

**MINUTES OF THE ADJOURNED REGULAR MEETING
OF THE CITY OF SAN CLEMENTE
PLANNING COMMISSION
July 7, 2021 @ 6:00 p.m.
Teleconference Only via
www.san-clemente.org/live or Cox Channel 854**

CALL TO ORDER

Commissioner Crandell called the Adjourned Regular Meeting of the Planning Commission of the City of San Clemente to order at 6:03 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 McKhann led the Pledge of Allegiance.

3. ROLL CALL

Commissioners Present: M. Steven Camp, Cameron Cosgrove, Gary P. McCaughan, M.D., Karen Prescott-Loeffler; Chair pro tem Scott McKhann, Vice Chair Hannah M. Tyler, Chair Barton Crandell. (All Planning Commissioners participated via teleconference)

Commissioners Absent: None

Staff Present: *Cecilia Gallardo-Daly, Community Development Director
*Kyle Webber, Assistant Planner
*David Carrillo, Assistant Planner
*Matthew Richardson, Assistant City Attorney
*Eileen White, Recording Secretary

*Participated in meeting via teleconference

New and Returning Commissioners provided brief biographies including career highlights, community involvement and individual goals.

4. SPECIAL ORDERS OF BUSINESS

A. Selection of Planning Commission Chair, Vice-Chair, and Chair Pro Tem

Commissioner McKhann nominated Commissioner Crandell and Commissioner Tyler to serve as Chair and Vice Chair. Commissioner Prescott-Loeffler seconded the nominations. There were no other nominations and Commissioner Crandell and Commissioner Tyler were elected to serve as Chair and Vice Chair, respectively, on a unanimous vote.

Vice Chair Tyler nominated Commissioner McKhann to serve as Chair pro tem and Commissioner Cosgrove seconded the nomination. There were no other nominations and Commissioner McKhann was elected to serve as Chair pro tem on a unanimous vote.

B. Selection of Design Review Subcommittee Members

Select three members to serve on the Design Review Subcommittee, which meets the second and fourth Wednesday of each month at 4:00 p.m.

Chair Crandell nominated Chair Crandell, Commissioner Camp, and Chair pro tem McKhann to serve as the Design Review Subcommittee (DRSC) and Commissioner McCaughan seconded the nomination. Chair Crandell, Commissioner Camp and Chair pro tem McKhann were elected to serve on the DRSC on a unanimous vote.

5. MINUTES

A. Minutes from the Planning Commission Adjourned Regular Meeting of June 16, 2021

Commissioner Prescott-Loeffler, Commissioner Cosgrove, and Vice Chair Tyler announced that they had viewed the video of the Adjourned Regular Meeting of June 16, 2021, and were prepared to take action on the minutes. Chair Crandell was present for the subject meeting.

IT WAS MOVED BY COMMISSIONER PRESCOTT-LOEFFLER, SECONDED BY CHAIR CRANDELL AND CARRIED 4-0-3, WITH COMMISSIONER MCCAUGHAN, COMMISSIONER CAMP AND CHAIR PRO TEM MCKHANN ABSTAINING, TO APPROVE THE MINUTES OF THE PLANNING COMMISSION REGULAR MEETING OF JUNE 16, 2021, as submitted.

B. Minutes from the Special Planning Commission Meeting of June 22, 2021

IT WAS MOVED BY COMMISSIONER MCCAUGHAN, SECONDED BY COMMISSIONER CAMP AND CARRIED 5-0-2, WITH COMMISSIONER PRESCOTT-LOEFFLER AND VICE CHAIR TYLER ABSTAINING, TO APPROVE THE MINUTES OF THE PLANNING COMMISSION SPECIAL MEETING OF JUNE 22, 2021, as submitted.

6. ORAL AND WRITTEN COMMUNICATION

None

7. CONSENT CALENDAR

None

8. PUBLIC HEARING

A. 111 West Avenida Palizada – Conditional Use Permit 21-001 – Inka Mama’s (Webber)

A request to consider the sale and on-site consumption of beer, wine, and distilled spirits in conjunction with a full-service restaurant. The restaurant previously operated at Talega Village Center holding a Type 47 license and proposes to relocate to Old City Plaza within Suite 303. Business hours are proposed on weekdays from 11:00 a.m. to 9:00 p.m., and weekends from 11:00 a.m. to 10:00 p.m. Project also includes major interior remodel of existing unit space.

Kyle Webber, Assistant Planner, narrated a PowerPoint Presentation entitled, “Inka Mama’s, Full Alcohol, CUP 21-001, dated July 7, 2021.” A copy of the Presentation is on file in Planning Division.

Chair Crandell opened the public hearing, and there being no public testimony, closed the public hearing.

IT WAS MOVED BY COMMISSIONER MCCAUGHAN, SECONDED BY VICE CHAIR TYLER, AND UNANIMOUSLY CARRIED TO ADOPT RESOLUTION NO. PC 21-012 A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT 21-001, INKA MAMA’S FULL ALCOHOL, A REQUEST TO ALLOW FULL ALCOHOL SERVICE FOR ON-SITE CONSUMPTION IN DOORS AT A RESTAURANT LOCATED AT 111 W. AVENIDA PALIZADA, STE. 303.

[DECISION FINAL. SUBJECT TO APPEAL OR CALL UP BY COUNCIL.]

B. 127 Avenida Miramar – Conditional Use Permit 20-009 – Miramar Off-Site Parking Agreement (Carrillo)

A request to establish off-site parking agreements between a parking lot at 127 Avenida Miramar, and businesses within 300 feet of the subject parking lot, including tenants in Old City Plaza located at 111 West Avenida Palizada. The agreements would allow businesses to use off-site parking spaces at 127 Avenida Miramar to comply with City parking requirements.

David Carrillo, Assistant Planner, narrated a PowerPoint Presentation entitled, “Miramar Off-Site Parking Agreements, CUP 20-009, dated July 7, 2021.” A copy of the Presentation is on file in Planning Division.

Chair Crandell opened the public hearing.

Cecilia Gallardo-Daly, Community Development Director, reported that the writer of an email regarding this matter requested the email not be read

aloud during the Planning Commission meeting, but instead delivered to City Council.

Chair Crandell closed the public hearing.

Discussion ensued regarding potential to require the applicant to provide low level lighting for the parking lot. Staff advised addition of lighting would be a separate application, and the Commission agreed on the need for public comment in the event lighting was proposed. The Commission also discussed potential to condition the project to have staff review and report at regular intervals and/or when new parking agreements are made for the site, but concluded the lack of problems/issues on the site in its history do not indicate the scrutiny is warranted. The Commission requested staff keep an eye out for complaints related to safety and use of the lot, and if any complaints arise that the complaints are addressed and reviewed by staff, including review by Code Compliance and Orange County Sheriff's Department.

IT WAS MOVED BY CHAIR CRANDELL, SECONDED BY COMMISSIONER PRESCOTT-LOEFFLER, AND UNANIMOUSLY CARRIED TO ADOPT RESOLUTION NO. PC 21-011, A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT 20-009, MIRAMAR OFF-SITE PARKING AGREEMENTS, TO ALLOW OFF-SITE PARKING AGREEMENTS BETWEEN A PARKING LOT AT 127 AVENIDA MIRAMAR AND BUSINESSES WITHIN 300 FEET OF THE SUBJECT PARKING LOT, INCLUDING TENANTS IN OLD CITY PLAZA LOCATED AT 111 WEST AVENIDA PALIZADA.

[DECISION FINAL. SUBJECT TO APPEAL OR CALL UP BY COUNCIL.]

9. NEW BUSINESS

None

10. OLD BUSINESS

None

11. REPORTS OF COMMISSIONERS AND STAFF

- A. [Tentative Future Agenda](#)
- B. [Zoning Administrator Minutes of June 17, 2021](#)
- C. [Staff Waiver Memo and Reports](#)

Cecilia Gallardo-Daly, Community Development Director, announced that at their Study Session of July 21, 2021, the Commission will be provided with an overview of the City's regulations and policies, including specific plans and ordinances.

Matthew Richardson, Assistant City Attorney, will also be providing additional information on the Brown Act and Robert's Rules of Order.

12. ADJOURNMENT

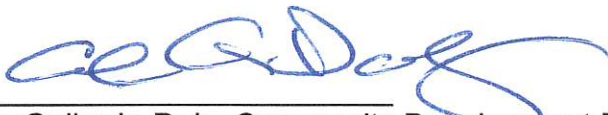
IT WAS MOVED BY COMMISSIONER MCCAUGHAN, SECONDED BY CHAIR PRO TEM MCKHANN, AND UNANIMOUSLY CARRIED TO ADJOURN AT 7:28 P.M. TO THE NEXT REGULAR MEETINGS TO BE HELD ON JULY 21, 2021, AT 6:00 P.M. VIA TELECONFERENCE ONLY AND AVAILABLE TO THE PUBLIC VIA LIVE STREAM FROM THE CITY'S YOUTUBE CHANNEL OR LIVE ON COX CHANNEL 854.

Respectfully submitted,



Barton Crandell, Chairman

Attest:



Cecilia Gallardo-Daly, Community Development Director