



# Memorandum Planning Division

February 26, 2020

To: Planning Commission, City of San Clemente  
From: Gabriel J. Perez, City Planner  
Subject: Staff Waivers February 11, 2020 through February 25, 2020

---

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 2/11/2020 thru 2/25/2020**

<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>		
PLN20-045	2/6/2020		SW
Various property repairs identified in CECE201	2/18/2020		(2/6/2020 11:03 AM JLF)
JONATHAN LIGHTFOOT	APPROVED		Proposed repairs to a multifamily historic property to address an existing code compliance case which was opened to to the property being in disrepair Repairs include: - Replacing window sashes - Termite inspection - Exploratory structural evaluation including the temporary removal of stucco  (2/18/2020 8:12 AM JLF) See I:\cd\Planning\secure\Historic Preservation\HISTORIC PROPERTIES\MIRAMAR\MIRAMAR215\SW 20-045 - 215 Miramar Repairs for photos of before and after.

**1 Project(s) Found**

## **Project Information:**

---

**Staff Waiver No: SW 20-045**

**Permit waived:** Minor Cultural Heritage Permit

**Project Location/Address: 215 Avenida Miramar**

**Architectural Overlay District:** No

**Historic Resource:** Yes

**Historic Landmark:** No

**Mills Act Contract:** No

**Project Description: (2/6/2020 11:03 AM JLF)**

**Proposed repairs to a multifamily historic property to address an existing code compliance case which was opened to to the property being in disrepair Repairs include:**

- Replacing window sashes
- Termite inspection
- Exploratory structural evaluation including the temporary removal of stucco

## **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 involves repairs and preservation measures that are minor in nature and improve the historical integrity of historic resources and landmarks.

## **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 closure of **CE 2019-0921**, the owner or designee shall demonstrate to the satisfaction of the City Planner or designee that the project repairs have been constructed in conformance with the approved application materials and all applicable, codes, ordinances, and standards.
5. The applicant shall provide before and after photos of the areas of work.
6. If the termite inspection reveals the presence of termites, the recommended actions of the Wood Destroying Organism Report (WDO) shall be taken by the property owner to ensure removal of the termites.
7. Windows shall be repaired where possible. Where repair is infeasible, the applicant shall replace with wood windows to be reviewed and approved by the Planning Division prior to installation.
8. There appears to be cracking and some buckling of walls. A structural engineer's assessment is required. The engineer's report shall be provided to the Planning Division. The applicant shall follow the recommendations of the report to ensure structural stability of the building.