

**MINUTES OF THE REGULAR MEETING  
OF THE CITY OF SAN CLEMENTE  
PLANNING COMMISSION  
August 3, 2022 @ 6:00 p.m.  
San Clemente Community Center Auditorium  
100 Calle Seville, San Clemente, CA 92672  
Teleconference via [www.san-clemente.org/live](http://www.san-clemente.org/live) or Cox Channel 854**

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**CALL TO ORDER**

Commissioner Crandell called the Regular Meeting of the Planning Commission of the City of San Clemente to order at 6:11 p.m. The meeting was offered in person at The City of San Clemente Community Center Auditorium, located at 100 Calle Seville, San Clemente California, and also via live stream from the City's YouTube Channel or live on Cox Channel 854.

**2. PLEDGE OF ALLEGIANCE**

Commissioner Davis led the Pledge of Allegiance.

**3. ROLL CALL**

Commissioners Present: Barton Crandell, Brent Davis, Karen Prescott-Loeffler; Chair pro tem M. Steven Camp, Vice Chair Cameron Cosgrove, Chair Scott McKhann

Commissioners Absent: Gary P. McCaughan, M.D.

Staff Present: Adam Atamian, Deputy Community Development Director  
Sara Toma, Senior Planner  
\*David Carrillo, Assistant Planner  
Hong Dao Nguyen, Deputy City Attorney  
Eileen White, Recording Secretary

\*Participated in meeting via teleconference

**4. SPECIAL ORDERS OF BUSINESS**

**A. Selection of Planning Commission Chair, Vice Chair, and Chair pro tem**

Outgoing Chair Crandell invited the Commissioners to volunteer/nominate for Chairman.

Commissioner Crandell nominated Scott McKhann to serve as Chair and Commissioner Prescott-Loeffler seconded the nomination. There were no other nominations and Commissioner McKhann was elected Chair on a unanimous vote.

Chair McKhann asked for volunteers/nominations for Vice Chair and Chair pro tem.

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

Vice Chair Cosgrove nominated M. Steven Camp to serve as Chair pro tem and Commissioner Prescott-Loeffler seconded the nomination. There were no other nominations and Commissioner Camp was elected Chair pro tem on a unanimous vote.

**B. Selection of Design Review Subcommittee Members**

Chair McKhann asked for volunteers/nominations.

Chair McKhann nominated, Commissioner Crandell seconded and the motion was unanimously carried to select Commissioner Crandell, Vice Chair Cosgrove and Chair pro tem Camp as the regular Design Review Subcommittee Members and Chair McKhann as the alternative.

**5. MINUTES**

**A. Minutes from the Adjourned Regular Planning Commission Meeting of June 22, 2022.**

IT WAS MOVED BY COMMISSIONER PRESCOTT-LOEFFLER, SECONDED BY VICE CHAIR COSGROVE AND CARRIED 5-0-1 (WITH COMMISSIONER DAVIS ABSTAINING) TO RECEIVE AND FILE THE MINUTES FROM THE JUNE 22, 2022, PLANNING COMMISSION MEETING AS SUBMITTED.

**6. ORAL AND WRITTEN COMMUNICATION**

None

**7. CONSENT CALENDAR**

**A. Housing Vacancy Rate Certification Fiscal Year 2022-2023 (Wright)**

A request to certify the annual housing vacancy rate to determine allowances for conversion of apartments to condominiums in Fiscal Year 2022-2023.

IT WAS MOVED BY VICE CHAIR COSGROVE, SECONDED BY COMMISSIONER CRANDELL, AND UNANIMOUSLY CARRIED TO

1) FIND THE FISCAL YEAR 2022-2023 HOUSING VACANCY RATE CERTIFICATION IS NOT A PROJECT, AND THEREFORE NOT SUBJECT TO CEQA ACCORDING TO STATE CEQA GUIDELINES SECTION 15378; and

2) ADOPT RESOLUTION NO. PC 22-014, A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN CLEMENTE, CALIFORNIA, CERTIFYING THE HOUSING VACANCY RATE TO DETERMINE THE NUMBER OF MULTI-FAMILY APARTMENT UNITS THAT MAY BE CONVERTED INTO CONDOMINIUMS IN FISCAL YEAR 2022-2023.

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

## **8. PUBLIC HEARING**

A. West of La Pata Avenue & North of Camino Del Rio Conditional Use Permit – SCE San Onofre – Santiago M9 T1 (Toma)

Sara Toma, Senior Planner, narrated a PowerPoint Presentation entitled, "T-Mobile Wireless Facility, CUP 21-287," dated August 3, 2022. A copy of the Presentation is on file in Planning Division.

Damien Pichardo, Project Manager for T-Mobile West, described the engineering and design of the facility as well as the cabinet construction, platform design and material. He noted the completed lease and final design details will be presented to the Planning Commission once finalized. In response to suggestions, he noted that SCE has denied permission to install cameras on site and is requested removal of Condition 1.8. Additionally, the addition of slats to the proposed fencing is not advised as it may negatively affect signal transmission.

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

IT WAS MOVED BY COMMISSIONER CRANDELL, SECONDED BY COMMISSIONER PRESCOTT-LOEFFLER, AND UNANIMOUSLY CARRIED TO:

1) DETERMINE THE PROJECT CATEGORICALLY EXEMPT FROM THE REQUIREMENTS OF THE STATE CEQA GUIDELINES SECTION 15301 (CLASS 1: EXISTING FACILITIES) AND SECTION 15303 (CLASS 3: NEW CONSTRUCTION OR CONVERSION OF SMALL STRUCTURES); and

2) ADOPT RESOLUTION NO. PC 22-016, A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT 21-287, T-MOBILE SCE TOWER, A REQUEST TO ALLOW A NEW WIRELESS TELECOMMUNICATION FACILITY AND ACCOMPANYING GROUND MOUNTED EQUIPMENT TO BE INSTALLED ON AN EXISTING SOUTHERN

CALIFORNIA EDISON (SCE) UTILITY TOWER IN THE CITY OWNED PROPERTY WEST OF AVENIDA LA PATA AND NORTH OF CAMINO DEL RIO.

Amended as follows:

Remove Condition no. 1.8

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

B. 1010 South El Camino Real – Discretionary Sign Permit 21-289 – Ten10 Santiago Master Sign Program (MSP) (Carrillo)

David Carrillo, Assistant Planner, narrated a PowerPoint Presentation entitled, "Ten10 Santiago Master Sign Program, DSP 21-289," dated August 3, 2022. A copy of the Presentation is on file in Planning Division.

Nick Buchanan, property owner, reviewed the sign placements, types of signage proposed and minimal lighting. In response to suggestions to include halo lighting on the signage, he noted that at this time less is more with regard to lighting. Staff indicated that adding lighting in future sign revisions will require Planning Division staff approval.

Chair McKhann opened the public hearing.

Assistant Planner Carrillo read a letter from Andrew Fletcher, dated August 2, 2022, Opining that the opening sign was too large.

Chair McKhann closed the public hearing.

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

- Commented that the existing string lights are haphazardly strung and unattractive. Staff noted this element was not part of the MSP under consideration; Code Compliance will be contacted to review the placement.
- Commented that the "Buona Forchetta" sign on the South Elevation was too large and disproportionate to the proposed design.
- Supported the sign program as revised by the applicant during DRSC review and can make the findings.

IT WAS MOVED BY COMMISSIONER PRESCOTT-LOEFFLER, SECONDED BY COMMISSIONER CRANDELL, AND CARRIED 5-1-0, WITH CHAIR PRO TEM CAMP OPPOSED, TO:

- 1) DETERMINE THE PROJECT IS CATEGORICALLY EXEMPT FROM THE REQUIREMENTS OF THE CEQA PURSUANT TO CEQA

GUIDELINES SECTION 15301 (CLASS 1: EXISTING FACILITIES) AND 15311 (CLASS 11: ACCESSORY STRUCTURES); and

2) ADOPT RESOLUTION NO. PC 22-015, A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING DISCRETIONARY SIGN PERMIT 21-289, TEN10 SANTIAGO MASTER SIGN PROGRAM, TO ALLOW A MASTER SIGN PROGRAM FOR A MIXED-USE DEVELOPMENT LOCATED AT 1010 SOUTH EL CAMINO REAL, AND TO ALLOW MORE THAN 25 SQUARE FEET OF SIGN AREA FOR A BUSINESS WITHIN THE ARCHITECTURAL OVERLAY DISTRICT.

**[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

Chair McKhann requested staff consider strategies to make it easier for the Commissioners to find the staff recommendations for making motions.

**12. ADJOURNMENT**

IT WAS MOVED BY COMMISSIONER CRANDELL, SECONDED BY VICE CHAIR COSGROVE AND UNANIMOUSLY CARRIED TO ADJOURN AT 7:56 P.M. TO THE JOINT COUNCIL/COMMISSIONS/COMMITTEES MEETING TO BE HELD ON AUGUST 30, 2022, AT 6:00 P.M. AT THE WEDGEWOOD GOLF CLUB LOCATED AT THE MUNICIPAL GOLF COURSE.

Respectfully submitted,



Scott McKhann, Chairman

Attest:



Adam Atamian, Deputy Community Development Director