



Memorandum Planning Division

November 13, 2019

To: Planning Commission, City of San Clemente
From: Gabriel J. Perez, City Planner
Subject: Staff Waivers October 30, 2019 through November 12, 2019

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 10/30/2019 thru 11/12/2019

Project Number	Date Applied	Date Closed	
Project Name	Date Approved	Date Expired	Project Type
Planner	Status of Project		Comments
PLN19-282	8/7/2019		SW
Simonmed Equipment Enclosure	11/5/2019		
DAVID CARRILLO	APPROVED		
PLN19-413	11/5/2019		SW
Reef Gate window and patio door changeouts	11/5/2019		(11/5/2019 2:47 PM JLF)
JONATHAN LIGHTFOOT	APPROVED		The Reef Gate community is adjacent to Casa Romantica. The HOA and architectural committee has established guidelines for window and patio door changeouts. A variety of individual waivers have been approved in the past. The intent of this waiver is to serve as a "master approval" for any window/patio changeouts that meet the established criteria.
PLN19-426	11/8/2019		SW
Repair garage roof on historic SFR	11/8/2019		
STEPHANIE ROXAS	APPROVED		

3 Project(s) Found

Project Information:

Staff Waiver No: PLN19-282

Permit waived: Minor Architectural Permit

Project Location/Address: 635 Camino De Los Mares 101

Architectural Overlay District: No

Historic Resource: No

Project Description: A request to consider a new metal chiller enclosure in the planter area along Calle Agua with vertical landscaping along all sides of the enclosure, except the gate access side which faces the parking lot. The enclosure is 6 feet high and finished in black. The chiller enclosure will accommodate a medical imaging office.

Required Findings:

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 accessory structures and enhance neighborhoods.
3. The architectural treatment of the project complies with the San Clemente General Plan; and
4. 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
5. The architectural treatment of the project complies with the architectural guidelines in the City's Design Guidelines; and
6. The general appearance of the proposal is in keeping with the character of the neighborhood;
7. The proposal is not detrimental to the orderly and harmonious development of the City.

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. Vertical landscaping shall be installed along all sides of the enclosure, except the gate access side which faces the parking lot.
6. The proposed vertical landscaping shall screen the identified sides of the enclosure from top to bottom.
7. To prevent rusting, the enclosure shall be appropriately treated and regularly maintained.
8. In the event that the medical imaging office vacates the premises and no longer occupies the enclosure and chiller equipment, the owner, applicant, or designee, shall remove the enclosure, chiller equipment, and concrete slab, and shall provide landscaping on the area previously occupied by the concrete slab.

Project Information:

Staff Waiver No: PLN19-413

Permit waived: Minor Cultural Heritage Permit

Project Location/Address: 423 Avenida Granada

Architectural Overlay District: Yes

Historic Resource: No

Historic Landmark: No

Mills Act Contract: No

Project Description: (11/5/2019 2:47 PM JLF)

The Reef Gate community is adjacent to Casa Romantica. The HOA and architectural committee has established guidelines for window and patio door changeouts. A variety of individual waivers have been approved in the past. The intent of this waiver is to serve as a "master approval" for any window/patio changeouts that meet the established criteria.

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.
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.

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: PLN19-426

Permit waived: Minor Cultural Heritage Permit

Project Location/Address: 224 Avenida Aragon

Architectural Overlay District: No

Historic Resource: Yes

Historic Landmark: No

Mills Act Contract: Yes

Project Description:

A request to re-roof the garage of a historic single-family residence. Existing historic tiles will be removed, stored, and reused following completion of the repair work.

Findings:

1. The proposed project involves repairs and preservation measures that are minor in nature and improve the historical integrity of historic resources and landmarks.
2. The City finds that the proposed modifications, alterations, or additions are sufficiently 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.
3. For resources on the City's Landmarks List, the proposed rehabilitation, restoration, preservation, or reconstruction, including modifications, alterations, or additions, are found to be in conformance with the Secretary of the Interior Standards for the Treatment of Historic Properties and preserve to the extent feasible the character defining features.

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. Two-piece clay tile roofing shall be used with booster tiles on the edges and ridges and mortar packing to match the provided. They shall also be packed on 100 percent of the tiles in the first two rows of tiles and along any rake and ridgeline, and shall be packed on at least 75 percent of the tiles on the remaining field to match existing context. Mortar packing shall serve as bird stops at the roof edges. The volume of mortar pack to achieve the appropriate thickness shall

be equivalent to a 6 inch diameter sphere of mortar applied to each tile. Booster tiles are required on the rakes and ridges.

PRIOR TO COMMENCING WORK:

5. Existing tiles shall be preserved and reused. Any broken tiles shall be replaced by a comparable clay tile.
6. A photo showing a side by side of an existing tile and a proposed new tile shall be provided to Planning for review and approval prior to installation of the new tiles.

PRIOR TO FINAL BUILDING INSPECTION:

7. Prior to finaling the building permit, 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. A final inspection is required by the Planning Division.