

**MINUTES OF THE REGULAR MEETING  
OF THE CITY OF SAN CLEMENTE  
PLANNING COMMISSION  
March 3, 2021 @ 7:00 p.m.  
Teleconference Only via  
www.san-clemente.org/live or Cox Channel 854**

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**CALL TO ORDER**

Chair Ruehlin called the Regular Meeting of the Planning Commission of the City of San Clemente to order at 7:04 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 or live on Cox Channel 854.

**2. PLEDGE OF ALLEGIANCE**

Commissioner Crandell led the Pledge of Allegiance.

**3. ROLL CALL**

Commissioners Present: Donald Brown, Barton Crandell, Chris Kuczynski; Chair pro tem Zhen Wu, Vice Chair Michael Blackwell, Chair Jim Ruehlin (All Planning Commissioners participated via teleconference)

Commissioners Absent: None

Staff Present: \*Gabriel J. Perez, City Planner  
\*Jennifer Savage, Senior Planner  
\*Matthew Richardson, Assistant City Attorney  
\*Eileen White, Recording Secretary

\*Participated in meeting via teleconference

**4. SPECIAL ORDERS OF BUSINESS**

None

**5. MINUTES**

A. Minutes from the Planning Commission Regular Meeting of February 17, 2021

IT WAS MOVED BY COMMISSIONER BROWN, SECONDED BY VICE CHAIR BLACKWELL AND UNANIMOUSLY CARRIED TO APPROVE THE MINUTES OF THE PLANNING COMMISSION REGULAR MEETING OF FEBRUARY 17, 2021, as submitted.

**6. ORAL AND WRITTEN COMMUNICATION**

None

**7. CONSENT CALENDAR**

None

**8. PUBLIC HEARING****A. Zoning Amendment PLN19-032 – Inclusionary Housing Program and In-Lieu Fee Update (Savage)**

A request to consider the analysis and update of the City's Inclusionary Housing Program and Inclusionary Housing In-Lieu fee. The project includes consideration of the number of inclusionary (affordable) housing units required in residential developments involving six or more units; the required inclusionary (affordable) housing income level; and the method to calculate the inclusionary housing in-lieu fee. The project includes amending Zoning Ordinance Section 17.24.120 Inclusionary Housing Requirements to be consistent with the Housing Element and any Inclusionary Housing Program modifications adopted with this project.

Jennifer Savage, Senior Planner, narrated a PowerPoint Presentation entitled, "Inclusionary Housing Program" dated March 3, 2021. A copy of the Presentation is on file in Planning Division. She suggested minor revisions to the Resolution and Exhibits. Julie Cooper and Darin Smith, Economic Planning Systems, Inc. (EPS) were also present to answer questions.

Chair Ruehlin opened the public hearing.

Gabriel J. Perez, City Planner, read aloud letters from residents/the public the City received March 2 and March 3, 2021. Denise Fleury (San Clemente Affordable Housing Coalition "SCAHC"); Deana Gullo; Rev. Bill Barman (SCAHC); Elizabeth Hinds; Kathy Esfahani (SCAHC); Sarah Spinuzzi (SCAHC); Anna Davis (SCAHC); and Bill Kreutinger; San Clemente residents, opposed the staff recommended proposal and recommended an Inclusionary Housing Requirement of 15% designated affordable housing or an In-lieu fee of \$10.00 to \$15.00 per square foot, for a total of \$10,000 - \$15,000 per unit. In addition, Rona Henry (Welcoming Neighbors Home Initiative); Rev. Kent Doss; Chris Collins and Diane Nied (League of Women Voters, Orange County); Susan Eberhardt; Kimberly Adams and Michelle Murphy (OC United Way); Cesar Covarrubias (The Kennedy Commission); residents from nearby cities, opposed the staff recommended proposal for the same reasons listed above. Mark McGuire, resident, opposed the proposed In-lieu fee, as it is much higher than prior fees and questioned the assumption that the commercial/retail aspect of projects "more than pay for the cost," of that component.

There being no further testimony, Chair Ruehlin closed the public hearing.

During the ensuing discussion, the Commissioners, either individually or in agreement, provided the following commentary:

- Established from staff that the Annual Inclusionary Housing Assessment, which had consistently been performed in the past but was suspended due to staff shortages, will be starting back up again.
- Commented that going from \$1.67 to \$7.36 as recommended by staff was a hefty increase; suggested reassessment of the fees in two years/periodically and consideration of reducing parking requirements in an effort to increase the number of units.
- Supported the staff proposal as reasonable increase and approach.
- Commended Senior Planner Savage and Consultants Cooper and Smith for their hard work, thorough and informative staff report, and reasonable approach to the issues.
- Expressed concern that going forward it will be difficult to amass fees or build affordable units as the amount of land available for purchase/building is scarce and limited to small-sized lots.
- Supported requiring the building of affordable units, rather than allowing developers to pay the in-lieu fee, when the number of units proposed reaches or exceeds an established threshold.

IT WAS MOVED BY COMMISSIONER BROWN, SECONDED BY CHAIR PRO TEM WU AND UNANIMOUSLY CARRIED TO ADOPT RESOLUTION NO. PC 21-006, A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN CLEMENTE, CALIFORNIA, RECOMMENDING AMENDMENTS TO THE CITY'S ZONING ORDINANCE SECTION 17.24.120 INCLUSIONARY HOUSING AND THE CITY'S DEVELOPMENT PROCESSING FEE SCHEDULE.

Amended as follows:

Throughout the Resolution, pages 11, 13 & 14, replace "\$7.63" with "\$7.36"

Page 21, 5<sup>th</sup> paragraph from the bottom, 1<sup>st</sup> sentence, replace "Three Options" with "Four Options".

Add a section to the resolution to read: The Planning Commission recommends that the Inclusionary Housing Program is updated as recommended in the Inclusionary Housing Program Update report prepared by Economic & Planning Systems.

**[ACTION SUBJECT TO CITY COUNCIL APPROVAL.]**

**9. NEW BUSINESS**

None


**11. REPORTS OF COMMISSIONERS AND STAFF**

- A. Tentative Future Agenda
- B. Zoning Administrator Minutes of February 4, 2021
- C. Zoning Administrator Minutes of February 18, 2021
- D. Staff Waiver Memo and Reports

**12. ADJOURNMENT**

IT WAS MOVED BY COMMISSIONER BROWN, SECONDED BY COMMISSIONER KUCZYNSKI, AND UNANIMOUSLY CARRIED TO ADJOURN AT 8:46 P.M. TO THE ADJOURNED REGULAR MEETING TO BE HELD ON APRIL 7, 2021, AT 6:00 P.M. VIA TELECONFERENCE ONLY AND AVAILABLE TO THE PUBLIC VIA LIVE STREAM FROM THE CITY'S YOUTUBE CHANNEL OR LIVE ON COX CHANNEL 854.

Respectfully submitted,

  
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Jim Ruehlh, Chairman

Attest:

  
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Gabriel J. Perez, City Planner