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CITY OF DANA POINT

LIBRARY AND SEA TERRACE PARK SUBCOMMITTEE

MINUTES

Monday, May 8, 2006  
3:00 p.m.

City Hall Offices  
City Administration  
33282 Golden Lantern  
Dana Point, CA 92629

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**1. CALL TO ORDER**

The meeting was called to order at 3:14 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. SUBCOMMITTEE ROLL CALL & INTRODUCTIONS**

**Present:**

Council Member Wayne Rayfield, Vice-Chair

Philip Bordeaux, Joanna Adrian, Bill Johnson, Judy Smith,  
Karin Schnell, Lynn Dawson

**Absent:** Council Member Jim Lacy, Chair  
Member Michael Mata

**Others:**

Sharie Apodaca, Director of Administrative Services  
Kyle Butterwick, Director of Community Development  
Brad Fowler, Director of Public Works  
Jennifer Anderson, Management Analyst

**4. PUBLIC COMMENTS:** None

**5. MEETING MINUTES**

The April 3, 2006 meeting minutes were approved.

**6. APPOINTMENT OF NEW MEMBER TO SUBCOMMITTEE TO FILL CURRENT VACANCY**

Vice-Chairman Rayfield requested that this item be re-agendized on the next Agenda.

**7. REVIEW PARKING ASSESSMENT STUDY RELATIVE TO ST. REGIS HOTEL AND ASSOCIATED CONDITIONS OF APPROVAL AND WITH RESPECT TO PARKING IMPACTS AT SEA TERRACE PARK**

Chairman Lacy requested, during the April 3, 2006 Subcommittee meeting, that Staff coordinate with the Planning Department a status report on the St. Regis Hotel's compliance with the conditions of approval imposed upon the hotel relative to parking, and any impacts to Sea Terrace Park. Kyle Butterwick, Director of Community Development, presented an analysis to the Subcommittee members of the approved parking plan compared to the parking layout that presently exists. He reported that in April 2001, a Parking Demand Study was submitted by Monarch Beach Resort and reviewed by Staff. The conclusion of the study was that adequate parking existed for both the hotel and the golf course and golf clubhouse uses.

Mr. Butterwick reported that staff recently conducted a site visit to the parking structure at the St. Regis during regular weekday hours and assessed that the current parking configuration appeared to be consistent with the approved parking layout. At the time of the site visit, Staff noticed approximately 15 cars parked along Niguel Road. This section of Niguel Road could park about 30 vehicles. Mr. Butterwick stated the observed parked vehicles could result from a number of different sources including: overflow resident parking from The Villas at Monarch Beach, public beachgoers utilizing the hotel access way to Salt Creek Beach, construction workers for the Monarch Beach Resort Villa expansion, employees of the Monarch Beach Resort or the general public visiting the resort.

The subcommittee discussed the possible implementation of parking controls such as metered parking or red curb, and improved directional signs for parking.

Ingrid McGuire, a Monarch Beach resident, suggested painting the curb along Niguel Road red.

Subcommittee Member Adrian requested a copy of the parking conditions imposed upon the hotel.

As noted in the staff report dated May 8, 2006, Mr. Butterwick recommended that the St. Regis Hotel be required to pay for an update to the Parking Demand

Study originally completed in 2001. The study would be conducted by Linscott, Law & Greenspan, the City's Traffic Consultant and should:

- Re-examine parking demands generated from the resort
- Identify the parking spaces used by employees ( both on and off-site)
- Analyze parking usage on Niguel Road adjacent to the resort and the Sea Terrace Park parking lot to ascertain if resort employees are using the off-site location.

The subcommittee unanimously approved the staff recommendation. Mr. Butterwick and Mr. Fowler are to meet with Michael Gagnet to initiate the Parking Demand Study update. Mr. Butterwick to contact the St. Regis Hotel to ensure that construction employees are prohibited from using any public parking and are restricted to parking in designated construction areas only.

**8. CONSIDER REQUEST BY MEMBER OF PUBLIC TO CONSIDER INCLUDING RECREATIONAL FACILITIES IN THE SEA TERRACE PARK CONCEPTUAL DESIGN AND TO INCLUDE A RESTROOM IN PHASE 1 IMPROVEMENTS.**

Vice Chair Rayfield noted that a member of the public had requested that the subcommittee consider including more recreational activities, including a skateboard park within the Sea Terrace Park design.

The Subcommittee Members discussed the request. It was noted that adding a restroom to the Phase 1 would require approval from the California Coastal Commission and delay the construction of Phase 1 by approximately one year. Additionally, adding a restroom to Phase 1 would result in a sizeable expense to the project, and may jeopardize any funding from Makar Properties.

Board Member Dawson suggested that instead of a restroom being added to Phase 1 Improvements, signage can be added at the entrance of the tunnel informing the public of additional parking and restrooms at Salt Creek Beach.

The Subcommittee agreed to continue with the existing Phase I development plans of Sea Terrace Park as a passive park, excluding a restroom. It was noted that open space already exists in the plan for free play, and that parking is insufficient for organized sports.

**9. REVIEW ANTICIPATED TIMELINE FOR SEA TERRACE PARK IMPROVEMENTS**

Public Works Director Fowler reported that on April 12, 2006, the Council approved the conceptual design and the consultant services agreement with RJM Design Group for design services for the development of Sea Terrace Park.

Mr. Fowler informed the Subcommittee that Larry Ryan of RJM Design Group has submitted an approximate schedule of completion dates for the project design of Sea Terrace Park. Mr. Ryan anticipates 50% of the design plan completed by late June 2006 to early July 2006, 75% of the design plan completed by Fall 2006 and 100% design plan completion by the end of the 2006 calendar year, dependent on the number of changes needed along the way. Advertising and award of site improvement bids will take the project into spring of 2007. Anticipated construction completion of Sea Terrace Park is Fall of 2007.

A Mitigated Negative Declaration has been available for public comment from April 24, 2006- May 23, 2006. Once the time frame has passed, the Community Development Department plans to take the Mitigated Negative Declaration to the Planning Commission on June 7, 2006.

Mr. Fowler also reported that the tunnel is being painted this week.

**10. SUBCOMMITTEE REPORTS: None**

**11. NEXT MEETING / ADJORNMENT**

The meeting was adjourned at 4:20 p.m. Subcommittee members were encouraged to attend the Planning Commission's next Regular Meeting on Wednesday, June 7, 2006 at 6:00 p.m. in the Council Chambers to hear testimony on the Sea Terrace Park Mitigated Negative Declaration that will be before the Commission, in lieu of holding a June Subcommittee meeting.

Vice Chair Rayfield reported that a member of the public has requested the subcommittee meet on a Saturday. It was the consensus of the subcommittee to hold a Saturday morning meeting, perhaps at the Library, when the design phase has reached 50% completion after July 8, 2006, to present the concept once again to the public.

The next meeting of the subcommittee is to be determined (perhaps July 15 or 22, 2006).

Approved: July 15, 2006