

These minutes will be approved by the Zoning Administrator on 11/3/2022

**CITY OF SAN CLEMENTE
MINUTES OF THE REGULAR MEETING
OF THE ZONING ADMINISTRATOR
OCTOBER 20, 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 October 20, 2022 at 3:00 p.m. The meeting was held in the First Floor Community Room of City Hall, 910 Calle Negocio, and San Clemente, California.

Staff Present: Cecilia Gallardo-Daly, Zoning Administrator
Adam Atamian, Deputy Community Development Director
Karla Morales, Community Development Technician
Tamara Tatich, Office Specialist

2. MINUTES

- A. Minutes of the October 6, 2022 Zoning Administrator Meeting to be received and filed at the Zoning Administrator Meeting held on November 3, 2022.

3. ORAL AND WRITTEN COMMUNICATION

None

4. PUBLIC HEARING

- A. **STAR 22-116, REEVES STAR, 140 W. CANADA** (Atamian/Morales)

A request to consider a Short Term Apartment Rental within an existing condominium located in the Residential Medium (RM) Zoning District. The proposal would convert Unit A to be occupied by a full-time, on-site property manager and Unit B into a short-term rental unit for rentals less than 30 days.

Staff recommends that the Zoning Administrator:

- A. Determine the project is Categorical Exempt from the requirements of the CEQA pursuant to CEQA Guidelines Section 15301 (Class 1: Existing Facilities); and
- B. Adopt Resolution ZA 22-019, approving Short Term Apartment Rental 22-116, Reeves STAR, subject to attached conditions of approval.

Deputy Community Development Director Adam Atamian summarized the staff report.

Having no questions of staff, ZA Gallardo-Daly gave applicants Mary Kate Reeves and Brett Crawford an opportunity to address the Zoning Administrator, whereby Mr. Crawford complimented staff on the report and stated that they respect their neighbors and will maintain the quiet state of the street.

Having no further questions, ZA Gallardo-Daly opened the public hearing.

There being no public comments, ZA Gallardo-Daly closed the public hearing.

ZA Gallardo-Daly reviewed the staff reports and is familiar with the property and the building. ZA Gallardo-Daly stated the application packet was well done, and the staff report very thorough. ZA Gallardo-Daly was able to make the findings for the Short Term Apartment Rental Permit. The proposed STAR is permitted in the zone, and it complies with the applicable provisions of the zone and the General Plan. The condominium building is consistent with the density of the RM Zoning District. Unit A will be occupied by an onsite property manager, so there is an expectation that any concerns raised such as noise, parking, or trash will be adequately addressed by the onsite property manager. There's a condition in the permit that the onsite property manager resolve any issues directly to limit the City's involvement and use of staff resources. The STAR is in the Coastal Zone and will add to the city's inventory of available visitor lodging, which is a key goal of the Coastal Land Use Plan. The STAR is located more than 300 feet from the closest STLU and the addition of this STAR will not create a concentration of short terms rentals in the area. In addition, there are two garage spaces and driveway spaces that will sufficiently accommodate any anticipated parking demand that will not add to street loads.

Based on the information in the staff report and subject to the required Findings and Conditions of Approval, ZA Gallardo-Daly determined the project Categorical Exempt from CEQA pursuant to State CEQA Guidelines Section 15301 (Class 1: Existing Facilities).

Action: The Zoning Administrator adopted Resolution ZA22-019, and approved Short Term Apartment Rental Permit 22-116, Reeves STAR, subject to the Conditions of Approval.

5. **NEW BUSINESS**

None

6. **OLD BUSINESS**

None

7. **ADJOURNMENT**

The meeting adjourned at 3:10 p.m. to the Regular Meeting of the Zoning Administrator, which will be held Thursday, November 3, 2022 at 3:00 p.m. at Community Development Department, City Hall, First Floor Community Room, located at 910 Calle Negocio, San Clemente, California.

Respectfully submitted,

SAN CLEMENTE ZONING ADMINISTRATOR

Cecilia Gallardo-Daly, Zoning Administrator