

These minutes were approved by the Zoning Administrator 2/22/2021

**CITY OF SAN CLEMENTE
MINUTES OF THE REGULAR MEETING
OF THE ZONING ADMINISTRATOR
FEBRUARY 18, 2021
Teleconference Only via
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 18, 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
 *Katie Crockett, Associate Planner

 *Participated in meeting via teleconference

2. MINUTES

- A. The minutes of the Zoning Administrator meeting of February 4, 2021 were received and filed.

3. ORAL AND WRITTEN COMMUNICATION

None

4. PUBLIC HEARING

- A. **2316 South El Camino Real – Minor Architectural Permit 20-307 – La Ventura Fences and Gates** (Crockett)

A request to consider the addition of fences, walls, and gates to enclose the La Ventura Event Center site for security purposes.

Katie Crockett, Associate Planner, summarized the staff report.

Don Kappauf, applicant, and Gary Wiggle, architect, were present and available for questions.

Don Kappauf asked for clarification of the Conditions of Approval regarding the landscaping on Avenida San Gabriel.

Staff explained the new landscaping should be consistent with what was previously approved, and modified landscape plans will need to be submitted for review.

Gary Wiggle stated the front gate is decorative and consistent with the style of architecture required. The gate is telescoping and electric with the motor hidden behind an architectural piece, and is not visible. The south gate to the other property will be clad with finished wood and matches the wood of the doors on La Ventura, and will be an ideal photo op area.

ZA Gallardo-Daly opened the public hearing.

City staff read a public comment into the record which is on file with the Community Development Department.

Pablo Marquez, email received 2/4/2021.

ZA Gallardo-Daly 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 20-307 based on the following findings: The architectural treatment of the project complies with the San Clemente General Plan. The proposed fences and gates are for the purpose of securing the site to avoid loitering and property destruction. This is consistent with Land Use Policies in the General Plan which require maintenance of commercial areas and require commercial projects abutting residential neighborhoods be designed and operated to protect residents from effects of the commercial use. The proposed walls and fences are smooth white stucco, and wrought iron, which complement the architectural design and site and are traditional materials for walls and fences in the SCR vernacular. The architectural treatment of the project complies with the Zoning Ordinance. The six-foot height is a typical maximum wall or fence height for walls or fences not within a front setback. The location of the project allows for unobstructed views of traffic to and from driveways. The proposed project complies with the purpose and intent of the Zone, which is to help provide for an open street scene to allow the primary structures on a street to be visible and to contribute to the visual character of the neighborhood. The architectural treatment of the project complies with the architectural guidelines in the City's Design Guidelines. Because the project is in a Gateway Area, Spanish Colonial Revival architecture is required. The proposed fences, walls, and gates comply with City's Design Guidelines by utilizing materials such as stucco, wood, and wrought iron, which are traditional materials in the SCR vernacular. The general appearance of the proposal is in keeping with the character of the neighborhood. The surrounding area on El Camino Real consists of mostly single-story commercial buildings with

surface parking lots. The proposed fences and gates do not significantly impact the street scene of El Camino Real or Avenida San Gabriel. The fences and gates consist of open black wrought iron, keeping the street scene open in appearance. Securing of the site will additionally enable the property owner to maintain the property and protect the property from trespassing and loitering. The proposal is not detrimental to the orderly and harmonious development of the City. A condition of approval is included requiring the vehicle gates to remain open during events to ensure the gates proposed do not act as a deterrent to parking in the business parking lot when events are held. The project has been reviewed by the Engineering Department and Utilities to ensure the placement of gates and fences do not impact circulation into or out of the site or affect site distance requirements at driveways. The proposed vehicular gate at the main entry from El Camino Real is equipped with sensors which automatically open the gate to allow vehicles to pass through to ensure vehicles do not need to back out into the intersection on El Camino Real if they mistakenly pull into the driveway while the gate is closed.

The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15303 (Class 3: New Construction or Conversion of Small Structures).

Action: The Zoning Administrator approved and adopted Resolution ZA 21-003, Minor Architectural Permit 20-307, La Ventura Fences and Gates subject to the Conditions of Approval with the following modifications:

- Condition 4.21: Add sentence that reads "The applicant shall submit to the Planning Division a landscape plan subject to the approval of the Community Development Director".
- Condition 7.20: Staff to identify which gates will remain open during events.

5. **NEW BUSINESS**

None

6. **OLD BUSINESS**

None

7. **ADJOURNMENT**

The meeting adjourned at 3:25 p.m. to the Regular Meeting of the Zoning Administrator which will be held Thursday, March 4, 2021 at 3:00 p.m. via teleconference.

Respectfully submitted,

SAN CLEMENTE ZONING ADMINISTRATOR



Cecilia Gallardo-Daly, Zoning Administrator