

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

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October 12, 2015  
6:03 – 7:25 p.m.

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

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**CALL TO ORDER**

Chairwoman O'Connor called the Regular Meeting of the Dana Point Planning Commission to order at 6:03 p.m.

**PLEDGE OF ALLEGIANCE**

Deputy City Attorney Jennifer Farrell led the Pledge of Allegiance.

**ROLL CALL**

Planning Commission Members Present: Chairwoman April O'Connor, Vice-Chairman Eric Nelson, Commissioner Liz Claus, Commissioner Scott McKhann, and Commissioner Danni Murphy

Staff Present: Ursula Luna-Reynosa (Community Development Director), John Tilton (City Architect/Planning Manager), Evan Langan (Associate Planner), Jennifer Farrell (Deputy City Attorney), and Shayna Sharke (Senior Administrative Assistant).

**A: APPROVAL OF MINUTES**

**ITEM 1: Minutes of the regular Planning Commission Meeting of September 28, 2015.**

**ACTION: Motion made (Murphy) and seconded (McKhann) to approve the Minutes of the Regular Planning Commission Meeting of September 28, 2015. Motion carried 5-0-0. (AYES: Claus, McKhann, Murphy, Nelson, and O'Connor NOES: None ABSENT: None ABSTAIN: None)**

**B. PUBLIC COMMENTS**

There were no requests to speak.

**C. CONSENT CALENDAR**

**ITEM 2: Referral of Coastal Development Permit to City Council**

Applicant/Owner: City of Dana Point

Request: To refer action on a Coastal Development Permit to the City Council

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Recommendation: That the Planning Commission refer action on a Coastal Development Permit regulating hours of operation of public facilities, including the Mid-Strand Beach Access and Central Strand Beach Access located at the Dana Point Strand Beach Access located at the Dana Point Headlands, to the City Council.

**ACTION:** Motion made (Nelson) and seconded (Claus), to refer action on a Coastal Development Permit regulating hours of operation of public facilities, including the Mid-Strand Beach Access and Central Strand Beach Access located at the Dana Point Strand Beach Access located at the Dana Point Headlands, to the City Council. Motion carried 5-0-0.  
**(AYES:** Claus, McKhann, Murphy, Nelson, and O'Connor **NOES:** None  
**ABSENT:** None **ABSTAIN:** None)

**D. PUBLIC HEARINGS**

**ITEM 3:** Tentative Parcel Map TPM 15-0001 and Coastal Development Permit CDP15-0006 to allow the development of three detached residential units on a currently vacant parcel within the Dana Point Specific Plan area and located at 24501 Santa Clara Avenue

Applicant: Sergio Sendowsky / Knitter Partners International

Location: 24501 Santa Clara Avenue

Recommendation: That the Planning Commission adopt the attached draft resolution approving Tentative Parcel Map TPM15-0001, and Coastal Development Permit CDP15-0006.

Environmental: Pursuant to the California Environmental Quality Act (CEQA), the project is found to be Categorically Exempt per Section 15303 (Class 3 – New construction or conversion of small structures).

Request: Approval of a Tentative Parcel Map and Coastal Development Permit to allow the development of a currently vacant lot with three detached dwelling units. Approval of the parcel map is requested to approve the units as condominiums for individual ownership.

**Commissioner Claus** recused herself from this item due to the close proximity of the project to her property. She exited Council Chambers at 6:07 p.m.

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John Tilton (City Architect/Planning Manager) provided a staff report and responded to questions of the Commission.

**Chairwoman O'Connor opened the Public Hearing at 6:23 p.m.**

Kate Botting (Resident) questioned the intrusion from this project on the surrounding neighbors.

Richard Price (Landscape Architect) stated that the project is in compliance in all items and fits well with the neighborhood. He added that the landscaping complies with State watering requirements and consists of succulents, dry creek bed and trees.

**Chairwoman O'Connor closed the Public Hearing at 6:28 p.m.**

John Tilton stated that the neighboring property to the east (down-slope) is approximately 5 feet below the proposed site. Measuring from the neighboring site, the height is 30 feet. Measuring on-site, the proposed height is 25 feet.

Commissioner McKhann asked for clarification on recording the parcel map.

Director Luna-Reynosa clarified that the City typically doesn't condition the timing of recordation of a final map; however a final map must be recorded prior to sale of individual units.

John Tilton replied that the development of the homes and the map are separate and not dependent on each other.

Commissioner McKhann asked if CC&Rs would need to be recorded.

John Tilton clarified that CC&Rs would be required if the individual units were to be for sale, condominiums.

Commissioner McKhann stated that he is in support of the project.

Vice-Chairman Nelson stated that he appreciates the details and design and is in support of the project.

Commissioner Murphy stated that she appreciates the environmentally sensitive landscaping and is in support of the project.

Chairwoman O'Connor stated that she is in favor of the project. She likes the articulation on the façade.

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**ACTION:** Motion made (McKhann) and seconded (Nelson), to adopt Resolution No. 15-10-12-27, approving Tentative Parcel Map TPM15-0001, and Coastal Development Permit CDP15-0006 to allow three detached residential units on a currently vacant parcel located at 24501 Santa Clara Avenue. Motion carried 4-0-1. (AYES: McKhann, Murphy, Nelson, and O'Connor NOES: None ABSENT: None ABSTAIN: Claus)

**Commissioner Claus** re-entered Council Chambers at 6:37 p.m.

**ITEM 4:** Coastal Development Permit CDP15-0007 to allow expansion of an existing, single-family dwelling and attached garage on a coastal bluff within the Residential Single-Family 4 (RSF-4) Zoning District at 37 Monarch Bay Drive

Applicant            Bernie Walsh

Location:            37 Monarch Bay Drive (APN: 670-141-35)

Recommendation: That the Planning Commission adopt the attached Draft Resolution approving Coastal Development Permit CDP15-0007.

Environmental:       Pursuant to the California Environmental Quality Act (CEQA), the project is found to be Categorically Exempt per Section 15301 (Class 1 – Existing Facilities) in that the project proposes nominal additions to an existing single-family dwelling.

Request:            Approval of a Coastal Development Permit to allow the addition of 1,664 square feet of floor area as well as a new, 904 square foot, three-vehicle garage, to an existing, 4,093 square foot single-family dwelling located on a coastal bluff within the City's Coastal Overlay District and the appeals jurisdiction of the California Coastal Commission.

Evan Langan (Associate Planner) provided a staff report and responded to questions of the Commission.

**Chairwoman O'Connor opened the Public Hearing at 6:49 p.m.**

Stan Andrade (Architect) stated that he is available to answer any questions of the Planning Commission. He added that a prior Coastal Development Permit had been approved, but the scope of work has been changed from a tear-down to a remodel as shown in the current application.

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Evan Langan added that a letter of correspondence was received from Kaufman and Associates Home Theater Design addressing the music room. The letter stated that the music room will be highly isolated and sound would be as well.

**Chairwoman O'Connor closed the Public Hearing at 6:52 p.m.**

Commissioner Murphy spoke in favor of the project. She added that she is glad that the existing house is not being torn down and appreciates that the architect is working with the existing structure and HOA approval.

Vice-Chairman Nelson appreciates that a mid-century modern style house is not being torn down and is in support of the project.

Commissioner McKhann stated that he likes the design of the project and is in support.

Commissioner Claus stated that she is in support of the project.

Chairwoman O'Connor stated that she is in support of the project. She added that the letter from Kaufman and Associates was helpful in alleviating concerns regarding noise from the music room.

**ACTION:** Motion made (Murphy) and seconded (Claus) to adopt Resolution No. 15-10-12-28, approving Coastal Development Permit CDP15-0007 approving expansion of an existing, single-family dwelling and attached garage on a coastal bluff within the Residential Single Family-4 (RSF-4) Zoning District at 37 Monarch Bay Drive. Motion carried 5-0-0. (AYES: Claus, McKhann, Murphy, Nelson, and O'Connor NOES: None ABSENT: None ABSTAIN: None)

**E. OLD BUSINESS**

There was no Old Business.

**F. NEW BUSINESS**

**ITEM 5:** Sign Program Permit SPP15-0004 to allow a Sign Program for Starbucks Coffee located at 34122 Pacific Coast Highway in the City's Town Center / Lantern District

Applicant      Edward K. Frank and Emily Hom

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Location: 34122 Pacific Coast Highway (APN: 682-283-20)  
34162 Granada Drive (APN: 682-283-21)

Recommendation: That the Planning Commission adopt the attached draft Resolution approving Sign Program Permit SPP15-0004 for 34122 Pacific Coast Highway and 34162 Granada Drive.

Environmental: Pursuant to the California Environmental Quality Act (CEQA), the project is categorically exempt per Section 15301 of the CEQA Guidelines (Class 1 – Existing Facilities) in that the project consists of a minor alteration of an existing structure.

Request: Approval of a Sign Program for a single-tenant commercial building and adjacent parking lot located within the City's Lantern District.

Evan Langan (Associate Planner) provided a staff report and responded to questions of the Commission.

**Chairwoman O'Connor opened the Public Hearing at 7:16 p.m.**

Spencer Regnery (Applicant Representative) stated that he is available to answer any questions of the Planning Commission. He added that the "Drive Thru" copy on the monument sign will be removed.

**Chairwoman O'Connor closed the Public Hearing at 7:17 p.m.**

Vice-Chairman Nelson stated that he is glad to see the adjustment of traffic flow. He added that the proposal is an appropriate amount of signage in this day and age. He is in support of the sign program approval.

Commissioner McKhann stated that the application was well thought through and he appreciates their cooperation with the City.

Commissioner Claus stated that the new drive-thru plan is much better than it was, but there are too many additional signs. She added that pedestrians should also be considered.

Commissioner Murphy stated that the reconfiguration of the drive-thru demands more signs and is in favor of the sign program.

Chairwoman O'Connor stated that it does appear to be a large number of signs, but agrees that more directional signs are required for safety. She is in favor of the sign program.

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**ACTION:** Motion made (Nelson) and seconded (McKhann) to adopt Resolution No. 15-10-12-29, approving Sign Program Permit SPP15-0004 for a sign program for Starbucks Coffee located at 34122 Pacific Coast Highway and 34162 Granada Drive. Motion carried 5-0-0. (AYES: Claus, McKhann, Murphy, Nelson, and O'Connor NOES: None ABSENT: None ABSTAIN: None)

**G. STAFF REPORTS**

There were no Staff Reports.

**H. COMMISSIONER COMMENTS**

**Commissioner McKhann** congratulated Brad Fowler (Director of Public Works) on the opening of two-way traffic on Del Prado. He appreciates seeing Matt Sinacori (City Engineer) on-site making sure everything is running smoothly.

**Vice-Chairman Nelson** agreed that the two-way traffic on Del Prado flows nicely and is very pleasant.

**Commissioner Murphy** also stated that she enjoys the drive on Del Prado. She added that the trees and medians are beautiful.

**Chairwoman O'Connor** expressed her gratitude to the Public Works Department and City Staff for a job well done on Del Prado.

**I. ADJOURNMENT**

Chairwoman O'Connor adjourned the meeting at 7:25 p.m. and announced that the *next* Regular Meeting of the Planning Commission would be held on Monday, October 26, 2015, 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.