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**CITY OF DANA POINT  
PLANNING COMMISSION  
REGULAR MEETING MINUTES**

October 20, 2004  
7:01-7:21 p.m.

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

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**CALL TO ORDER** – Chairman Denton called the meeting to order.

**PLEDGE OF ALLEGIANCE** – Commissioner Schoeffel led the Pledge of Allegiance.

**ROLL CALL**

Commissioners Present: Chairman Norman Denton, Vice-Chairwoman April O'Connor, Commissioner Greg Powers, Commissioner J. Scott Schoeffel, and Commissioner Steven Weinberg

Staff Present: John Tilton (City Architect/Planning Manager), Todd Litfin (Assistant City Attorney), Robert Kain (Permit Coordinator), and Bobbi Ogan (Planning Secretary)

**A. APPROVAL OF MINUTES**

**ITEM 1:** Minutes of the regular Planning Commission Meeting of October 6, 2004.

**ACTION:** Motion made (O'Connor) and seconded (Schoeffel) to approve the Minutes of the regular Planning Commission Meeting of September 15, 2004. Motion carried 5-0. (AYES: Denton, O'Connor, Powers, Schoeffel, Weinberg 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 CDP04-13 to allow construction of an addition to an existing single-family residence within the Coastal Overlay District.**

Applicant/

Owner: Manfred R. Helmrich

Location: 33861 Mercator Isle

Request: Request for a Coastal Development Permit (CDP04-13) to allow the construction of an addition to and remodel of an existing single-family residence.

Environmental: This project is Categorically Exempt, Section 15303 (Class 1 – Existing Facilities), from provisions set forth in the California Environmental Quality Act (CEQA), in that it involves construction of an addition to an existing single-family residence of less than 10,000 square feet where the project is in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the area in which the project is located is not environmentally sensitive.

Recommendation: That the Planning Commission adopt a Resolution approving Coastal Development Permit CDP04-13.

**Robert Kain** (Permit Coordinator) reviewed the staff report.

**Chairman Denton opened the Public Hearing.**

**Manfred Helmrich** (Dana Point) stated that the home was built in 1971 and that it was due for a remodel.

**Chairman Denton closed the Public Hearing.**

**ACTION: Motion made (Schoeffel) and seconded (Weinberg) to adopt Resolution 04-10-20-46 approving Coastal Development Permit CDP04-13. Motion carried 5-0. (AYES: Denton, O'Connor, Powers, Schoeffel, Weinberg NOES: None ABSENT: None ABSTAIN: None)**

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**E. PUBLIC MEETINGS**

There were no Public Meetings.

**F. OLD BUSINESS**

There was no Old Business.

**G. NEW BUSINESS**

There was no New Business.

**H. STAFF REPORTS**

**John Tilton** (City Architect/Planning Manager) reported that the next Planning Commission meeting would have a number of items on the agenda; a sign program, a Variance, and it was confirmed today that the Headlands Development Agreement would also be considered. He stated that if any of the Commissioners had any questions on any of the projects on the Agenda, to please contact himself or Kyle Butterwick.

**Todd Litfin** (Assistant City Attorney) stated that the Headlands Development Agreement was a work in progress and that it was staff's intent to have the item ready for the next meeting. He reported that the City was sued last week on the mobile home park closure decision made by the City Council. He stated that it was in the context of a writ proceeding so a schedule would be set and a hearing would be held in front of a judge.

**I. COMMISSIONER COMMENTS**

**Commissioner Schoeffel** wished the council candidates luck with the upcoming election.

**Vice-Chairwoman O'Connor** stated that regardless of the election's outcome, she won't be disappointed because she will still be on the Planning Commission working with very good people.

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**J.     ADJOURNMENT**

**Chairman Denton** announced that the *next regular* meeting of the Planning Commission would be held on Wednesday, November 3, 2004, beginning at 7:00 p.m. (or as soon thereafter) in the Council Chamber located at 33282 Golden Lantern, Suite 210, Dana Point, California.

**The meeting was adjourned at 7:21 p.m.**

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Norman Denton, Chairman  
Planning Commission