

**CITY OF SAN CLEMENTE
MINUTES OF THE REGULAR MEETING OF THE
DESIGN REVIEW SUBCOMMITTEE
DECEMBER 13, 2023**

Subcommittee Members Present: Vice Chair Cameron Cosgrove; Committee Member Bart Crandell

Subcommittee Members Absent: Chair M. Steven Camp

Staff Present: Jonathan Lightfoot, City Planner

1. 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.

City Planner Jonathan Lightfoot summarized the staff report.

Chair Camp opened the item for public comments.

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

- Asked staff and the applicant if there was discussion about shifting the addition back further from the east property line.
- Supports the Cultural Heritage Permit (CHP) for the addition overall. However, the DRSC expressed concern with the Minor Exception Permit (MEP) request to reduce the required side-yard setback for the addition and its impact on the neighboring property's sun exposure.
- Suggested the applicant consider adding a trellis with vines at the proposed rear deck for added privacy between the project and neighbor to the east.
- Asked staff if the landscape plan has been approved by the City's Landscape Consultant.

The Subcommittee supports the project moving forward to the Zoning Administrator, with justification for the MEP request in the staff report for the Zoning Administrator to consider.

3. NEW BUSINESS

None

4. OLD BUSINESS

None

5. ORAL AND WRITTEN COMMUNICATION

None

ADJOURNMENT

Adjourned to the January 10, 2024 DRSC meeting at 3:00 p.m., San Clemente City Hall, First Floor Community Room, 910 Calle Negocio, San Clemente, CA.

Respectfully submitted,

M. Steven Camp, Chair

Attest:

Jonathan Lightfoot, City Planner