

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

February 12, 2008
7:00 – 7:31 p.m.

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

CALL TO ORDER – Chairwoman Fitzgerald called the meeting to order.

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

ROLL CALL

Commissioners Present: Commissioner Michelle Brough, Commissioner Ed Conway, Vice-Chairman Norman Denton, Chairwoman Liz Anderson Fitzgerald, Commissioner J. Scott Schoeffel, and Alternate Michael Dec

Staff Present: Kyle Butterwick (Director), John Tilton (Architect/Planning Manager), Todd Litfin (Assistant City Attorney), Evan Langan (Associate Planner), Saima Qureshy (Senior Planner), and Denise Jacobo (Planning Secretary)

A. APPROVAL OF MINUTES

ITEM 1: Minutes of the regular Planning Commission Meeting of January 22, 2008.

ACTION: Motion made (Conway) and seconded (Schoeffel) to approve the Minutes of the regular Planning Commission Meeting of January 22, 2008. Motion carried 4-0-1. (AYES: Brough, Conway, Denton, Schoeffel **NOES:** None **ABSENT:** None **ABSTAIN:** Fitzgerald)

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: Request for Coastal Development Permit CDP07-26 to permit an addition of 1,098 square feet to an existing single-family residence in the Residential Single-Family 4 (RSF-4) zoning district at 100 Monarch Bay Drive.

Applicant/

Owner: Allen and Nyla Jones

Location: 100 Monarch Bay Drive (APN 670-121-05)

Per adopted City Zoning Maps, the subject property is zoned as Residential Single-Family 4 (RSF-4), located within the Coastal Overlay District, as well within the appeal jurisdiction of the California Coastal Commission.

Request: Request for Coastal Development Permit CDP07-26 to permit an addition of 1,098 square feet to an existing single-family residence at 100 Monarch Bay Drive.

Environmental: Pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA), the Community Development Department has analyzed the subject project, and finds it Categorically Exempt per Section 15301 (e) (Class 1 – Existing Facilities).

Recommendation: Adopt Planning Commission Resolution No. 08-02-12-xx, approving Coastal Development Permit CDP07-26.

Evan Langan (Associate Planner) presented the staff report.

Chairwoman Fitzgerald opened the Public Hearing.

Allen Jones (Dana Point) stated that he has lived in Dana Point for 26 years. He stated that he has undergone complications with the project at first, which prolonged his project. He wanted to thank staff for their assistance on the project and he was available to answer any questions.

Chairwoman Fitzgerald closed the Public Hearing.

Vice-Chairman Denton was ready to support the project.

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ACTION: Motion made (Denton) and seconded (Conway) to approve Resolution No. 08-02-12-03 approving a request for Coastal Development Permit CDP07-26 to permit an addition of 1,098 square feet to an existing single-family residence in the residential single-family 4 (RSF-4) zoning district at 100 Monarch Bay Drive. Motion carried 5-0. (AYES: Brough, Conway, Denton, Fitzgerald, Schoeffel NOES: None ABSENT: None ABSTAIN: None)

ITEM 3: Zoning Code Update Program – Zone Text Amendment ZTA08-01

Applicant/

Owner: City of Dana Point – Community Development Department

Location: Citywide

Request: Request for Zone Text Amendment ZTA08-01 to address inconsistencies, provide clarification to existing regulations and simplify the development review process for citizens of Dana Point.

Environmental: The proposed project is found not to have a significant effect on the environment and is therefore exempt from the provisions of California Environmental Quality Act (CEQA) pursuant to Article 19, Section 15305, Class 5 – Minor Alterations in Land Use Limitations. The proposed project involves minor amendments to the Zoning Ordinance.

Recommendation: That the Planning Commission approve the attached draft Resolution, recommending approval and adoption of the proposed Zone Text Amendment to the City Council.

Saima Qureshy (Senior Planner) reviewed the staff recommendation and provided details of the staff report for the Commissioners' consideration.

There being no requests to speak on this item, Chairwoman Fitzgerald opened and closed the Public Hearing.

Commissioner Schoeffel stated that this exercise was well done and he especially liked the results with the section dealing with extensions. He felt that it was appropriate to have the first extension reviewed at the Director's discretion. He wholeheartedly endorsed the amendments.

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Commissioner Brough fully agreed with Commissioner Schoeffel's comments. She especially appreciated taking the steps to make the process easier for the community.

Vice Chair Denton commended the staff on the excellent job and he echoed his fellow Commissioner's comments about reducing the rules and regulations, including the extra steps that the public was required to come up with a good project. He gave emphasis the less needed the better.

Commissioner Conway commended the staff for their excellent work and agreed that the simpler the better.

Chairwoman Fitzgerald supported the recommendations and stated that she was specifically pleased to have been able to address the number of allowed extensions of time on permits.

ACTION: Motion made (Fitzgerald) and seconded (Conway) to approve Resolution No. 08-02-12-04 recommending the City Council approve a recommendation on Zone Text Amendment (ZTA08-01) revising the City of Dana Point Zoning Ordinance to correct inconsistencies, simplify the review process and limit extensions of discretionary permits. Motion carried 5-0. (AYES: Brough, Conway, Denton, Fitzgerald, Schoeffel NOES: None ABSENT: None ABSTAIN: None)

E. NEW BUSINESS

There was no New Business.

F. STAFF REPORTS

Kyle Butterwick (Director) gave several updates:

- It is anticipated that the Coastal Commission will hold the Town Center Plan hearing in March or April. From a positive perspective, no issues or concerns have been raised to date.
- The Mitigated Negative Declaration for the Makar mobile home park will be released for a mandatory 30-day review as early as next week and a hearing is anticipated to take place in April.

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- New operating hours at City Hall are taking effect on Monday, February 25, 2008. Regular hours (alternative 9/80 work schedule) of operation will be from 7:30 a.m. until 5:30 p.m., Monday through Thursday, and from 7:30 a.m. until 4:30 p.m. on Friday. We expect an enhancement of customer service with the extended hours.
- To recap the actions of the California Coastal Commission: rejected (voted 8-2) the planned 241 Toll Road extension, and protected Trestles and San Onofre State Beach; they reviewed and voted against a Harbor Plan in Marina Del Rey which would have reduced the number of boat slips available. The California Coastal Commission hearing on the Dana Point Harbor Plan is months away and it is difficult to anticipate what issues may be raised by the Coastal Commission.

G. COMMISSIONER COMMENTS

There were no Commissioner Comments.

H. ADJOURNMENT

Chairwoman Fitzgerald announced that the *next regular* meeting of the Planning Commission would be held on Tuesday, February 26, 2008, 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 7:31 p.m.

Liz Anderson Fitzgerald, Chairwoman
Planning Commission