

**MINUTES OF THE  
REGULAR STUDY SESSION  
OF THE CITY OF SAN CLEMENTE  
PLANNING COMMISSION  
June 21, 2023 @ 5:00 p.m.  
San Clemente City Hall Council Chambers  
910 Calle Negocio, San Clemente, CA 92673  
Teleconference via [www.san-clemente.org/live](http://www.san-clemente.org/live) or Cox Channel 854**

---

**CALL TO ORDER**

Chair McKhann called the Study Session of the Planning Commission of the City of San Clemente to order at 5:14 p.m. The meeting was offered in person at The City of San Clemente City Hall Council Chambers, 910 Calle Negocio, San Clemente, California, and also via live stream from the City's YouTube Channel or live on Cox Channel 854.

**ROLL CALL**

Commissioners Present: Barton Crandell, Brent Davis, Gary P. McCaughan, M.D.;  
Chair pro tem M. Steven Camp, Vice Chair Cameron  
Cosgrove, Chair Scott McKhann

Commissioners Absent: Karen Prescott-Loeffler

Staff Present: Adam Atamian, Deputy Community Development Director  
Jonathan Lightfoot, Economic Development Officer  
Amanda Duane, Architectural Historian Consultant  
Gena Burns, Deputy City Attorney

**AGENDA**

A. The Secretary of the Interior's Standards for Historic Property Rehabilitation

A Presentation on historic preservation by GPA Consulting to review the Secretary of the Interior's Standards for the Treatment of Historic Properties and Guidelines for Rehabilitation.

Amanda Duane, Senior Architectural Historian, GPA Consulting, narrated a PowerPoint Presentation entitled, "Applying the Secretary of the Interior's Standards," dated June 21, 2023. A copy of the Presentation is on file in Planning Division.

Ms. Duane organized the information into four sections; 1) Background and Origin of the Standards, 2) Before Applying the Standards, 3) Applying the Standards,

and 4) Sources of Additional Guidance. The Commissioners' questions were taken at the end of each section. Following the end of the Presentation, staff and Ms. Duane answered questions from the public.

Noting the late hour and need to convene the Planning Commission Regular Meeting, Chair McKhann invited anyone with any remaining comments or questions to attend the Regular Meeting immediately following and speak during the Public Comment portion of that meeting.

**RECESS**

Chair McKhann adjourned the Study Session until its next session of July 19, 2023.

Respectfully submitted,

\_\_\_\_\_  
Scott McKhann, Chair

Attest:

\_\_\_\_\_  
Adam Atamian, Deputy Community Development Director

DRAFT