

**CITY OF DANA POINT
PLANNING COMMISSION
REGULAR MEETING ACTION AGENDA**

September 9, 2013
6:00 – 6:28 p.m.

City Hall Offices
Council Chamber (#210)
33282 Golden Lantern
Dana Point, CA 92629

CALL TO ORDER – Chairman Newkirk called the meeting to order.

PLEDGE OF ALLEGIANCE – Commissioner O'Connor led the Pledge of Allegiance.

ROLL CALL

Commissioners Present: Vice-Chairwoman Liz Claus, Commissioner Denton, Chairman Gary Newkirk, Commissioner April O'Connor, and Commissioner Susan Whittaker

Staff Present: Ursula Luna-Reynosa (Director), John Tilton (City Architect/Planning Manager), Jennifer Farrell (Assistant City Attorney), Evan Langan (Associate Planner), and Denise Jacobo (Planning Secretary)

A. APPROVAL OF MINUTES

ITEM 1: Minutes of the regular Planning Commission Meeting of August 12, 2013.

ACTION: Motion made (O'Connor) and seconded (Denton) to approve the Minutes of the regular Planning Commission Meeting of August 12, 2013. Motion carried 5-0. (AYES: Claus, Denton, Newkirk, O'Connor, Whittaker NOES: None ABSENT: None ABSTAIN: None)

B. PUBLIC COMMENTS

There were no Public Comments.

C. CONSENT CALENDAR

There were no items on the Consent Calendar.

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D. PUBLIC HEARINGS

ITEM 2: Coastal Development Permit CDP13-0004 and Variance V13-0001 to allow the addition of 759 square feet, the conversion of 997 square feet of former garage to habitable space, the construction of 954 square feet of new garage space, and; a Variance to construct the new garage within the required 20 foot front-yard setback, on land located within the City's Coastal Overlay District and containing a coastal bluff at 73 Monarch Bay Drive.

Applicant: Andrade Architects (Stan Andrade)

Property Owner: Peter Burke

Location: 73 Monarch Bay Drive

Request: Approval of a Coastal Development Permit to allow additions in excess of 10 percent of existing square footage on land located within the City's Coastal Overlay District (the California Coastal Zone) and the Appeals Jurisdiction of the California Coastal Commission, and a variance to permit a reduction in the property's required front-yard setback.

Environmental: Pursuant to the California Environmental Quality Act (CEQA), staff finds the project is Categorically Exempt per Section 15301 (e) (Class 1 – Existing Facilities).

Recommendation: That the Planning Commission adopt the attached Draft Resolution approving Coastal Development Permit CDP13-0004 and Variance V13-0001.

There was one (1) request to speak.

ACTION: Motion made (Denton) and seconded (Claus) to adopt Resolution No. 13-09-09-20 approving Coastal Development Permit CDP13-0004 and Variance V13-0001 to allow the addition of 759 square feet, the conversion of 997 square feet of former garage to habitable space, the construction of 954 square feet of new garage space, and; a variance to construct the new garage within the required 20 foot front-yard setback, on land located within the City's Coastal Overlay District and containing a coastal bluff at 73 Monarch Bay Drive. Motion carried 5-0. (AYES: Claus, Denton, Newkirk, O'Connor, Whittaker NOES: None ABSENT: None ABSTAIN: None)

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E. NEW BUSINESS

There were no New Business items.

F. STAFF REPORTS

Ursula Luna-Reynosa (Director of Community Development) reported on the previous discussion regarding the Planning Commission “minutes.” She stated that staff is researching various options and more information will be provided to the Commission. In the interim, the regular minutes will continue with the regular format.

G. COMMISSIONER COMMENTS

Commissioner O'Connor suggested changing the regular meeting date for the Planning Commission from Monday to Tuesday evenings.

Commissioner Whittaker stated that she would support Tuesday night.

Commissioner Denton also supported Tuesday night meetings.

Vice-Chairwoman Claus stated that she anticipates a conflict with Tuesday meetings because of upcoming work which could include traveling on weekdays.

Chairman Newkirk also stated that he has similar weekday travel obligations which tend to run through the weekends.

The request was tabled for consideration until the next Planning Commission meeting of September 23, 2013.

Ursula Luna-Reynosa (Director of Community Development) stated that she would look into scheduled Council Chamber meetings and possible logistics.

Commissioner Whittaker spoke about how great it is to have the Tall Ships Festival in Dana Point.

Vice-Chairwoman Claus stated that it was a spectacular weekend with the combination of the Tall Ships and the Elephants Parade art exhibition.

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Commissioner Denton echoed his fellow Commissioner comments, and “took his hat off” to Mike Killebrew (Director of Administrative Services) and the local hotels’ “Tourism Business Improvement District” (TBID) Advisory Board for bringing the Elephant Parade to town.

Chairman Newkirk also stated he had a great time with the family at the Tall Ships event.

H. ADJOURNMENT

Chairman Newkirk announced that the *next* meeting of the Planning Commission will be held on Monday, September 23, 2013, beginning at 6:00 p.m. (or as soon thereafter) in the City Council Chamber located at 33282 Golden Lantern, Suite 210, Dana Point, California.

The meeting adjourned at 6:28 p.m.