

These minutes will be considered for approval by the Zoning Administrator 2/18/2021

**CITY OF SAN CLEMENTE  
MINUTES OF THE REGULAR MEETING  
OF THE ZONING ADMINISTRATOR  
FEBRUARY 4, 2021  
Teleconference Only via  
[www.san-clemente.org/live](http://www.san-clemente.org/live)**

**1. CALL TO ORDER**

Zoning Administrator Gallardo-Daly called the Regular Meeting of the City of San Clemente Zoning Administrator to order on February 4, 2021 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  
                                  \*Kyle Webber, Community Development Technician  
  
                                  \*Participated in meeting via teleconference

**2. MINUTES**

- A. The minutes of the Zoning Administrator meeting of January 21, 2021 were received and filed.

**3. ORAL AND WRITTEN COMMUNICATION**

ZA Gallardo-Daly read a public comment into the record which is on file with the Community Development Department.

Pablo Marquez, email dated February 4, 2021.

**4. PUBLIC HEARING**

- A. **212 South Calle Seville – Amendment to Cultural Heritage Permit 20-353 – Wolter Remodel** (Webber)

A request to consider an amendment to Cultural Heritage Permit 19-370 proposing new architectural features and design for a project previously approved as a 2nd story addition and remodel to an existing legal non-conforming residential building in the RH-CZ zone abutting a historic property.

Kyle Webber, Community Development Technician, summarized the staff report. Staff stated he received one verbal comment from the San Clemente Historical Society in support of the proposed project.

ZA Gallardo-Daly asked staff to confirm 1) whether the proposed property requires California Coastal Commission review and/or permit, 2) if there are any modifications to the existing approved Minor Exception Permit or sidewalk waiver, and 3) if the City's landscape consultant has reviewed and approved the preliminary landscape plans.

Staff confirmed that the proposed property, while in the Coastal Zone, does not require review or permit from the California Coastal Commission as this property is in the exclusion order area. There are no revisions to the existing approved minor exception or sidewalk waiver. The landscape proposed is compliant with the coverage standards for multi-family dwelling units and has been approved by the City's landscape consultant.

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 Minor Architectural Permit 20-228 based on the following findings: The architectural treatment of the project complies with the San Clemente General Plan and Coastal Land Use Plan. The proposed amendments to the project still provide high quality design. The project will not have a negative visual or physical impact to the historic resource on the adjacent property. The architectural treatment of the project complies with the requirements of the Zoning Code. The proposed addition and remodel meets the development standards other than the exceptions requested to maintain the non-conforming rear and side yard setbacks. The project does not exceed the height limit of the zone or the lot coverage allowed in the zone. The proposed material colors are consistent with the Design Guidelines, including the white stucco walls and red clay tiles. The architectural treatment of the project complies with the architectural guidelines in the City's Design Guidelines. The project proposes red clay tile roof, smooth white stucco, fiberglass clad window with horizontal divided lites, awnings, and exposed wood structural members. The scale, mass, form, setbacks, and materials are compatible with adjacent structures and in character with the pattern of development in the neighborhood. There are two- and three-story single-family and multi-family residential buildings in the neighborhood, within the same block and side of the street. The mass, density, and scale are consistent with the purpose and intent of the Residential High Density zoning district. The maximum lot coverage and height are below the limits of the zoning district. The project integrates indoor/outdoor spaces, pedestrian access, and landscape improvements consistent with Urban Design Element, which encourages patios and outdoor spaces. The general appearance of the proposal is in keeping with the character of the neighborhood. The proposed project transitions well from the Residential Medium zoned neighborhood to the north and east into the Residential High Zone at this site.

The proposal will not be detrimental to the orderly and harmonious development of the City. The project will be required to meet the requirements of the California Building Code and the Orange County Fire Authority regulations. The project maintains the use of the property as a duplex. The project plans for drought tolerant, non-invasive landscaping. The proposed building has a high quality architecture consistent with the City's guidelines for Spanish Colonial Revival design. The project sensitively steps back the massing from the front elevation that abuts the historic residence. The development will reflect the context of the historic structure without obstructing views of the historic structure from public right-of-way. The project provides a landscape plan to soften the appearance from the street. The project was reviewed by the City's Design Review Subcommittee, which serves as the City's Cultural Heritage Subcommittee, which assessed that the project's scale and location are compatible with the neighborhood and would not impact the nearby historic property.

The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301 (Class 1: Existing Facilities).

Action: The Zoning Administrator approved and adopted Resolution ZA 21-002, Amendment to Cultural Heritage Permit 20-353, Wolter Remodel, subject to the Conditions of Approval.

5. **NEW BUSINESS**

None

6. **OLD BUSINESS**

None

7. **ADJOURNMENT**

The meeting adjourned at 3:19 p.m. to the Regular Meeting of the Zoning Administrator which will be held Thursday, February 18, 2021 at 3:00 p.m. via teleconference.

Respectfully submitted,

SAN CLEMENTE ZONING ADMINISTRATOR

---

Cecilia Gallardo-Daly, Zoning Administrator

DRAFT