



# Memorandum Planning Division

August 14, 2019

To: Planning Commission, City of San Clemente  
From: Gabriel J. Perez, City Planner  
Subject: Staff Waivers July 31, 2019 through August 13, 2019

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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 7/31/2019 thru 8/13/2019**

<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>Comments</b>
<b>Planner</b>	<b>Status of Project</b>		
PLN19-206 Post Residence KIRT COURY	6/10/2019 8/1/2019 APPROVED		SW (6/10/2019 9:17 AM ERG) 485sqft addition to a home with a legal non-conforming front yard set back of 12ft to the garage. Additions occurring on the bottom two levels, cannot be seen from street level. Additions to match architectural style of existing home.
PLN19-275 Kelly's Doughnuts, Guichos, See's Candies aw ERIN GUY	8/1/2019 8/1/2019 APPROVED		SW (8/1/2019 5:08 PM ERG) Reaplcng three existing grey awnings with 3 black awnings to match the business on the north side of the site that have existing balck awnings.
PLN19-277 SW MCHP RE-ROOF NEAR HISTORIC BUILI KYLE WEBBER	8/2/2019 8/2/2019 APPROVED		SW
PLN19-281 Silk Residence Flagstone Entry Walkway DAVID CARRILLO	8/6/2019 8/6/2019 APPROVED		SW (8/6/2019 12:14 PM DCC) A request to restore a stone walkway in the front yard of the historic home. The stones will be installed to mimic the spacing in between stones of the original walkway.
PLN19-287 Replace Siding ERIN GUY	8/13/2019 8/13/2019 APPROVED		SW (8/13/2019 9:41 AM ERG) Remove old wood blue vertical siding and replace with "navajo beige" colored Hardie Plank Lap Siding around entire home. Home abuts a historci property.

**5 Project(s) Found**

## **Project Information:**

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**Staff Waiver No: PLN19-206**

**Permit waived:** Minor Architectural Permit

**Project Location/Address:** 1706 Avenida Salvador

**Architectural Overlay District:** No

**Historic Resource:** No

**Project Description: (6/10/2019 9:17 AM ERG)**

**485sqft addition to a home with a legal non-conforming front yard set back of 12ft to the garage. Additions occurring on the bottom two levels, cannot be seen from street level, and do not affect the legal non-conforming garage. Additions to match architectural style of existing home.**

## **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; 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; 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: PLN19-275**

**Permit waived:** Minor Architectural Permit

**Project Location/Address: 410 Camino De Estrella**

**Architectural Overlay District:** No

**Historic Resource:** No

**Project Description: (8/1/2019 5:08 PM ERG)**

**Reaplcng three existing grey awnings with 3 black awnings to match the business on the north side of the site that have existing balck awnings.**

## **Required Findings:**

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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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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:** PLN19-277

**Permit waived:** Minor Cultural Heritage Permit

**Project Location/Address:** 245 Avenida Rosa

**Architectural Overlay District:** No

**Historic Resource:** No

**Historic Landmark:** No

**Mills Act Contract:** No

**Project Description:**

**Re-roof of an existing multi-unit dwelling unit within 300 feet of two separate historical structures. The building being re-roofed is not the historic structure being modified. The re-roof work includes removing exiting rock and installing new presidential shingles—visual description provided.**

**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 involves repairs and preservation measures that are minor in nature and improve the historical integrity of neighborhoods with historic resources and landmarks.
4. The proposed project will not have negative visual or physical impacts upon the historic structure that which it is in the vicinity.

**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:** PLN19-281

**Permit waived:** Minor Cultural Heritage Permit

**Project Location/Address:** 404 Monterey Ln

**Architectural Overlay District:** No

**Historic Resource:** Yes

**Historic Landmark:** No

**Mills Act Contract:** Yes

**Project Description:**

**A request to restore a stone walkway in the front yard of the historic home. The stones will be installed to mimic the spacing in between stones of the original walkway.**

## **Findings:**

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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.
2. The proposed project 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 the historic residence and enhance the immediate neighborhood.
3. The proposed project involves repairs and preservation measures that are minor in nature and improve the historical integrity of the historic residence.
4. The City finds that the proposed alteration is in conformance with the Secretary of the Interior Standards for the Treatment of Historic Properties and the San Clemente Design Guidelines to substantially further the City's goals of historic preservation.

## **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 completion of the project, the owner or designee, shall ensure all clay tile gable vents are painted a red/terracotta clay color.

5. The space in between each stepping stone shall be maintained with decomposed granite or grass.



**Project Information:**

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**Staff Waiver No:** PLN19-287

**Permit waived:** Minor Cultural Heritage Permit

**Project Location/Address:**

**Architectural Overlay District:** No

**Historic Resource:** No

**Historic Landmark:** No

**Mills Act Contract:** No

**Project Description:** (8/13/2019 9:41 AM ERG)

Remove old wood blue vertical siding and replace with "navajo beige" colored vertical Hardie Plank Lap Siding around entire home. Home abuts a Historic Property.

**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 will not have negative visual or physical impacts upon the historic structure.

**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 Staff Waiver, including color and material choices cited in the Staff Waiver. *[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.