

**CITY OF SAN CLEMENTE  
MINUTES OF THE REGULAR MEETING  
OF THE ZONING ADMINISTRATOR  
April 20, 2023**

**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 20, 2023 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  
Chris Johnson, Senior Planner  
Karla Morales, Community Development Technician  
Tamara Tatich, Office Specialist

**2. MINUTES**

**A. Receive and file Minutes from the Zoning Administrator Regular Meeting of February 23, 2023.**

**3. ORAL AND WRITTEN COMMUNICATION**

None

**4. PUBLIC HEARING**

**A. Minor Exception Permit 23-037, Hammerslag Arbor, 513 Avenida Presidio**

A request to build a new arbor located within the front yard setback of a property in the Residential Low Zone and constructed to complement the architecture of the residence currently under construction.

Staff recommends that the project is categorically exempt from the California Environmental Quality Act under Section 15303 of the CEQA

Guidelines (14 CCR § 15303, Class 3: New Construction or Conversion of Small Structures).

Community Development Technician, Karla Morales summarized the staff report.

Having no questions for staff, ZA Gallardo-Daly asked if the applicant's attending representative and architect, Reggie Reyes had anything to add. Reyes stated that he was excited to complete the project and felt the residence added appeal to the neighborhood. ZA Gallardo-Daly asked, and Reyes to clarified the wall on the plans.

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 thanked staff on a comprehensive report, stated that she had been to the site and is familiar with the project. Seeing the home under construction gave a clear presentation of the design and how the proposed arbor complements the new residence.

ZA Gallardo-Daly stated that the findings for a Minor Exception Permit can be made, in that the arbor is the only structure that is over height; which is minimal, not obsessively wide or dense, and the slim-lined design will be complimentary and soften the landscaping.

The project maintains the residential use of the property as intended by the Residential Low Zoning District.

The Zoning Ordinance specifies a Minor Exception Permit can be requested to allow arbors over 42 inches in height within the front yard setback, which is proposed.

The neighboring properties will not be adversely affected as a result of the approval or conditional approval of the Minor Exception Permit, rather it will complement the existing neighboring properties nicely.

The proposed project is contained entirely within the project site and does not encroach onto neighboring properties or the public right-of-way.

The proposed project is not located adjacent to any driveways on neighboring properties. The proposed project location would not encroach into drivers' line-of-sight, nor would it obstruct views of traffic to/from any driveways; and the proposed project has height and materials that maintains the character and openness of the street scene.

The proposed project incorporates landscaping, which will mitigate the visual impact of the arbor and complement the surrounding landscaping within the neighborhood.

The approval of the Minor Exception Permit will not be detrimental to the public's health, safety or welfare.

The arbor does not create sight distance problems to and from the appropriate street(s).

The project is set back over 10 feet from the sidewalk and property line and over 15 feet from the curb face.

The arbor supports plant material and vine landscaping will be incorporated to soften the visual impact of the wrought iron.

The style, materials, color, and finish of the arbor is consistent with the style of the main building that is under construction.

The arbor is located entirely on private property and it's appropriate in scale with the main building on the site.

Based on the information in the staff report and subject to the required Findings and Conditions of Approval, ZA Gallardo-Daly determined the project Categorically Exempt from CEQA pursuant to State CEQA Guidelines Section 15303 (Class 3: New Construction or Conversion of Small Structures).

**Action:** The Zoning Administrator adopted Resolution ZA23-006, Minor Exception Permit 23-037 – Hammerslag Arbor, 513 Avenida Presidio – subject to the Conditions of Approval with the added Conditions that follow:

5. **NEW BUSINESS**

None

6. **OLD BUSINESS**

None

7. ADJOURNMENT

The meeting adjourned at 3:12 p.m. to the Regular Meeting of the Zoning Administrator, which will be held Thursday, May 18, 2023 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