

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

**MINUTES OF THE STUDY SESSION
OF THE CITY OF SAN CLEMENTE
PLANNING COMMISSION
May 22, 2024 @ 5:00 p.m.
San Clemente City Hall Council Chamber
910 Calle Negocio, San Clemente, CA 92673
Teleconference via www.san-clemente.org**

CALL TO ORDER

Chair Cosgrove called the Study Session of the Planning Commission of the City of San Clemente to order at 5:00 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.

ROLL CALL

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

Commissioners Absent: Brent Davis; Karen Prescott-Loeffler; and Vice Chair M. Steven Camp

Staff Present: Jonathan Lightfoot, City Planner
Zachary Ponsen, Assistant City Engineer
Christopher Wright, Lead Project Planner
Zach Rehm, Senior Planner
David Carrillo, Associate Planner
John Ciampa, Contract 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.

A. San Clemente Sidewalk Program

A discussion on the City's program for sidewalks in regards to Municipal Code requirements, project conditions of approval, and the design considerations for implementing policies and requirements.

Assistant City Engineer Ponsen presented a PowerPoint outlining the sidewalk program including methods of obtaining new sidewalk; historic tile sidewalk areas; types of tile allowed; and various sidewalks throughout the City.

Commissioner Crandell stated the only neighborhood with consistent sidewalks was El Camino at Surf Zone; historic tiles could not be duplicated; and need to be uniform,

available and reasonable priced. He questioned whether it was Historic Society desire and if it changed the City's character to have red sidewalks. He suggested the practical approach was to allow concrete sidewalks with five- or six-foot expansion joints. Assistant City Engineer Ponsen explained that the red tile was determined as a historic resource. He displayed images of patchwork repairs and discussed the expensive cost of tile and failure of the historic tile. He discussed the staff time required to manage the 50-50 cost share of trip hazard repairs.

Commissioner McKhann confirmed that driveway approaches and sidewalks required an encroachment permit required Class A or C8 and discussed associated costs. Assistant City Engineer Ponsen stated requirements prohibited Class B licensees to pour public concrete due to licensing board standards.

Chair Pro Tem McCaughan discussed the mismatch HOA areas. Assistant City Engineer Ponsen stated the mismatched areas were El Camino Real and the Southwest area. Chair Pro Tem McCaughan suggested against retaining tile in the residential areas. Assistant City Engineer Ponsen explained that sidewalks were not required in older developments and were now inconsistently required.

Lead Project Planner Wright discussed the 2006 reassessment of historic tile and the consultant recommendation that tiles were a historic site versus historic structure. He explained that the Council could initiate a new assessment, with potential environmental review, to consider removing historic tile as a historic site.

In response to Chair Cosgrove, Assistant City Engineer Ponsen stated residents were surprised by the requirement and inconsistency. Chair Cosgrove indicated there was value to consistency and asked if it was a problem that needed fixing. He suggested simplification, since the current result was eclectic, confusing and arbitrary.

Chair Pro Tem McCaughan discussed the complicated matter and changes to building and street designs over the last 100 years.

Chair Cosgrove suggested a clear set of rules that were reasonable and consistent.

Assistant City Engineer Ponsen suggested determining a plan for consistency, and an option for tile west of the 5 Freeway.

Lead Project Planner Wright explained the Strategic Implementation Program (SIP) outlines Council project priorities for staff to pursue on with staff time not devoted to ongoing operations. The Planning Commission could forward a recommendation to Council to prioritize a project for sidewalks. In the short-term, one option is for the Council to update sidewalk policy to standardize which material should be used. The long-term solution is to address sidewalks when the Design Guidelines are updated. Assistant City Engineer Ponsen stated the sidewalk policy needed to be updated.

Chair Cosgrove indicated the Planning Commission was available to support staff in cleaning up the policy.

In response to Commissioner Crandell, City Planner Lightfoot discussed means of obtaining Council authorization.

Commissioner McKhann suggested grey concrete for consistency.

ADJOURNMENT

THERE BEING NO OTHER BUSINESS BEFORE THE COMMISSION, IT WAS MOVED BY COMMISSIONER MCKHANN, SECONDED BY CHAIR PRO TEM MCCAUGHAN, AND APPROVED 4-0, COMMISSIONERS DAVIS, PRESCOTT-LOEFFLER, AND VICE CHAIR CAMP TO ADJOURN THE MEETING AT 6:04 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, 2nd FLOOR, SAN CLEMENTE, CALIFORNIA.

Respectfully submitted,

Cameron Cosgrove, Chairman

Attest:

Jonathan Lightfoot, City Planner

DRAFT