



**AGENDA FOR THE REGULAR MEETING
OF THE ZONING ADMINISTRATOR FOR THE
CITY OF SAN CLEMENTE**

**Thursday, December 17, 2020
3:00 p.m.**

**THIS ZONING ADMINISTRATOR MEETING WILL BE CONDUCTED VIA
TELECONFERENCE.**

**Public Participation in Zoning Administrator Meetings During Coronavirus
Pandemic**

To help prevent the spread of the coronavirus, this meeting will be held via teleconference pursuant to the Governor's Executive Orders N-25-20 and N-29-20.

How to View the Meeting:

Citizens are invited to view the meeting via live stream from the City's YouTube channel at www.san-clemente.org/live.

How to Submit Comments to the Zoning Administrator:

The public is invited to provide comments to the Zoning Administrator concerning items appearing on the Committee meeting agendas, as well as issues not appearing on the agenda during Oral Communications. Members of the public are requested to submit their comments by completing the Public Comment Submittal portal available from the City's website at www.san-clemente.org/ZAPublicComment. Users of the on-line portal must indicate whether they wish their comments to be read aloud at the Zoning Administrator meeting, or forwarded to Committee members via email. All comments become part of the public record. Comments to be read at the meetings are limited to a maximum of three minutes per speaker per item and will only be read if they are received prior to the commencement of the item to which the comment pertains. Comments received after deliberations begin will not be read at the meeting, but will be email to Committee members after the meeting.

MISSION STATEMENT

The City of San Clemente, in partnership with the community we serve, will foster a tradition dedicated to:

Maintaining a safe, healthy atmosphere in which to live, work and play;

Guiding development to ensure responsible growth while preserving and enhancing our village character, unique environment and natural amenities;

Providing for the City's long-term stability through promotion of economic vitality and diversity;

Resulting in a balanced community committed to protecting what is valued today while meeting tomorrow's needs.

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such a modification from the Community Development Department at (949)361-6100. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

Written material distributed to the Zoning Administrator after the original agenda packet was distributed is available for public inspection in the Community Development Department, located at 910 Calle Negocio, San Clemente, CA during normal business hours.

1. CALL TO ORDER

2. MINUTES

- A. [Receive and file minutes of the Zoning Administrator meeting of November 19, 2020.](#)

3. ORAL AND WRITTEN COMMUNICATION

Members of the audience may address the Zoning Administrator on any item within the jurisdiction of the Zoning Administrator that is not on the Zoning Administrator agenda. Speakers can submit their comments on agenda items to the Zoning Administrator electronically. Material may be emailed to www.san-clemente.org/ZAPublicComment. Transmittal by 12:00 p.m. on Zoning Administrator meeting days is recommended. The Zoning Administrator is not permitted to discuss or take action on items that do not appear on the agenda.

**4. PUBLIC HEARING – Time limitation for applicants: 10 minutes.
All other speakers: 3 minutes.**

The Public Hearing process includes a staff presentation, a presentation by the applicant not to exceed ten (10) minutes, and public testimony not to exceed three (3) minutes per speaker. Following closure of the Public Hearing, the Zoning Administrator will respond to questions raised during the hearing, discuss the issues, and act upon the matter by motion.

- A. [209 East El Portal – Tentative Parcel Map 20-015 – El Portal Sharos Condominium Subdivision](#) (Carrillo)

A request to consider a duplex condominium subdivision to allow for individual ownership of two dwelling units. The subject site is located at 209 East El Portal in the Residential Medium (RM) Zoning District.

Staff recommends that the project be found Categorical Exempt from CEQA pursuant to State CEQA Guidelines Section 15315 (Class 15: Minor Land Divisions).

B. 211 East El Portal – Tentative Parcel Map 20-014 – El Portal Sharos Condominium Subdivision (Carrillo)

A request to consider a duplex condominium subdivision to allow for individual ownership of two dwelling units. The subject site is located at 211 East El Portal in the Residential Medium (RM) Zoning District.

Staff recommends that the project be found Categorical Exempt from CEQA pursuant to State CEQA Guidelines Section 15315 (Class 15: Minor Land Divisions).

5. NEW BUSINESS

None

6. OLD BUSINESS

None

7. ADJOURNMENT

The next Regular Meeting of the Zoning Administrator will be held on Thursday, January 21, 2021 at 3:00 p.m. via teleconference as the January 7, 2021 Zoning Administrator meeting has been cancelled due to a lack of business.