

# CITY OF SAN CLEMENTE

## City Council Minutes

### Adjourned Regular Meeting - September 11, 1991

An Adjourned Regular Meeting of the City Council of the City of San Clemente, conducted in the Council Chambers, located at 100 Avenida Presidio, San Clemente, California, was called to order by Mayor Diehl at 7:00 p.m.

**PRESENT**            ANDERSON, BENEDICT, HAGGARD, LORCH, MAYOR DIEHL

**ABSENT**            NONE

**STAFF PRESENT**   Michael Parness, City Manager; Joanne Baade, Deputy City Clerk.

#### **Organizational Study - Management Review of Commissions and Committees**

City Manager Parness reviewed the three phases of the City Organizational Study, which was prepared by Hughes, Heiss and Associates, noting that Phase I addressed the overall structure of the City, Phase II involved a Management Audit of City Departments, and Phase III involved a Management Review of all Commissions and Committees; summarized the methodology utilized by Hughes, Heiss and Associates in developing the Phase III report.

#### **Human Resources Committee**

City Manager Parness reviewed the roles and responsibilities of the Human Resources Committee as established by ordinance; summarized the consultant's observations as follows:

- > Neither the City Council nor the Human Resources Committee have any consistent vision of the Committee's real purpose.
- > The Human Resources Committee has achieved limited success since its establishment in 1988.

City Manager Parness stressed that the above findings were based solely on a lack of resources, (i.e., staff support and money to fund social services programs), and is not reflective of a lack of commitment or talent on the part of the Committee; noted that the resources available to the Human Resources Committee are unlikely to change; relayed the consultant's recommendation that the Human Resources Committee be disbanded and that the resources of the Human Resources Committee be utilized on an ad hoc basis.

Esther Harris, Chair of the Human Resources Committee, read a memorandum, dated September 11, 1991, which is on file in the City Clerk's Department. In summary, the Human Resources Committee's written response to the Phase III report relayed the Committee's opinion that it has operated effectively; spoke on the need for communication between Council and the Committee; stated that needs can often be resolved without expending money; noted the Committee's involvement in such areas as Community Development Block Grant applications, suppression of gang activity, provision of child care, update of the Housing Element, support for the Neighborhood Pride Program, and sponsorship of the "Yes We Can" seminars; urged that the City's Housing Coordinator be assigned staff support to the Human Resources Committee; spoke on the need for a central location for residents to express social concerns.

Lupe Marino, Human Resources Committee Member, noted that the City's greatest resources are human resources.

Shirley Freers, Human Resources Committee Member, stated the City Council must provide the conscience for the City of San Clemente; commented on the need for support and resources to address human needs.

Doris Schwartz, Human Resources Committee Member, voiced concern that the Phase III report did not reflect information provided in her interview, including the positive contributions made by the Committee; acknowledged the Committee's accomplishments relating to affordable housing and gang prevention.

Lee Steelman, Human Resources Committee Member, spoke on the need for a central location to air, and attempt to resolve, community problems.

Dorothy Fuller, Human Resources Committee Member, noted the Committee can seek funding from sources other than the City.

Jim Miranda spoke on the value of the Human Resources Committee; urged that the Committee not be disbanded.

Ben Villa, 2902 Frontera, spoke on the value of the "Yes We Can" seminars at Shorecliffs Junior High School and San Clemente High School; addressed the need to discourage gang involvement; urged that the Human Resources Committee be continued.

Mary LaHusen, Human Resources Committee Member, relayed that the Human Affairs Committee in Laguna Beach holds forums for local social service agencies to air their needs; suggested the Human Resources Committee could conduct similar forums.

Joyce Harvey, Human Resources Committee Member, disagreed that the Committee has not had successes; suggested that the Committee could improve communications by addressing Council at one Council meeting per month; suggested that Joint Meetings could be made more effective if all Commissions and Committees were allowed input into the preparation of the agendas.

Kathy Brocklehurst, 304 Avenida Monterey, stated that during her nineteen years of experience in social work, she has never known a social worker to be sufficiently funded or to not experience frustration.

MOTION BY COUNCILMEMBER HAGGARD, SECOND BY COUNCILMEMBER LORCH, to charge the Human Resources Committee with the task of formulating a specific program of work for the coming year. This program of work, which will be considered by Council in two months, should reflect the fiscal constraints of the City and the shortage of available staff time. Additionally, the program of work should address the following in specific terms: 1) goals and objectives, 2) meeting structure, 3) methods for improving communication with Council, and 4) roles and responsibilities of the Committee.

MOTION TO AMEND BY COUNCILMEMBER LORCH to not impose a funding restriction on the work program that the Human Resources Committee will formulate. The Motion to Amend died for lack of a second.

THE ORIGINAL MOTION CARRIED 5-0.

MOTION BY COUNCILMEMBER BENEDICT, SECOND BY MAYOR PRO TEM ANDERSON, CARRIED 5-0, to maintain the current membership of the Human Resources Committee for the next two months.

MOTION BY COUNCILMEMBER LORCH, SECOND BY COUNCILMEMBER BENEDICT, **FAILED 2-3** (COUNCILMEMBER HAGGARD, MAYOR PRO TEM ANDERSON AND MAYOR DIEHL VOTING NOE) to direct the Human Resources Committee to include programs that would necessitate funding in its report to Council. Further, that the Committee submit a follow-up report to Council, in conjunction with the mid-year budget, that addresses funding-contingent programs to enable Council to consider including funding in the FY 1992/93 budget.

**MEETING RECESSED**

Council recessed at 8:20 p.m. and reconvened at 8:30 p.m., with all members present.

### Community Design Commission

City Planner Barnes provided an overview of the major findings and conclusions of the Hughes, Heiss and Associates report as it relates to the Community Design Commission; noted the consultant has concluded that the Commission is correctly discharging its project review responsibility as defined in the current ordinance; reviewed options available to Council in regard to Commission mandates, operations and authority; relayed the consultant's recommendation that the Commission be retained with a restricted focus; referenced Staff's draft position paper concerning Commission review of single-family structures within 300 feet of historical structures/properties, which is on file in the City Clerk's Department.

Mary Jo Doherty, Chair of the Community Design Commission, expressed regret concerning the resignation of Jane Mertens from the Commission; referenced a comment paper, prepared by the Community Design Commission, which is on file in the City Clerk's Department. In summary, the CDC's comment paper relayed that much of the signage in the community could be reviewed by staff, although some signage should remain under the purview of the Commission; agreed that the absence of clear standards causes confusion; expressed hope that the new Urban Design Guidelines, coupled with the revisions to the Residential Zoning Standards, will provide needed guidance; opined that the review of all multiple-family dwellings within 300' of historical structures has been helpful in revitalizing some areas of the City. With respect to Staff's draft position paper, Ms. Doherty recommended that Council approve Option 2, whereby CDC review of single-family properties would be limited to structures which abut designated historic properties, with Planning staff reviewing the remaining single-family properties situated within the 300-foot review area.

Joe Oliver, Member of the Community Design Commission, noted that the report indicated that a majority of Councilmembers and Planning Commissioners have strong opinions about the current operations of the CDC; voiced concern that he has never received input concerning his performance from Council.

Kathy Brocklehurst, 304 Avenida Monterey, suggested it is necessary to determine whether some historical structures in the City are worth preserving.

Gary Wiggle, 2920 Arroyo, reviewed the contents of a letter signed by eleven architects/designers, dated September 9, 1991, which is on file in the City Clerk's Department; suggested that the CDC be replaced with a five-member Board consisting of one member of the Planning Commission, one senior member of planning staff, one member of the planning staff with a degree in landscape architecture, one licensed architect, and one lay person from the community that qualifies by virtue of previous educational and/or practical experience.

Ed Kweskin, 118 West Avenida Valencia, noted applicants incur increased costs as a result of the review process that is currently in operation in San Clemente; opined this money could be better spent to enhance projects; suggested that a set of regulations and guidelines should be prepared by design professionals to enable a plan check professional (either a City employee or City consultant) to review project plans.

Michael Luna, 27132 Paseo Espada, Suite 422, San Juan Capistrano, opined that design review should be undertaken by professional members of the community.

Marilyn Coduti opined that a separate Cultural Heritage Board should be established in the event the Community Design Commission's membership is limited to design professionals.

Dorothy Fuller, Vice President of the Historical Society, noted the importance of the Community Design Commission in protecting buildings that are architecturally and/or historically significant.

Bill O'Keefe, stated he was one of the architects that signed the letter referenced by Mr. Wiggle; noted the five-member Board that was suggested as a replacement for the CDC could include a preservationist; spoke in support of design professionals reviewing project plans.

Frank Montesinos, 205 Trafalgar, opined that the review of building designs should be conducted by professionally trained individuals; opined that a determination should be made as to which structures in the City qualify as historically significant, since age alone does not make a structure worthy of preservation.

Jay Gummerman stated the Community Design Commission provided valuable assistance to him in restoring his Spanish-style residence; concurred that at least one architect should serve on the City's design review body, but opined that the architect that is selected should be one who does not conduct business in San Clemente so as to avoid a potential conflict of interest.

In answer to Council inquiry, Jane Mertens, Community Design Commissioner, explained the means by which the listing of historic structures was originally established; noted that a refinement of the list is underway.

Dorothy Fuller, Vice President of the Historical Society, noted that a listing of historical structures exists which differentiates as to whether the designated structures are architecturally or historically significant.

**MOTION BY MAYOR PRO TEM ANDERSON, SECOND BY COUNCILMEMBER HAGGARD, to:** 1) limit the Community Design Commission's review of single-family and duplex residences to only those properties which abut a historic property/structure; 2) retain the Community Design Commission's review of triplex and fourplex residences situated within a 300' radius of a historic structure; 3) retain the Community Design Commission's review of all multi-family units in the City which consist of five or greater units; 4) direct Staff to initiate the appropriate amendments to City Codes, Standards and Guidelines to allow more administrative purview of new single-family and duplex development; 5) direct Staff to draft a revision to the City's Zoning Ordinance and Architectural Guidelines to specify criteria for the evaluation of impacts to historical structures; 6) schedule a future workshop to enable Council, Planning Commission and the Community Design Commission to review the criteria that constitutes a historic structure and that the City's listing of historical structures be refined; and 7) retain the existing system for sign review until such time as the City's sign review process, which is currently underway, is completed.


**SUBSTITUTE MOTION BY COUNCILMEMBER LORCH to** 1) maintain the current review process and continue requiring discretionary review by the Community Design Commission through the formal hearing process for all single-family developments within 300 feet of a historical structure; 2) enact a process to finish the City's design guidelines; 3) provide all Commissions with an active document list; 4) provide public relations training for all Commissions and Committees at an appropriate time; and 5) apprise the real estate community of those properties that are either historically significant, or situated within a historical district, to enable purchasers to become aware of review requirements; 6) schedule a future workshop to enable Council, Planning Commission and the Community Design Commission to review the criteria that constitutes a historic structure; and 7) retain the existing system for sign review. The Substitute Motion died for lack of a second.

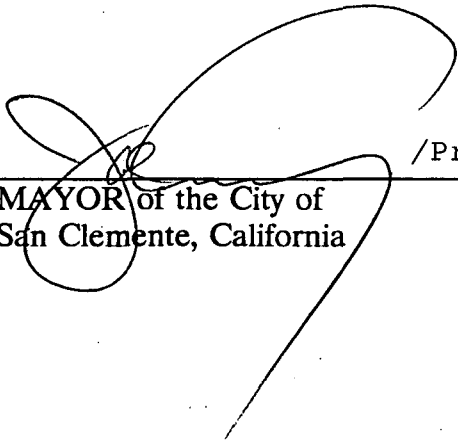
**THE ORIGINAL MOTION CARRIED 4-1 (COUNCILMEMBER LORCH VOTING NOE).**

**ADJOURNMENT**

MOTION BY COUNCILMEMBER BENEDICT, SECOND BY COUNCILMEMBER HAGGARD, CARRIED 5-0, to adjourn at 10:40 p.m. to September 18, 1991 at 6:30 p.m. in the Council Chambers, located at 100 Avenida Presidio, San Clemente, California.

The next Regular Council Meeting will be held on September 18, 1991 at 7:00 p.m. in the Council Chambers.

  
DEPUTY CITY CLERK of the  
City of San Clemente, California

  
MAYOR of the City of  
San Clemente, California

/Pro Tem





CITY OF SAN CLEMENTE  
AFFIDAVIT OF POSTING ORDER  
OF ADJOURNMENT OF MEETING

STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) SS.  
CITY OF SAN CLEMENTE )

I, MYRNA ERWAY, declare as follows:

That I am the City Clerk of the City of San Clemente; that at an Adjourned Regular City Council meeting held on September 11, 1991 said meeting was adjourned to the time and place specified in the ORDER OF ADJOURNMENT attached hereto; and that on September 12, 1991 at the hour of 1:45 p.m. a copy of said order was posted at a conspicuous place near the door at which said meeting was held.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on September 12, 1991 at San Clemente, California.

  
MYRNA ERWAY  
City Clerk

