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

April 7, 2004
7:01-8:27 p.m.

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

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

PLEDGE OF ALLEGIANCE – Commissioner Powers 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: Kyle Butterwick (Director), Todd Litfin (Assistant City Attorney), Sonia Pierce (Planning Consultant), Brenda Chase (Associate Planner), and Bobbi Ogan (Planning Secretary)

A. APPROVAL OF MINUTES

ITEM 1: Minutes of the regular Planning Commission Meeting of March 17, 2004. (FF# 0120-10/PC Minutes/PC Secretary Binder) [BO]

ACTION: Motion made (O'Connor) and seconded (Powers) to approve the Minutes of the regular Planning Commission Meeting of March 17, 2004. Motion carried 4-0-1. (AYES: O'Connor, Powers, Schoeffel, Weinberg NOES: None ABSENT: None ABSTAIN: Denton)

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: Administrative Coastal Development Permit CDP04-01A to allow for the construction of a new 3,704 square foot, one-story, single family residence with 787 square feet of attached garage space.
(FF# 0610-80/CDP04-01A/Sea Island Drive, 32705) [SP]

Applicant/

Owner: Dale Stinchfield

Location: 32705 Sea Island Drive

Request: An Administrative Coastal Development Permit to allow the demolition of an existing 2,798 square foot single-family residence and attached 787 square foot garage, and the construction of a new 3,704 square foot single-family residence with an attached 787 square foot garage.

Environmental: This project qualifies as a Class 3 (Section 15303) Categorical Exemption from the provisions set forth in the California Environmental Quality Act (CEQA), in that it involves construction of a single-family residence.

Recommendation: That the Planning Commission adopt the attached Resolution approving Coastal Development Permit CDP04-01A.

There was one (1) request to speak on this item.

ACTION: Motion made (Schoeffel) and seconded (Powers) to adopt Resolution 04-04-07-14 approving Administrative Coastal Development Permit CDP04-01A. Motion carried 5-0. (AYES: Denton, O'Connor, Powers, Schoeffel, Weinberg NOES: None ABSENT: None ABSTAIN: None)

ITEM 3: A proposal to demolish a 1,140 square foot residence with a 396 square foot detached garage and to construct a new 3,800 square foot single-family residence and a 950 square foot attached garage on an 8,000 square foot through lot with a 40% slope. A Variance is requested to increase the height of the structure from 28-feet to 37-feet. A Site Development Permit is required to allow 9-foot high retaining walls at the garage entrance of the site for property located at 33951 Barcelona Place: Variance V04-02/Site Development permit SDP04-12M.
(FF# 0610-50/V04-02/SDP04-12M/Barcelona Place, 33951) [SP]

Applicant: Craig Hampton

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Owner: David and Wendy Sylvester
Location: 33951 Barcelona Place

Request: Approval of a Variance to permit the construction of a single-family residence that exceeds the height limits by 9 feet and a Site Development Permit to allow retaining walls 6.5-feet above the 30-inch height limit.

Environmental: This project is categorically exempt (Class 3 – Section 15303 – New Construction) from the provisions of the California Environmental Quality Act (CEQA) because it consists of the construction of a new dwelling unit.

Recommendation: That the Planning Commission adopt the attached Resolution approving Variance V04-02 and Minor Site Development Permit SDP04-12M.

There were three (3) requests to speak on this item.

ACTION: Motion made (Powers) and seconded (Schoeffel) to adopt Resolution 04-04-07-15 approving Variance V04-02 and Minor Site Development Permit SDP04-12M. Motion carried 5-0. (AYES: Denton, O'Connor, Powers, Schoeffel, Weinberg NOES: None ABSENT: None ABSTAIN: None)

ITEM 4: Site Development Permit (SDP04-13) for an addition to an existing historical structure.
(FF# 0600-30/SDP04-13/Camino El Molino, 34162) [BC]

Applicant/
Owners: Jim and Sandie Howard
Location: 34162 Camino El Molino

Request: For an addition to an existing historical single-family residence.

Environmental: The proposed project is categorically exempt under Sections 15301 of the California Environmental Quality Act (Class 1 – Existing Facilities).

Recommendation: That the Planning Commission adopt the attached Resolution approving Site Development Permit SDP04-13.

There was one (1) request to speak on this item.

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ACTION: Motion made (Schoeffel) and seconded (O'Connor) to adopt Resolution 04-04-07-16 approving Site Development Permit SDP04-13. Motion carried 5-0. (AYES: Denton, O'Connor, Powers, Schoeffel, Weinberg NOES: None ABSENT: None ABSTAIN: None)

E. PUBLIC MEETINGS

ITEM 5: Sign Program SPP04-01 allowing for the creation of a Sign Program for a newly constructed office/retail building located at 24691 Del Prado. (FF# 0680-10/SPP04-01/Del Prado, 24691) [BC]

Applicant/

Owner: Whitfield Associates

Location: 24691 Del Prado

Request: A Sign Program to create compatible signage with an existing building.

Environmental: The proposed project qualifies as a Class 11 (Section 15311) pursuant to the applicable provisions of the California Environmental Quality Act (CEQA) in that it involves the construction of on-premise signs.

Recommendation: That the Planning Commission adopt the attached Resolution approving Sign Program SPP04-01.

There were no requests to speak on this item.

ACTION: Motion made (O'Connor) and seconded (Weinberg) to adopt Resolution 04-04-07-17 approving Sign Program SPP04-01. Motion carried 5-0. (AYES: Denton, O'Connor, Powers, Schoeffel, Weinberg NOES: None ABSENT: None ABSTAIN: None)

F. OLD BUSINESS

There was no Old Business.

G. NEW BUSINESS

There was no New Business.

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H. STAFF REPORTS

Kyle Butterwick (Director) – reported that an appeal had been received on the recent height Variance on Robles Drive that the Commission had approved.

He stated that three (3) Councilmembers had spent _ a day last Friday interviewing an additional design firm from San Francisco for the Town Center Specific Plan. He added that Staff hopes to take a recommendation to Council at their second meeting in April to select a consultant for that project.

He stated that next week, City Staff would be traveling to Santa Barbara to attend a meeting of the Coastal Commission for the purpose of a one-year extension of time on the Headlands. He added that Coastal Commission Staff has been very slow in providing the City with the suggested modifications and other legal documents that reflect the Coastal Commission's actions from January. He stated that as a result, the Commissioner's themselves are approaching a violation of the time constraints to respond and provide information to local agencies so they had initiated the one-year extension of time to complete their own obligations to ratify these documents. He added that the City would be asking for a shortened time period to try and keep the Coastal Commission Staff motivated.

I. COMMISSIONER COMMENTS

Commissioner Schoeffel stated that he had enjoyed the joint meeting and that he found it informative and useful. He added that he would endorse holding a joint meeting more often.

Commissioner Weinberg stated that the Planners Institute was very beneficial. He added that at the conference he learned that some cities have a mentorship program where each Planning Commissioner is paired up with a Councilmember. He stated that they meet every six to eight weeks to discuss their various issues. He added that he would like to see Dana Point try that type of program.

Chairman Denton stated that most City Council's do meet with their Planning Commissioners on a regular basis and felt that it would be good for Dana Point to do the same. He reported that at the Planners Institute that they saw a great presentation provided by a photographer who showed before and after pictures from all over the United States. He felt it would be helpful for the City to view the presentation.

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Vice-Chairwoman O'Connor felt that the joint meeting was beneficial and stated that she would like the Planning Commission to meet with the City Council once or twice a year. She reported that at the Planners Institute that there was discussion on appeals and she felt that the City should investigate raising its appeal fee. She stated that when a Variance for height is requested, that she would like to know what the heights of the surrounding homes are. She felt that this information is important when considering the request.

Commissioner Powers stated that he was glad to hear that the Commissioners had a good experience with the Planners Institute and the concept that you have found something about Town Center that you could hook into and create some excitement in that regard. He added that it was going to require a lot of effort and energy on everyone's part to make this Town Center something we can all be proud of. He felt that the joint meeting was a great benefit and that it was nice to hear the Councilmembers express their interest in the Town Center.

J. ADJOURNMENT

Chairman Denton announced that the *next regular* meeting of the Planning Commission would be held on Wednesday, April 21, 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 adjourned at 8:27 p.m.