



AGENDA FOR THE REGULAR MEETING OF THE DESIGN REVIEW SUBCOMMITTEE

Wednesday, December 13, 2023

3:00 P.M.

Community Development Department
Community Room, 1st Floor

910 Calle Negocio, San Clemente, CA 92673

The purpose of this Subcommittee is to provide direction, insight, concerns and options to the applicant on how the project can best comply with the City's Design Guidelines and/or City Policies. The Subcommittee is not an approving body. They make recommendations to the Planning Commission and Zoning Administrator regarding a project's compliance with City Design Guidelines. Each of the Subcommittee members will provide input and suggest recommendations to the applicant based upon written City Design Guidelines and/or City Policies. The Subcommittee will not design the project for the applicant, nor will the members always agree on the best course of action. The applicant can then assess the input and incorporate any changes accordingly with the understanding that the Subcommittee is simply a recommending body. Decisions to approve, deny, or modify a project are made by the Planning Commission, City Council, or the Zoning Administrator with input and recommendations from the Subcommittee and City staff. The chair of the Subcommittee will lead the discussion. Planning staff will be available to provide technical assistance as necessary. Time is limited. Consequently, the Design Review Subcommittee will focus on site and project design rather than on land use issues, which are the purview of the Planning Commission, City Council or the Zoning Administrator.

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such a modification from the Community Development Department at (949) 361-6100. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to the meeting.

Written material distributed to the Design Review Subcommittee, after the original agenda packet is distributed, will be available for public inspection in the Community Development Department located at 910 Calle Negocio, San Clemente, CA during normal business hours.

1. APPROVAL OF MINUTES

- A. [Review and file minutes of the Design Review Subcommittee meeting of November 29, 2023](#)

2. ARCHITECTURAL REVIEW OF THE FOLLOWING ITEMS:

- A. [Minor Cultural Heritage Permit 23-129, Mason Residence Addition, 235 Avenida Miramar](#) (Carrillo)

A request for 1) a Cultural Heritage Permit (CHP23-433) to complete Mills Act Contract improvements and to construct a 499 square-foot, rear two-story addition to an existing single-family historic residence at 235 Avenida Miramar; and 2) for a Minor Exception Permit (MEP23-436) to continue a legal nonconforming side yard setback on the east side of the property measuring three feet, one inch, for the addition.

3. NEW BUSINESS

None

4. OLD BUSINESS

None

5. ORAL AND WRITTEN COMMUNICATION

Members of the audience may address the Subcommittee on matters of public interest which pertain to the City and are not otherwise on the agenda.

6. ADJOURNMENT

The next Adjourned Regular Meeting of the Design Review Subcommittee will be held Wednesday, January 10, 2024 at 3:00 p.m. in the Community Room, 910 Calle Negocio, San Clemente CA 92673.