

**MINUTES OF THE REGULAR MEETING
OF THE CITY OF SAN CLEMENTE
PLANNING COMMISSION
August 4, 2021 @ 7:00 p.m.
Teleconference Only via
www.san-clemente.org/live or Cox Channel 854**

CALL TO ORDER

Commissioner Crandell called the Regular Meeting of the Planning Commission of the City of San Clemente to order at 7:00 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 or live on Cox Channel 854.

2. PLEDGE OF ALLEGIANCE

Commissioner Cosgrove 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
*Adam Atamian, Deputy Director of Community Development
*Stephanie Roxas, Senior Planner
*Kyle Webber, Assistant Planner
*Matthew Richardson, Assistant City Attorney

*Participated in meeting via teleconference

4. SPECIAL ORDERS OF BUSINESS

None

5. MINUTES

A. Minutes from the Planning Commission Study Session of July 21, 2021

IT WAS MOVED BY COMMISSIONER PRESCOTT-LOEFFLER, SECONDED BY COMMISSIONER MCCAUGHAN AND UNANIMOUSLY CARRIED TO APPROVE THE MINUTES OF THE PLANNING COMMISSION STUDY SESSION OF JULY 21, 2021, as submitted.

B. Minutes from the Planning Commission Regular Meeting of July 21, 2021

IT WAS MOVED BY COMMISSIONER PRESCOTT-LOEFFLER, SECONDED BY COMMISSIONER CAMP AND CARRIED 6-0-1, WITH COMMISSIONER MCCAUGHAN ABSTAINING, TO APPROVE THE MINUTES OF THE PLANNING COMMISSION REGULAR MEETING OF JULY 21, 2021, as submitted.

6. **ORAL AND WRITTEN COMMUNICATION**

None

7. **CONSENT CALENDAR**

None

8. **PUBLIC HEARING**

A. Zoning Amendment 21-118 – Zoning Clean Up Amendment (Webber)

A request to forward a recommendation to the City Council on a City-initiated amendment to the Municipal Code Title 17 (Zoning) to correct and clarify text, and reverse unintended changes included in an ordinance adopted on December 15, 2020 that included definitions and use requirement updates. No substantive amendments are proposed. The City Council will be the decision authority for this item at an upcoming public hearing.

Kyle Webber, Assistant Planner, narrated a PowerPoint Presentation entitled, "Planning Commission Zoning Cleanup Amendment 21-118, dated August 4, 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 COMMISSIONER PRESCOTT-LOEFFLER, AND UNANIMOUSLY CARRIED TO ADOPT RESOLUTION NO. A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN CLEMENTE, CALIFORNIA, RECOMMENDING THE CITY COUNCIL APPROVE AND ADOPT AN ORDINANCE AMENDING THE CITY OF SAN CLEMENTE MUNICIPAL CODE TITLE 17, ZONING TO UPDATE ERRONEOUS PERMITTED USE TABLE PLACEMENT AND DEFINITIONS FOR CONSISTENCY WITH THE GENERAL PLAN AND STATE AND FEDERAL LAW.

[ACTION SUBJECT TO CITY COUNCIL APPROVAL.]

9. NEW BUSINESS

A. Interpretation 21-182 – Elks Overnight RV Parking (Roxas)

The San Clemente Elks Lodge, located at 1505 N El Camino Real, requests a Planning Commission interpretation determining that overnight RV parking is a function of clubs and social organizations.

Stephanie Roxas, Senior Planner, narrated a PowerPoint Presentation entitled, "Elks Overnight RV Parking Planning Commission Interpretation, dated August 4, 2021." A copy of the Presentation is on file in the Planning Division.

Beth Apodaca, representing the Elks Lodge, described the practice of allowing members from other Elks clubs to park their RV's for limited amounts of time in the Elks parking lot. The practice is common amongst Elks Lodges and generates a modest income stream. The Lodge has been at this location since 1958. She stated the practice was brought to light due to issues with nearby homeless encampments/illegally parked RV's.

In response to Commissioner questions, Senior Planner Roxas clarified that "club/social organization" uses require a Conditional Use Permit (CUP) in all mixed use and commercial zones. To add an ancillary use such as overnight RV parking, it must be explicitly allowed by the CUP, or an applicant may request a an interpretation.

Chair Crandell opened the public hearing.

Senior Planner Roxas read aloud a letter from Don Brown, former Planning Commissioner, in support of allowing the Interpretation as it requires detailed and stringent compliance to requirements designed to curtail miss-use and prevent precedent setting. An additional letter was submitted to be presented for City Council review.

Chair Crandell closed the public hearing.

Comments/Suggestions:

- Expressed concerns that the existing parking lot is not designed to support RV parking (i.e., no striped RV parking stalls, no water/electric hook-ups for RVs, etc.).
- "Clubs/social organizations" are not defined in the Zoning Ordinance and generally discussed there is not enough guidance in the Zoning Ordinance to make a Code interpretation for this request.
- More information regarding risks, hazards, and safety issues needs to be evaluated before supporting overnight RV parking as an ancillary use.

- Discussed the Citywide implications of supporting the Interpretation as it would apply to all other "club/social organization" uses in the City.
- Suggested requiring a CUP would be the best vehicle for developing a path to allow this use; the CUP would provide an opportunity for mitigating impacts.
- The property is located in a mixed-use zone and the Elks do not currently pay any bed taxes to the City.
- Discussed that an amendment to the Zoning Code to define clubs/social organizations and their permitted ancillary uses should be considered in the future as a means to address this issue.
- Suggested City Council has the authority to provide a path for consideration of this request within the proper context.

IT WAS MOVED BY COMMISSIONER PRESCOTT-LOEFFLER SECONDED BY CHAIR PRO TEM MCKHANN, AND UNANIMOUSLY CARRIED TO DETERMINE THAT OVERNIGHT PARKING IS NOT AN ANCILLARY USE AND FUNCTION OF CLUBS AND SOCIAL ORGANIZATIONS.

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

10. OLD BUSINESS

None

11. REPORTS OF COMMISSIONERS AND STAFF

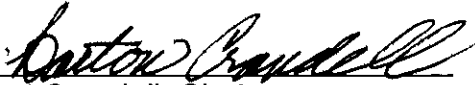
- A. Tentative Future Agenda
- B. Zoning Administrator Minutes of July 22, 2021
- C. Staff Waiver Memo and Reports

Cecilia Gallardo-Daly, Community Development Director, announced that Adam Atamian, current Code Compliance Manager, has been elevated to Deputy Director of Community Development. Within that role, he will also act as the Acting City Planner and Planning Commission Secretary. She will continue to monitor and be involved in the Planning Commission meetings.

12. ADJOURNMENT

IT WAS MOVED BY COMMISSIONER PRESCOTT-LOEFFLER, SECONDED BY COMMISSIONER MCCAUGHAN, AND UNANIMOUSLY CARRIED TO ADJOURN AT 8:35 P.M. TO THE REGULAR MEETINGS TO BE HELD ON AUGUST 18, 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,



Bart Crandell, Chairman

Attest:



Cecilia Gallardo-Daly, Community Development Director