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

April 10, 2007  
7:00-7:28 p.m.

Community Center  
34052 Del Obispo  
Dana Point, CA 92629

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

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

**ROLL CALL**

**Commissioners Present:** Commissioner Michelle Brough, Commissioner Ed Conway, Commissioner Norman Denton, Commissioner Liz Anderson-Fitzgerald, and Chairman J. Scott Schoeffel

**Commissioner Absent:** Alternate Michael Dec

**Staff Present:** Kyle Butterwick (Director of Community Development), John Tilton (City Architect/Planning Manager), Todd Litfin (Assistant City Attorney), and Bobbi Ogan (Planning Secretary)

**A. APPROVAL OF MINUTES**

**ITEM 1:** **Minutes of the regular Planning Commission Meeting of March 27, 2007.**

**ACTION:** **Motion made (Fitzgerald) and seconded (Denton) to approve the Minutes of the regular Planning Commission Meeting of March 27, 2007. Motion carried 3-0-2. (AYES: Denton, Fitzgerald, Schoeffel NOES: None ABSENT: None ABSTAIN: Brough, Conway)**

**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: Tentative Parcel Map TPM2006-260 and Minor Site Development Permit SDP06-64M to allow the construction of a two (2) unit attached condominium with attached garages and corresponding roof decks (one on each unit). The property is located in the Residential Duplex (RD 14) Zone and is addressed as 34591 Via Catalina.**

Applicant: Jay Crawford  
Owners: Joe Philip/Glen Farmer  
Location: 34591 Via Catalina

Request: Approval of Tentative Parcel Map TPM2006-260 and a Minor Site Development Permit SDP06-64M to permit the construction of a 2-unit attached condominium project with a roof deck on each unit.

Environmental: This project is categorically exempt (Class 3 – Section 15303 – New Construction or Conversion of Small Structures) from the provisions of the California Environmental Quality Act (CEQA) because it consists of the construction of two new detached residential units. The proposed condominium map is categorically exempt (Class 15 – Section 15315 – Minor Land Divisions) because it will result in the division of property in an urbanized area zoned for residential use which will result in fewer than 4 parcels, it is consistent with the General Plan and zoning, no variance or exceptions are required, all services to the parcel to local standards are available, the parcel was not involved in a division of a larger parcel within the previous two years, and the parcel does not have an average slope greater than 20 percent.

Recommendation: That the Planning Commission adopt the attached Resolution approving Tentative Parcel Map TPM2006-260 and Minor Site Development Permit SDP06-64M.

**Kyle Butterwick** (Director) recommended that the Planning Commission table this item due to a problem with the public hearing notice. He stated that the project would be re-noticed for a future meeting.

**E. PUBLIC MEETINGS**

There were no Public Meetings.

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**F. OLD BUSINESS**

There was no Old Business.

**G. NEW BUSINESS**

There was no New Business.

**H. STAFF REPORTS**

**Kyle Butterwick** (Director) reported that this would be the last night for the Planning Commission to meet in the Community Center and that starting in May the Planning Commission meetings would be televised.

He stated that the City Council wanted to invite the Planning Commission to their next meeting on Tuesday, April 17, 2007 for an informal joint session. He asked the Commissioners to check their schedules to see if there would be any conflicts.

He stated that he wanted to schedule a workshop with the Planning Commission and staff members for a general overview of the rules, Brown Act, findings, and Variances, among other topics. He suggested that they meet at 4:30 p.m. prior to a regular Planning Commission meeting. He asked if May 8<sup>th</sup> would work for everyone.

He reported that the Planning Commission would be re-organizing at their next meeting on April 24, 2007. He stated that at that meeting a new Chairman and Vice-Chairman would be decided upon.

He stated that a request for a one-year extension of time for the Town Center Plan was on the California Coastal Commission agenda for their meeting tomorrow.

He added that the recent Planning Commission decision to allow a Variance for height for a new home on Chula Vista was not appealed.

**John Tilton** (City Architect/Planning Manager) reviewed the creation of the Residential Building Height standards and reported that the Coastal Commission had tentatively scheduled this item for a hearing in May.

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**Todd Litfin** (Assistant City Attorney) reported that the City had prevailed in the Traphagen case.

**I. COMMISSIONER COMMENTS**

**Commissioner Denton** welcomed the new Commissioners.

**Commissioner Conway** stated that he was looking forward to working with everyone.

**Commissioner Fitzgerald** welcomed the new Commissioners.

**J. ADJOURNMENT**

**Chairman Schoeffel** announced that the *next joint* meeting of the Planning Commission would be held on Tuesday, April 17, 2007, beginning at 6:00 p.m. (or as soon thereafter) in the Council Chamber located at 33282 Golden Lantern, Suite 210, Dana Point, California.

**The meeting adjourned at 7:28 p.m.**