



**AGENDA FOR THE REGULAR MEETING OF THE
PLANNING COMMISSION FOR THE
CITY OF SAN CLEMENTE, CALIFORNIA**

**Wednesday, July 21, 2021
7:00 p.m.**

**THIS PLANNING COMMISSION MEETING WILL BE CONDUCTED VIA
TELECONFERENCE.**

Public Participation in Planning Commission Meetings During Coronavirus Pandemic

To help prevent the spread of the coronavirus, this meeting will be held via teleconference pursuant to the Governor's Executive Orders N-25-20 and N-29-20. All votes taken during this teleconference meeting will be by roll call vote, and the vote will be publicly reported.

How to View the Meeting:

Citizens are invited to view the meeting via live stream from the City's YouTube channel at www.san-clemente.org/live.

How to Submit Comments to the Planning Commission:

The public is invited to provide comments to the Planning Commission concerning items appearing on the Committee meeting agendas, as well as issues not appearing on the agenda during Oral Communications. Members of the public are requested to submit their comments by completing the Public Comment Submittal portal available from the City's website at www.san-clemente.org/PCPublicComment. Users of the on-line portal must indicate whether they wish their comments to be read aloud at the Planning Commission meeting, or forwarded to Commissioners via email. All comments become part of the public record. Comments to be read at the meetings are limited to a maximum of three minutes per speaker per item and will only be read if they are received prior to the commencement of the item to which the comment pertains. Comments received after deliberations begin will not be read at the meeting, but will be email to Committee members after the meeting.

MISSION STATEMENT

The City of San Clemente, in partnership with the community we serve, will foster a tradition dedicated to:

Maintaining a safe, healthy atmosphere in which to live, work and play;

Guiding development to ensure responsible growth while preserving and enhancing our village character, unique environment and natural amenities;

Providing for the City's long-term stability through promotion of economic vitality and diversity.

Resulting in a balanced community committed to protecting what is valued today while meeting tomorrow's needs.

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such a modification from the Community Development Department at (949)361-6184. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

Written material distributed to the Planning Commission after the original agenda packet was distributed is available for public inspection in the Community Development Department, located at 910 Calle Negocio, San Clemente, CA during normal business hours.

To allow staff adequate time to confirm software compatibility, individuals wishing to utilize electronic visual aids to supplement their oral presentations at the meeting, must submit the electronic files to the City Planner by no later than 12:00 noon on the day of the meeting. Only compatible electronic formats will be permitted to be used on City audio/visual computer equipment. Staff makes no guarantee that such material will be compatible, but will use its best efforts to accommodate the request.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. SPECIAL ORDER OF BUSINESS/SPECIAL PRESENTATION

None

5. MINUTES

A. [Minutes from the Adjourned Regular Planning Commission meeting of July 7, 2021.](#)

6. ORAL AND WRITTEN COMMUNICATION

Members of the audience may address the Commission on matters of public interest which pertain to the City and are not otherwise on the agenda. Speakers can submit their comments on agenda items to the Planning Commission electronically. Material may be emailed to www.san-clemente.org/PCPublicComment. Transmittal by 3:00 p.m. on Planning Commission meeting days is recommended. The Planning Commission is not permitted to discuss or take action on items that do not appear on the agenda.

7. CONSENT CALENDAR

All items listed on the Consent Calendar are considered to be routine and will be enacted by one motion without discussion unless Planning Commission, staff, or the public requests removal of an item for separate discussion and action.

A. Housing Vacancy Rate Certification Fiscal Year 2021-2022 (Wright)

A request to certify the annual housing vacancy rate to determine allowances for conversion of apartments to condominiums in Fiscal Year 2021-2022.

Staff recommends that the project be found Categorical Exempt from the California Environmental Quality Act (CEQA) according to State CEQA Guidelines Section 15378 and Section 15061(b)(3).

**8. PUBLIC HEARINGS - Time limitation for applicants: 10 minutes.
All other speakers: 3 minutes.**

The Public Hearing process includes a staff presentation, a presentation by the applicant not to exceed ten (10) minutes, and public testimony not to exceed three (3) minutes per speaker. Following closure of the Public Hearing, the Planning Commission will respond to questions raised during the hearing, discuss the issues, and act upon the matter by motion.

A. 1011 Buena Vista – Cultural Heritage Permit 20-378 – Ashabi Addition
(Crockett)

A request for a 570 square-foot addition and remodel to a nonconforming multi-family residence as well as a modification to an existing nonconforming detached garage structure within 300 feet of a historic structure on the Coastal Bluff.

Staff recommends that the project be found Categorical Exempt from CEQA pursuant to State CEQA Guidelines 15301 (Class 1: Existing Facilities).

9. NEW BUSINESS

A. Zoning Lookup Tool and Ongoing City Development Web App Demonstration (Webber)

Staff will provide a demonstration to the Planning Commission of a working web app that offers concise and comprehensive zoning and land use information for individual parcels. A combined effort between Planning Staff and the City’s GIS Specialist, the Zoning Lookup Tool intends to be a public-friendly resource reducing the need to inspect the Municipal Code for basic development standards, policies, and required discretionary permits.

10. OLD BUSINESS

None

11. REPORTS OF COMMISSIONERS AND STAFF

- A. [Tentative Future Agenda](#)
- B. [Staff Waiver Memo and Reports](#)

12. ADJOURNMENT

The next Regular Meetings of the Study Session and Planning Commission will be held on August 4, 2021 at 6:00 p.m. via teleconference.