



AGENDA FOR THE REGULAR MEETING OF THE DESIGN REVIEW SUBCOMMITTEE

Wednesday, May 12, 2021

4:00 P.M.

Council Chambers
100 Avenida Presidio
San Clemente, CA 92672

**THIS DESIGN REVIEW SUBCOMMITTEE MEETING WILL BE CONDUCTED
VIA TELECONFERENCE.**

Public Participation in Design Review Subcommittee Meetings During Coronavirus Pandemic

To help prevent the spread of the coronavirus, the following practices are being implemented:

- 1) Citizens are invited to listen to the meeting via live stream from the City's YouTube channel at www.san-clemente.org/live.
- 2) **How to Submit Comments to the Design Review Subcommittee:**

The public is invited to provide comments to the Design Review Subcommittee concerning items appearing on the Committee meeting agenda. Members of the public are requested to submit their comments by completing the Public Comment Submittal portal available from the City's website at www.san-clemente.org/DRSCPpublicComment. Users of the on-line portal must indicate whether they wish their comments to be read aloud at the Design Review Subcommittee meeting, or forwarded to Subcommittee members via email. All comments become part of the public record. Comments to be read at the meetings are limited to a maximum of three minutes per speaker per item and will only be read if they are received prior to the commencement of the item to which the comment pertains. Comments received after deliberations begin will not be read at the meeting, but will be email to Subcommittee members after the meeting.

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 #100, San Clemente, CA during normal business hours.

1. APPROVAL OF MINUTES

[Minutes from the April 28, 2021 meeting.](#)

2. ARCHITECTURAL REVIEW OF THE FOLLOWING ITEMS:

A. [Minor Cultural Heritage Permit 20-083, 1815 Calle De Los Alamos, Lindbom Residence](#) (Wright)

A request to allow exterior alterations and add 91 square feet to a historic residence at 1815 Calle De Los Alamos with a City Mills Act agreement.

B. [Master Project 21-002, Project Summer, APNs 688-151-03 and 688-151-04](#) (Roxas)

A request to develop two vacant industrial parcels located at the terminus of Calle Cordillera and Calle Sombra in the Rancho San Clemente Business Park. The proposal includes construction of a 97,962 square foot e-commerce delivery station with a delivery van queueing area and parking storage for fleet automobiles and vans.

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 Regular Meeting of the Design Review Subcommittee will be held Wednesday, May 26, 2021 at 4:00 p.m. via teleconference.