

**CITY OF SAN CLEMENTE  
MINUTES OF THE REGULAR MEETING OF THE  
DESIGN REVIEW SUBCOMMITTEE  
SEPTEMBER 28, 2022**

Subcommittee Members Present: Bart Crandell, M. Steven Camp, Scott McKhann

Subcommittee Members Absent: Cameron Cosgrove

Staff Present: Deputy Community Development Director Adam Atamian, Assistant Planner David Carrillo, Assistant Planner Laura Coury, Senior Planner Sara Toma.

**1. MINUTES**

- A. Minutes from the August 24, 2022 meeting.
- B. Minutes from the September 14, 2022 meeting.

**2. ARCHITECTURAL REVIEW OF THE FOLLOWING ITEMS:**

**A. Minor Cultural Heritage Permit 22-136, The Rider's Club Café, 1701 North El Camino Real (Carrillo)**

A request to allow an outdoor deck with 20 additional outdoor seats, and to amend Conditional Use Permit 12-001 to expand outdoor alcohol service to the proposed outdoor deck.

Chair Camp opened the item for public comments.

David Carrillo, Assistant Planner, summarized the staff report.

The Design Review Subcommittee (DRSC) discussed the project, and made the following comments either individually or as a group:

- Asked staff and the applicant how parking is satisfied with the increase of outdoor seating, and requested a parking calculation be provided to the decision-making body.
- Expressed concerns with the deck having a temporary look.
- The deck encroachment into the public right-of-way makes the deck look more temporary.
- To unify the old and new decks, consider 1) removing the glass panels on the old deck portion, and 2) painting the new deck the same color as the old.
- Consider removing the deck wall which separates the old and new deck to further unify the outdoor dining area.
- Provide in-ground landscaping in front of the subject deck along El Camino Real to mitigate the temporary look as viewed from the street.

The subcommittee concluded the project may be forwarded to the Zoning Administrator with comments from the DRSC addressed, and a parking calculation included in the staff report.

**B. Minor Cultural Heritage Permit 22-360 & Minor Exception Permit 22-361, Hager Lannen Remodel and Addition, 216 Avenida Victoria (Coury)**

A request to consider the remodel of 840 SF single family residence and 243 SF non-conforming garage, with the addition of 545 SF of living space, and a 190 SF studio across from 2 sites on the City's list of historic resources.

Chair Camp opened the item for public comments.

Laura Coury, Assistant Planner, summarized the staff report.

The Design Review Subcommittee (DRSC) discussed the project, and made the following comments either individually or as a group:

- The proposed remodel and addition had no impact to the existing 2 sites on the City's list of historic resources as the proposed project is on the opposite side of the street and cannot be viewed when looking at the 2 historic sites.
- Chair Pro Tem Steve Camp suggested the applicant consider simplify the angled design and floating plans of the proposed remodel and addition.

The subcommittee concluded the project may be forwarded to the Zoning Administrator.

**C. Ordinance: Urban Lot Split and Two-Unit Project (SB 9) (Toma)**

Amending Chapter 16.50 and Chapter 17.86 of the San Clemente Municipal Code to establish objective design standards, development and subdivision standards regulating urban lot splits and two-unit housing projects in accordance with California Senate Bill 9.

Chair Camp opened the item for public comments.

Sara Toma, Senior Planner, Adam Atamian Deputy Community Development Director, presented to the subcommittee the revised municipal code amendment to readopt the urban lot split and two-unit project ordinance through the regular process rather than the Urgency Ordinance and address any clean up items.

The Design Review Subcommittee (DRSC) discussed the project, and made the following comments either individually or as a group:

- **Setbacks:** will be maintain per the existing ordinance
- **Open Space/Outdoor Useable Space:** Staff will rename "Open Space" section identified in the proposed ordinance to "Outdoor Usable Space" and define it to

be used for yard area for each new unit. For example, an outdoor usable space can be defined as having a minimum dimension of ten feet in every direction, is landscaped and developed for active or passive recreational and leisure use, and is conveniently located and accessible. Tying the outdoor usable space with the proposed patio, balcony, etc. The subcommittee is in support of the minimum outdoor usable space and landscaping. Define outdoor usable space.

- **Tentative Parcel Map:** Subcommittee was concerned with the 3 months expiration date identified in the Urgency Ordinance in relation with the County Recorders current timeline of processing the application. Staff is working with Public Works and City Attorney to revise the expiration date.
- **CC&Rs:** To be determined if we want to include language addressing CC&Rs.
- **Setbacks:** In regards to the Lot split, on page 18 of the draft Ordinance, the Subcommittee had some concerns that the language drafted in the section ii (A) Existing Structures, could possibly cause some confusion. Staff will revise language.
- **Front Setback Area:** the subcommittee suggested that the proposed 25 feet from the property line is excessive, and suggested at maximum be consistent with the Zone Code.
- **Garage:** minimum interior clearance – add language and update measurements as follows:
  - One Car Garage: 9 X 18
  - Two Car Garage: 18 X 18
- **Building Separation:** Existing structure setbacks, if there are no setbacks, this would require the Cal Fire Code building separation.
- **Perimeter Walls:** Subcommittee didn't support this policy. Staff will remove it.
- **Architecture:**
  - **Lighting:** Subcommittee recommend staff change down-lights to shielded exterior lighting to match the City's existing Zoning Code.
  - **Subsection E.:** The Subcommittee recommended the removal of this section regarding windows or door in direct light of sight with adjoining residential property,
  - **Drive access:** To revise language to avoid land locked parcels.
  - **Define stories:** Add language to define stories as defined within the City's Zoning Code.
- **Landscaping:**
  - **Screening. 3(B).** The Subcommittee recommended staff to revise the language to be more flexible, if the applicant cannot meet the ordinance requirements, a City Planner interpretation and/or determination for an alternative method of approval of proposed landscaping.
  - Amount of landscaping will be included in the ordinance, for maintenance staff will defer to the Zoning Code.
- **Storage Facility:** Subcommittee recommend staff to look into what other cities have done within their zoning code to address storage faculties, San Luis Obispo design zoning code was suggested as a good an example.
- **Laundry Facility:** This section will be revised to include language that states, all laundry space will be located inside the unit.

- **Mechanical Equipment:** language to be revised to remove “either on or off the property” to “to be screened from public view” – this will focus on screening from public right of way.
- **Access and circulation:** Subsection (iii) will be revised to reflect Public Works driveway requirement.
- **Refuse Storage Area:** Revise language to reflect the City’s franchise waste hauler.
- **Utilities:** Staff will check with Utilities Division regarding the requirement for each unit on the lot to have its own direct utility connection to the utility service provider.

Staff has planned to return to the DRSC for another round of review prior to moving the project forward to Planning Commission review.

**D. Conditional Use Permit (CUP) 22-236 Dish Wireless Telecommunication Facility (Toma)**

A request to install building-mounted antennas with equipment enclosure on an existing self-storage facility with other existing wireless facilities located at 170 Avenida La Pata.

Chair Camp opened the item for public comments.

Sara Toma, Senior Planner, presented the proposed request for a new wireless telecommunication facility on an existing self-storage facility. In addition, the applicant provided a description of the project.

The Design Review Subcommittee (DRSC) discussed the project, and made the following comments either individually or as a group:

- The DRSC moved the item for approval.

The subcommittee recommend that the project move forward to the Planning Commission for review and approval.

**3. NEW BUSINESS**

None

**4. OLD BUSINESS**

None

**5. ORAL AND WRITTEN COMMUNICATION**

None

**ADJOURNMENT**

Adjourned to the October 12, 2022 DRSC meeting at 3:00 p.m., San Clemente City Hall, First Floor Community Room, 910 Calle Negocio, San Clemente, CA.

Respectfully submitted,

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M. Steve Camp, Chair

Attest:

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Adam Atamian, Deputy Community Development Director

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