

**Project Location/Address: 254 La Paloma**

**Architectural Overlay District:** No

**Historic Resource:** No

**Historic Landmark:** No

**Mills Act Contract:** No

**Project Description:** The replacement of a chain-link fence with black iron decorative 42-inch high fencing in the front and side yard. The front yard of the site is visible from the street adjoining a historic residence located within 60 feet at 267 West Marquita. The fencing is 138 feet away.

**Findings:**

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1. The architectural treatment of the project complies with the San Clemente General Plan, in that the replacement fencing improves the appearance of the street and is open to maintain visibility of the street scene; 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., in that the fence height meets requirements; and
3. The architectural treatment of the project complies with the architectural guidelines in the City's Design Guidelines, in that the replacement fencing improves the appearance of the street and is open to maintain visibility of the street scene; and
4. The general appearance of the proposal is in keeping with the character of the neighborhood, in that the replacement fencing improves the appearance of the street and is open to maintain visibility of the street scene;
5. The proposal is not detrimental to the orderly and harmonious development of the City, in that the replacement fencing improves the appearance of the street and is open to maintain visibility of the street scene.
6. The proposed project will not have negative visual or physical impacts upon the historic structure, in that the replacement fencing improves the appearance of the street and is open to maintain visibility of the street scene, and fencing is located approximately 138 feet from the site of the historic residence and is at a lower grade at the end of a cul-de-sac, so visibility of it is limited.

**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: PLN18-559**

**Permit waived:** Minor Cultural Heritage Permit

**Project Location/Address:** 218 Avenida Serra

**Architectural Overlay District:** No

**Historic Resource:** No

**Historic Landmark:** No

**Mills Act Contract:** No

**Project Description:** (9/6/2018 9:45 AM JLF)

**A request for minor exterior modifications to a single family residence abutting a historic property at the rear (219 Ave Miramar) and abutting a historic property at the front, across Ave Serra (217 Ave Serra). Previous color changes and window/door modifications were approved. This waiver is for the removal of the chimney on the rear elevation. In converting the building from a duplex to a single family residence, the 2nd chimney (which was pulling away from the structure) is no longer needed. The front elevation chimney is to remain.**

## **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.

## **Conditions of approval:**

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## **Project Information:**

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**Staff Waiver No: PLN18-560**

**Permit waived:** Minor Cultural Heritage Permit

**Project Location/Address:** 309 Avenida Monterey

**Architectural Overlay District:** No

**Historic Resource:** No

**Historic Landmark:** No

**Mills Act Contract:** No

**Project Description:** (9/6/2018 11:41 AM JLF)

**A proposal for minor modifications to a 3 unit apartment building that is within 300 feet of several historic properties, including 312 and 314 Avenida Monterey. The project is to convert an existing window on the side (east) elevation to a patio sliding door; to fill in an existing window on the side (west) elevation; and to remove an existing pool. The modifications will not be visible from the right of way.**

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