

These minutes were approved by the Zoning Administrator 12/23/2020

**CITY OF SAN CLEMENTE
MINUTES OF THE REGULAR MEETING
OF THE ZONING ADMINISTRATOR
DECEMBER 17, 2020
Teleconference Only via
www.san-clemente.org/live**

1. CALL TO ORDER

Zoning Administrator Perez called the Regular Meeting of the City of San Clemente Zoning Administrator to order on December 17, 2020 at 3:00 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.

Staff Present: *Cecilia Gallardo-Daly, Zoning Administrator
 *David Carrillo, Assistant Planner

 *Participated in meeting via teleconference

2. MINUTES

- A. The minutes of the Zoning Administrator meeting of November 19, 2020 were received and filed.

3. ORAL AND WRITTEN COMMUNICATION

None

4. PUBLIC HEARING

- A. **209 East El Portal – Tentative Parcel Map 2019-182 (PLN20-015) – 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.

David Carrillo, Associate Planner, summarized the staff report, and noted he has not received any public comment regarding this project.

Viktor Meum, T.O.A.L. Engineering, was present and available for questions.

ZA Gallardo-Daly opened the public hearing, and there being no public comment received to this item, closed the public hearing.

ZA Gallardo-Daly stated she reviewed the staff report, tentative map, findings, conditions of approval, and visited the site.

ZA Gallardo-Daly approved Tentative Parcel Map 2019-182 (PLN20-015) based on the following findings: The project is limited to subdividing the lot's airspace to allow for separate ownership of two future condominium units and does not have any potential environmental impacts. There are conditions of approval that require Covenants, Conditions, and Restrictions (CC&R's) that would establish maintenance responsibilities over common areas, including parking, landscape, private easements, and drainages. The proposal complies with the Municipal Code, building, health, and safety codes, and any other applicable regulations and policies.

The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15315 (Class 15: Minor Land Divisions).

Action: The Zoning Administrator approved and adopted Resolution ZA 20-029, Tentative Parcel Map 2019-182 (PLN20-015), El Portal Sharos Condominium Subdivision, subject to the Conditions of Approval.

B. 211 East El Portal – Tentative Parcel Map 2019-183 (PLN20-014) – 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.

David Carrillo, Associate Planner, summarized the staff report, and noted he has not received any public comment regarding this project.

Viktor Meum, T.O.A.L. Engineering, was present and available for questions.

ZA Gallardo-Daly opened the public hearing, and there being no public comment received to this item, closed the public hearing.

ZA Gallardo-Daly stated she reviewed the staff report, tentative map, findings, conditions of approval, and visited the site.

ZA Gallardo-Daly approved Tentative Parcel Map 2019-183 (PLN20-014) based on the following findings: The project is limited to subdividing the lot's airspace to allow for separate ownership of two future condominium units and does not have any potential environmental impacts. There are conditions of approval that require Covenants, Conditions, and Restrictions (CC&R's) that would establish maintenance responsibilities over common areas, including parking, landscape, private easements, and drainages. The proposal complies with the Municipal

Code, building, health, and safety codes, and any other applicable regulations and policies.

The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15315 (Class 15: Minor Land Divisions).

Action: The Zoning Administrator approved and adopted Resolution ZA 20-028, Tentative Parcel Map 2019-183 (PLN20-014), El Portal Sharos Condominium Subdivision, subject to the Conditions of Approval.

5. **NEW BUSINESS**

None

6. **OLD BUSINESS**

None

7. **ADJOURNMENT**

The meeting adjourned at 3:11 p.m. to the Regular Meeting of the Zoning Administrator which will be held Thursday, January 21, 2021 at 3:00 p.m. via teleconference.

Respectfully submitted,

SAN CLEMENTE ZONING ADMINISTRATOR



Cecilia Gallardo-Daly, Zoning Administrator