

**CITY OF DANA POINT
PLANNING COMMISSION
SPECIAL & REGULAR MEETING ACTION MINUTES**

October 23, 2017
4:06 P.M. – 6:19 P.M.

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

CALL TO ORDER SPECIAL MEETING

Chairman McKhann called the Special Meeting of the Dana Point Planning Commission to order at 4:06 p.m.

ROLL CALL

Planning Commission Members Present: Chairman Scott McKhann, Vice-Chair Danni Murphy, Commissioner Mary Opel, Commissioner Eric Nelson, Commissioner Roy Dohner

Staff Present: Jennifer Farrell (Deputy City Attorney), Matt Schneider (Planning Manager), Sean Nicholas (Senior Planner), Kurth Nelson (Principal Planner), Danny Giometti (Associate Planner), and Shayna Sharke (Senior Administrative Assistant)

A. SPECIAL MEETING – WORKSHOP: 2017 ZONING CODE CLEANUP

ITEM 1: Planning Commission Workshop on Local Coastal Plan Amendment LCPA17-0003, Zoning Text Amendment ZTA17-0001, Specific Plan Amendment SPA17-0001, 2017 Zoning Code Cleanup

Applicant: City of Dana Point Community Development

Address: Citywide

Recommendation: That the Planning Commission receive an introduction to Zoning Code cleanup items, take public comments, provide feedback, and direct staff to bring a formal amendment to a regularly scheduled Planning Commission meeting.

Sean Nicholas (Senior Planner) presented, answered questions and received feedback from the Planning Commission.

PUBIC COMMENTS

Bob Theel (Dana Point) asked if amending the zoning code would be required to go to a vote of the people if any of the changes would affect Town Center. Mr. Theel discussed concerns regarding the 250 square foot accessory structure size limitations.

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Additionally, he raised concerns regarding the requirements for landscaping or groundcover and had questions regarding mezzanine requirement changes.

Sean Nicholas (Senior Planner) clarified that the mezzanine sentence should be struck out on the document.

Toni Nelson (Capistrano Beach) discussed concerns regarding developed lots that do not maintain landscaping. She provided a document showing pictures of homes in Capistrano Beach that have little to no landscaping. Ms. Nelson provided a suggested modification to the public nuisance section of the municipal code to clarify the provision and ensure it is enforceable.

ADJOURNMENT OF SPECIAL MEETING

Chairman McKhann adjourned the Special Meeting at 6:01 p.m.

CALL TO ORDER REGULAR MEETING

Chairman McKhann called the Regular Meeting of the Dana Point Planning Commission to order at 6:10 p.m.

PLEDGE OF ALLEGIANCE

Danny Giometti (Associate Planner) led the Pledge of Allegiance.

B: APPROVAL OF MINUTES

ITEM 2: Minutes of the Regular Planning Commission Meeting of October 9, 2017

ACTION: Motion made (Nelson) and seconded (Murphy) to approve the Minutes of the Regular Planning Commission Meeting of October 9, 2017. Motion carried 5-0-0.

AYES:	Dohner, McKhann, Murphy, Nelson, Opel
NOES:	None
ABSENT:	None
ABSTAIN:	None

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C. PUBLIC COMMENTS

There were no Public Comments.

D. CONSENT CALENDAR

There were no items on the Consent Calendar.

E. PUBLIC HEARING

There were no items for Public Hearing.

F. OLD BUSINESS

There was no Old Business.

G. NEW BUSINESS

ITEM 3: Approval of a De Minimis project waiver from a Coastal Development Permit (CDP17-0011 – Waiver) allowing construction of a 3,784 square foot single-family dwelling on a vacant lot located at 32561 Sea Island Drive

Applicant: d'Arcy and Associates, Architect

Address: 32561 Sea Island Drive (APN 670-052-03)

Recommendation: That the Planning Commission receive and file the De Minimis Project Waiver from a Coastal Development Permit.

Environmental: The project is Categorically Exempt from the provisions set forth in the California Environmental Quality Act (CEQA) per Section 15303 (Class 3 – New Construction or Conversion of Small Structures).

Request: Reporting of a De Minimis Project Waiver from a Coastal Development Permit issued by the Director of Community Development allowing construction of a 3,784 square foot single family dwelling on a previously vacant lot.

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Matt Schneider (Planning Manager) provided a brief background on the reasoning the project is before the Planning Commission and stated that he and Danny Giometti (Associate Planner) are available to answer any questions.

PUBLIC COMMENTS

There were no Public Comments.

ACTION: There were no objections to the receiving and filing of Approval of a De Minimis project waiver from a Coastal Development Permit (CDP17-0011 – Waiver) allowing construction of a 3,784 square foot single-family dwelling on a vacant lot located at 32561 Sea Island Drive.

ITEM 4: Appointment of Planning Commission Member to Homeless Task Force

ACTION: A motion was made (Dohner) and seconded (Nelson) to appoint Vice-Chair Danni Murphy to the Homeless Task Force. The motion carried 5-0-0.

AYES:	Dohner, McKhann, Murphy, Nelson, Opel
NOES:	None
ABSENT:	None
ABSTAIN:	None

H. STAFF REPORTS

There were no Staff Reports.

I. COMMISSIONER COMMENTS

Commissioner Nelson thanked staff for the workshop and commended Sean Nicholas for his presentation.

Vice-Chair Murphy complimented staff for professionally completing a tree trimming project of City owned trees around her property.

Chairman McKhann stated that he participated in the Bulky Item Drop Off event and stated that it was well organized.

Commissioner Opel stated that she also participated in the Bulky Item Drop Off event.

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J. ADJOURNMENT

Chairman McKhann adjourned the meeting at 6:19 p.m. and announced that the *next* Regular Meeting of the Planning Commission will be held on Monday, November 13, 2017, 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.

A handwritten signature in black ink, appearing to read 'SMCKH', with a long horizontal line extending to the right.

Scott McKhann
Chairman, Planning Commission