

These minutes will be considered for approval at the Planning Commission meeting of 6-26-2024.

**MINUTES OF THE REGULAR MEETING  
OF THE CITY OF SAN CLEMENTE  
PLANNING COMMISSION  
May 22, 2024 @ 6:00 p.m.  
San Clemente City Hall Council Chamber  
910 Calle Negocio, San Clemente, CA 92673  
Teleconference via [www.san-clemente.org](http://www.san-clemente.org)**

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**CALL TO ORDER**

Chair Cosgrove called the Regular Meeting of the Planning Commission of the City of San Clemente to order at 6:15 p.m. The meeting was offered in person at San Clemente City Hall Council Chambers, 910 Calle Negocio, San Clemente, California, 92673, and also via live stream from the City's YouTube Channel.

**2. PLEDGE OF ALLEGIANCE**

Chair Pro Tem McCaughan led the Pledge of Allegiance.

**3. ROLL CALL**

Commissioners Present: Barton Crandell; Scott McKhann; Karen Prescott-Loeffler; Chair Pro Tem Gary P. McCaughan, M.D.; Chair Cameron Cosgrove

Commissioners Absent: Brent Davis; Vice Chair M. Steven Camp

Staff Present: Jonathan Lightfoot, City Planner  
Christopher Wright, Lead Project Planner  
Zach Rehm, Senior Planner  
David Carrillo, Associate Planner  
Gena Burns, Deputy City Attorney

*These minutes reflect the order in which items appeared on the meeting agenda and do not necessarily reflect the order in which items were actually considered.*

**4. SPECIAL ORDER OF BUSINESS/SPECIAL PRESENTATION**

None

**5. MINUTES**

A. Minutes from the Regular Meeting of the Planning Commission of May 8, 2024.

IT WAS MOVED BY COMMISSIONER CRANDELL, SECONDED BY CHAIR PRO TEM MCCAUGHAN, AND CARRIED 5-0, COMMISSIONER DAVIS AND

VICE CHAIR CAMP ABSENT, to receive and file the minutes from the May 8, 2024, Planning Commission Regular Meeting as revised.

**6. ORAL AND WRITTEN COMMUNICATION**

None

**7. CONSENT CALENDAR**

- A. General Plan Consistency Findings Fiscal Years 2025/2026 Capital Improvement Program (CIP)

A request for the Planning Commission to find the Fiscal Years 2025/2026 Capital Improvement Program is consistent with the Centennial General Plan.

This item is exempt from the California Environmental Quality Act (CEQA). It is not a “project” as defined in State CEQA Guidelines Section 15378. The activity is limited to administrative activities and organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

IT WAS MOVED BY CHAIR PRO TEM MCCAUGHAN, SECONDED BY COMMISSIONER PRESCOTT-LOEFFLER, AND CARRIED 5-0, COMMISSIONER DAVIS AND VICE CHAIR CAMP ABSENT, to approve the Consent Calendar.

**8. PUBLIC HEARING**

- A. Continued Public Hearing: Project (PHP) 23-083, Sea Cliff Hotel & Restaurant, 402 Pasadena Court

The Planning Commission will consider the development of an eleven-unit boutique motel and a restaurant with 25 outdoor seats at a historic property located at 402 Pasadena Court within the Pier Bowl. The project preserves the existing historic four-level residence and portions of the garden, including the fountains, and rehabilitates the runnel and lower terrace patio. Two new buildings are proposed on the southern portion of the property and a new garage is provided with access from Avenida Victoria.

The Planning Commission will also consider whether the project is categorically exempt from CEQA pursuant to State CEQA Guidelines 14 CCR §15301, Class 1: Existing Facilities, §15303, Class 3(c) New construction of small structures including motels with under 10,000 square feet of floor area; and §15332, Class 32: In-Fill Development Projects.

City Planner Lightfoot informed the Planning Commission that the applicant requested another continuance, and explained the re-noticing of the hearing.

IT WAS MOVED BY COMMISSIONER MCKHANN, SECONDED BY COMMISSIONER PRESCOTT-LOEFFLER, AND CARRIED 5-0, COMMISSIONER DAVIS AND VICE CHAIR CAMP ABSENT, to continue the hearing to June 5, 2024.

**9. NEW BUSINESS**

**A. Interpretation (INT) 24-045, Caretaker’s Unit on Shorecliffs Golf Course**

A request to interpret a golf course caretaker’s unit allowed within the Sector G Coastal Zone area of the Forster Ranch Specific Plan.

This item is exempt from the CEQA. It is not a “project” as defined in State CEQA Guidelines Section 15378. The activity is limited to general policies and procedure-making that will not result in direct or indirect physical changes in the environment.

Lead Project Planner Wright indicated the applicant was requesting to table the matter to a date uncertain to work with staff and consider changing their application.

IT WAS MOVED BY CHAIR COSGROVE, SECONDED BY CHAIR PRO TEM MCCAUGHAN, AND CARRIED 5-0, COMMISSIONER DAVIS AND VICE CHAIR CAMP ABSENT, to table the matter to a date uncertain.

**10. OLD BUSINESS**

None

**11. REPORTS OF COMMISSIONERS AND STAFF**

**A. Tentative Future Agenda**

City Planner Lightfoot reminded the Commission of expiring terms, the application deadline and interview dates. He informed the Commission that the Planning Commission’s vote on the Moses residence on Avenue La Cuesta had been appealed and he anticipated it to be heard at the Council’s second meeting in June. He provided an update on the Local Coastal Plan (LCP) grant application and transition to SB1 Ocean Protection Council grant, which would be used for ongoing site, search and selection of sand sources; staff augmentation; and geotechnical and parking issues.

In response to Chair Cosgrove, City Planner Lightfoot explained that the LCP Land Use Plan was completed but the Implementation Plan was not yet done, and once done Coastal Development permits would be issued by the City with the Coastal Commission retaining appeal authority. He explained statewide ongoing discussions of the definition of existing development in the Coastal Zone and the City’s desire for resolution of litigation prior to moving forward.

In response to Chair Cosgrove, City Planner Lighthoot stated the coastal bluffs would likely be within the appeal zone of Coastal Commission.

In response to Commissioner Crandell, City Planner Lighthoot provided an update on the Miramar project, indicating there was no intent for any work to cease and that the transition in ownership would most likely not affect use.

City Planner Lighthoot discussed upcoming projects of interest including the Bluffs at Boca and Hotel San Clemente. He alerted the Commission that he would be out of office next week.

Commissioner Prescott-Loeffler requested a construction schedule for Miramar. City Planner Lighthoot stated he would request a schedule but the City could not really hold them to it unless the building permit expired. He stated there were leases in place for the bowling alley and theater and construction delays would be a civil matter.

In response to Commissioner Mckhann, City Planner Lighthoot provided an update on the sand replenishment project and stated they were pleased with the quality of sand on the second effort.

B. Administrative Development Permit Report

12. **ADJOURNMENT**

THESE BEING NO OTHER BUSINESS BEFORE THE COMMISSION, IT WAS MOVED BY COMMISSIONER MCKHANN, SECONDED BY COMMISSIONER PRESCOTT-LOEFFLER, AND CARRIED 5-0, COMMISSIONER DAVIS AND VICE CHAIR CAMP ABSENT, TO ADJOURN THE MEETING AT 6:45 P.M. TO THE REGULAR PLANNING COMMISSION MEETING TO BE HELD IN-PERSON ON JUNE 5, 2024, AT 6:00 P.M., AT THE SAN CLEMENTE CITY HALL COUNCIL CHAMBERS LOCATED AT 910 CALLE NEGOCIO, 2<sup>nd</sup> FLOOR, SAN CLEMENTE, CALIFORNIA.

Respectfully submitted,

Cameron Cosgrove, Chairman

Attest:

Jonathan Lighthoot, City Planner