



Memorandum Planning Division

January 13, 2021

To: Planning Commission, City of San Clemente
From: Gabriel J. Perez, City Planner
Subject: Staff Waivers November 20, 2020 through January 12, 2021

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 11/20/2020 thru 1/12/2021

Project Number	Date Applied	Date Closed	Project Type
Project Name	Date Approved	Date Expired	Project Type
Planner	Status of Project		Comments
PLN20-349	11/12/2020		SW
Ave Princesa SW MAP	12/8/2020		(11/4/2020 10:15 AM STR)
KATIE CROCKETT	APPROVED		Staff Waiver of a Minor Architectural Permit for a 470 sq. ft. addition to a nonconforming single-family residence. See attached email for more info.
PLN20-368	11/20/2020		SW
161 Marquita	11/20/2020	11/20/2021	(11/20/2020 3:46 PM CW)
CHRIS WRIGHT	APPROVED		A request to consider repairs and minor changes that improve the architectural integrity of a historic structure that include: 1) restore and repair stucco, roof, original windows, crawlspace vent covers, trim, and garage door; 2) restore and install decorative shielded traditional style light sconces, 3) install wrought-iron railings required by the building code, 4) install native shrubs along the base of the street facing elevations, 5) replace non-original windows with traditional wood windows that are true divided light to match preexisting windows, 6) install decorative tiles on stairway risers, and 7) install door to garage where original door was located.
PLN20-379	11/6/2020		SW
Window Replacement	12/2/2020		
DAVID CARRILLO	APPROVED		

3 Project(s) Found

Project Information:

Staff Waiver No: PLN 20-349

Permit waived: Minor Architectural Permit

Project Location/Address: 212 AVENIDA PRINCESA

Architectural Overlay District: No

Historic Resource: No

Project Description:

A 470 sq. ft. addition to a nonconforming single-family residence, originally constructed in 1953. Existing residence is 943 square feet, single-story, with a detached garage (approx.. 400 square feet) in the rear. The existing residence is nonconforming at the front right (southeasterly) corner, where the setback is approximately 5 feet-5 inches where 6 feet is required. The proposed addition is less than 50 percent of the existing residence, is under 500 square feet, and does not increase the height of the existing structure. The proposed addition is to the rear of the house.

Required Findings:

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:

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: PLN20-368

Permit waived: Minor Cultural Heritage Permit

Project Location/Address: 161 W MARQUITA

Architectural Overlay District: /No

Historic Resource: Yes

Historic Landmark: No

Mills Act Contract: No

Project Description: (11/20/2020 3:46 PM CW) A request to consider repairs and minor changes that improve the architectural integrity of a historic structure that include: 1) restore and repair stucco, roof, original windows, crawlspace vent covers, trim, and garage door; 2) restore and install decorative shielded traditional style light sconces, 3) install wrought-iron railings required by the building code, 4) install native shrubs along the base of the street facing elevations, 5) replace non-original windows with traditional wood windows that are true divided light to match preexisting windows, 6) install decorative tiles on stairway risers, and 7) install door to garage where original door was located.

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., in that the project improves the architectural and historical integrity of the historic structure by restoring finishes, materials, and an access door that was removed, installing traditional details that are minor in nature and improve the architectural integrity of the structure.
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, in that the project improves the architectural and historical integrity of the historic structure by restoring finishes, materials, and an access door that was removed, installing traditional details that are minor in nature and improve the architectural integrity of the structure.

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 installation, the owner or designee shall obtain approval of planning staff of proposed materials.
5. Prior to final inspection, the owner or designee shall install drought-tolerant shrubs along the base of the building on street facing elevations to the discretion and approval of the City Planner or designee.
6. 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: PLN20-379

Permit waived: Minor Cultural Heritage Permit

Project Location/Address: 423 AVENIDA GRANADA 63

Architectural Overlay District: Yes

Historic Resource: No

Historic Landmark: No

Mills Act Contract: No

Project Description: A request to replace incompatible windows with retrofit vinyl windows that match existing windows throughout a multi-family building abutting the Casa Romantica. The new windows are dark bronze in color to match existing.

Findings:

1. The proposed project is consistent with the Design Guidelines, Centennial General Plan, Zoning Code, Pier Bowl Specific Plan, 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.
4. The proposed project will not have negative visual or physical impacts upon the historic structure.

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. 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.