

**MINUTES OF THE REGULAR MEETING  
OF THE CITY OF SAN CLEMENTE  
PLANNING COMMISSION  
July 22, 2020 @ 7:00 p.m.  
Teleconference Only via  
[www.san-clemente.org/live](http://www.san-clemente.org/live) or Cox Channel 854**

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**CALL TO ORDER**

Chair Ruehlin called the Regular Meeting of the Planning Commission of the City of San Clemente to order at 7:00 p.m. The meeting was offered teleconference only due to the COVID-19 Pandemic, and available to the public via live stream from the City's YouTube Channel or live on Cox Channel 854.

**2. PLEDGE OF ALLEGIANCE**

Commissioner Crandell led the Pledge of Allegiance.

**3. ROLL CALL**

Commissioners Present: Donald Brown, Barton Crandell, Chris Kuczynski; Chair pro tem Zhen Wu, Vice Chair Michael Blackwell, Chair Jim Ruehlin (All Planning Commissioners participated via teleconference)

Commissioners Absent: None

Staff Present: \*Gabriel J. Perez, City Planner  
\*Kyle Webber, Community Development Technician  
\*Jonathan Lightfoot, Associate Planner  
\*Zachary Ponsen, Senior Civil Engineer  
\*Matthew Richardson, Assistant City Attorney  
\*Eileen White, Recording Secretary

\*Participated in meeting via teleconference

**4. SPECIAL ORDERS OF BUSINESS**

None

**5. MINUTES**

A. Minutes from the Planning Commission Regular Meeting of July 8, 2020

IT WAS MOVED BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER KUCZYNSKI AND UNANIMOUSLY CARRIED TO APPROVE THE MINUTES OF THE PLANNING COMMISSION REGULAR MEETING OF JULY 8, 2020, AS SUBMITTED.

**6. ORAL AND WRITTEN COMMUNICATION**

None

**7. CONSENT CALENDAR**

None

**8. PUBLIC HEARING****A. 1020 Calle Recodo – Conditional Use Permit 20-124/Special Activities Permit 20-164 – San Clemente Christian School (Webber)**

A request to consider a K-8 grade school in the Rancho San Clemente Business Park. The 23,600 square foot building currently has a B-occupancy, and the applicant proposes to change it to an E-occupancy. The proposed school would serve approximately 20 students per classroom, for a total of 180 students at one time and 13 employees. Proposed hours of operation are 7:30 am to 5:00 pm, Monday through Friday.

Kyle Webber, Community Development Technician, narrated a PowerPoint Presentation entitled, "San Clemente Christian School, CUP 20-124," dated July 22, 2020. An Errata dated July 22, 2020, was distributed to the Commissioners. Copies of the Presentation and Errata are on file in Planning Division.

Chair Ruehlin opened the public hearing.

City Planner Perez read aloud letters from the public.

In summary, residents/neighboring businesses owners Randall Roskamp, Steve Schuler, Matthew Miller, Robert DePalma, and Nancy Majerick, representing the Rancho San Clemente Board of Directors, opposed the proposed project, citing negative impacts including increased traffic and congestion, lack of existing parking, physical safety of children in an industrial setting, slope maintenance and environmental hazards, incompatibility with adjacent uses, and a request to continue the item to a future date.

Letters of support were received from residents/public declining to give their city of residence Lisa Weld, Tiffany Morehead, Lani Wilson, Brock Stryker, Melissa Shehan, Tracy Allen, and Theresa Matarazzo, on behalf of Heritage Christian Fellowship, endorsing the project due to its existing popularity, stellar reputation, and benefit to the community.

Chair Ruehlin closed the public hearing.

During the ensuing discussion, the Commissioners, either individually or in agreement, provided the following commentary:

- Suggested the project be required to provide fencing of the children’s play area for safety reasons.
- Requested revision of Condition 7.18 to require a reduction of maximum students in the event negative impacts ensue.
- Stated it was a good use for the space as it is permitted, approved by the City’s Traffic Engineer, and similar to other uses in the Business Park.
- Following discussion regarding confirmation of the number of students on site on any given day, the Commission elected to condition the project to require the school to record daily counts, which will be made available to City officials/Code Enforcement on demand.
- Suggested a staff review in 12 months to ensure parking and traffic issues are not negatively impacting surrounding businesses.

IT WAS MOVED BY CHAIR RUEHLIN, SECONDED BY COMMISSIONER CRANDELL, AND UNANIMOUSLY CARRIED TO ADOPT RESOLUTION NO. PC 20-017, A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT 20-124, AND SPECIAL ACTIVITIES PERMIT 20-164, FOR SAN CLEMENTE CHRISTIAN SCHOOL TO ESTABLISH A NEW PRIVATE SCHOOL AT 1020 CALLE RECODO.

Revised as follows:

1. Adopt the Errata in its entirety.
2. Revise Condition no. 7.18 following “increasing the number of staff...drop off cycle” insert “reducing the number of students on site at any time,”
3. Staff will further condition the project to a) require installation of a minimum 6-foot fence along the back and side of property near the building, b) require the school to keep record of and provide on demand the daily number of attendees, and c) require a staff review of the project 12 months from its opening date.

**[DECISION FINAL. SUBJECT TO APPEAL OR CALL UP BY COUNCIL.]**

**9. NEW BUSINESS**

None

**10. OLD BUSINESS**

None

**11. REPORTS OF COMMISSIONERS AND STAFF**

- A. Tentative Future Agenda
- B. The Joint Council/Commissions/Committees meeting scheduled to be held Tuesday, September 29, 2020 has been postponed due to COVID-19.
- C. Miramar Rehabilitation Project – Historic Preservation Memorandum

Jonathan Lightfoot, Economic Development Officer, summarized the staff report. He described the proposed uses for the two structures, provided an update in the renovation process, and discussed the rehabilitation, including the necessary demolition and reconstruction work, at the bowling alley. The Historic Structures Report completed in 2013 determined that the former bowling alley had been severely damaged by mold, wood rot, and extensive deterioration due to its vacant status for 3 decades. Original architectural details were salvaged as much as possible and will be incorporated into the new build. The building retains its Historical Structure local status due to its location and association. The adjacent Miramar Theater building retains its original structural integrity and will not require the same intensity of material removal and replacement.

**12. ADJOURNMENT**

IT WAS MOVED BY COMMISSIONER BROWN, SECONDED BY VICE CHAIR BLACKWELL, AND UNANIMOUSLY CARRIED TO ADJOURN AT 9:00 P.M. TO THE ADJOURNED REGULAR STUDY SESSION OF THE PLANNING COMMISSION TO BE HELD ON AUGUST 5, 2020, AT 5:00 P.M. THE REGULAR MEETING WILL BEGIN AT 7:00 P.M. TELECONFERENCE ONLY AND AVAILABLE TO THE PUBLIC VIA LIVE STREAM FROM THE CITY'S YOUTUBE CHANNEL OR LIVE ON COX CHANNEL 854.

Respectfully submitted,

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Jim Ruehlin, Chairman

Attest:

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Gabriel J. Perez, City Planner