

**CITY OF SAN CLEMENTE  
MINUTES OF THE REGULAR MEETING  
OF THE ZONING ADMINISTRATOR  
APRIL 7, 2022**

**San Clemente City Hall  
First Floor Community Room  
910 Calle Negocio  
San Clemente, California 92673**

**1. CALL TO ORDER**

Zoning Administrator Gallardo-Daly called the Regular Meeting of the City of San Clemente Zoning Administrator to order on April 7, 2022 at 3:00 p.m. The meeting was held in the First Floor Community Room of City Hall, 910 Calle Negocio, San Clemente, California.

Staff Present: Cecilia Gallardo-Daly, Zoning Administrator  
Sara Toma, Senior Planner  
Karla Morales, Community Development Technician

**2. MINUTES**

- A. Receive and file the minutes from the December 23, 2021 meeting.

**3. ORAL AND WRITTEN COMMUNICATION**

None

**4. PUBLIC HEARING**

- A. **Minor Exception Permit 21-214, 221 Via Socorro, Zines Front Courtyard**  
(Morales)

A request for various front yard improvements that would create an enclosed courtyard with accessory structures over 42 inches in height within the front yard setback of a single-family residence.

Karla Morales, Community Development Technician, summarized the staff report.

ZA Gallardo-Daly opened the public hearing, and there being no public comment received to this item, closed the public hearing.

Ted Hannigan, landscape architect, spoke to the fact that this project is unique in that it is directly across the street from the middle school, and the goal is to make the project appealing to the public, yet still give the applicant a safe space to entertain with privacy.

ZA Gallardo-Daly stated she reviewed the staff report, findings, plans, conditions of approval, and visited the property.

ZA Gallardo-Daly approved Minor Exception Permit 21-214 based on the following findings: The requested minor exception will not interfere with the purpose of the zone or the standards of the zone. The Zoning Ordinance does allow a Minor Exception Permit for walls and fences within the front yard setback to be higher than the minimum and up to six feet. The neighboring properties will not be adversely affected as a result of the approval or conditional approval of the Minor Exception Permit. The proposed wall location would not encroach into the line of sight or obstruct views of traffic to and from the driveway. The newly landscaped area in front of the wall will mitigate any visual impact and will help soften the appearance of the wall. The approval or conditional approval of the Minor Exception Permit will not be detrimental to the health, safety or welfare of the general public. The height of the fence will not be unsightly or be incompatible with the character and uses in the neighborhood. The height of the fence will not have any negative visual impact on the street scene or obstruct views of traffic to and from driveways. Engineering staff did review this project and they do not have any concerns with the wall location set back ten feet from the sidewalk and twenty feet from the curb face. The combination of block wall and cabling, and the color and material is complimentary to the neighborhood character and maintains the open street scene. The added landscaping will further mitigate any visual impact.

The project is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301 (Class 1: Existing Facilities).

Action: The Zoning Administrator approved and adopted Resolution ZA 22-001, Minor Exception Permit 21-214, Zines Front Courtyard, subject to the Conditions of Approval.

**5. NEW BUSINESS**

None

**6. OLD BUSINESS**

None

**7. ADJOURNMENT**

The meeting adjourned at 3:34 p.m. to the Regular Meeting of the Zoning Administrator, which will be held Thursday, April 21, 2022 at 3:14 p.m. at City Hall, First Floor Community Room, located at 910 Calle Negocio, San Clemente, California.

Respectfully submitted,

SAN CLEMENTE ZONING ADMINISTRATOR

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Cecilia Gallardo-Daly, Zoning Administrator