

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

April 8, 2008
7:04 – 7:27 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 – Todd Litfin, Assistant City Attorney, 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 of Community Development), Todd Litfin (Assistant City Attorney), Evan Langan (Associate Planner), and Denise Jacobo (Planning Secretary)

ITEM 1: Reorganization of the Planning Commission.

- a) Select nominations and vote for Chairman to serve until the first meeting of April, 2009.
- Chairwoman Fitzgerald nominated Norman Denton to serve as Chairman; no other nominations were received

ACTION: Motion made (Fitzgerald) and seconded (Schoeffel) to elect Norman Denton to serve as Chairman of the Planning Commission. Motion carried 5-0. (AYES: Brough, Conway, Denton, Fitzgerald, Schoeffel NOES: ABSENT: None ABSTAIN: None)

- b) Select nominations and vote for Vice-Chairman to serve until the first meeting of April, 2009.
- Commissioner Schoeffel nominated Michelle Brough to serve as Vice-Chairwoman; no other nominations were received

ACTION: Motion made (Schoeffel) and seconded (Denton) to elect Michelle Brough as Vice-Chairwoman of the Planning Commission. Motion carried 5-0. (AYES: Brough, Conway, Denton, Fitzgerald, Schoeffel NOES: ABSENT: None ABSTAIN: None)

c) Recognition of outgoing Chairwoman Liz Anderson Fitzgerald.

Kyle Butterwick (Director) presented an engraved gavel and flowers to Commissioner Liz Anderson Fitzgerald recognizing her outstanding leadership and service over the past year.

A. APPROVAL OF MINUTES

ITEM 2: Minutes of the regular Planning Commission Meeting of March 25, 2008.

ACTION: Motion made (Brough) and seconded (Fitzgerald) to approve the Minutes of the regular Planning Commission Meeting of March 25, 2008. Motion carried 5-0. (AYES: Brough, Conway, Denton, Fitzgerald, Schoeffel NOES: None ABSENT: None ABSTAIN: None)

B. PUBLIC COMMENTS

There were no Public Comments.

C. CONSENT CALENDAR

There were no items on the Consent Calendar.

D. PUBLIC HEARINGS

ITEM 3: Coastal Development Permit CDP07-25 and Minor Site Development Permit SDP07-63(M) to allow the demolition of an existing single-family residence and construction of a new, single-story, 4,964 square foot single-family residence and 541 square foot pool house; as well as retaining walls in excess of 30 inches in height at 32572 Balearic Road.

Applicant/ Wun Sze (Brion Jeannette Architects)
Owner: Alan and Anne Simon
Location: 32572 Balearic Road (APN 670-042-09)

Request: Request for Coastal Development Permit CDP07-25 and Minor Site Development Permit SDP07-63(M) to allow the demolition of an existing single-family residence; and construction of a new, single-story, 4,964 square foot, single-

family residence including a new, 541 square foot detached pool house; as well as retaining walls in excess of 30 inches and not to exceed three feet in height at 32572 Balearic Road. Per adopted City Zoning Maps, the subject property is zoned as Residential Single-Family 4 (RSF-4), located within the Monarch Bay Terrace Homeowners Association as well as the Coastal Overlay District.

Environmental: Pursuant to the authority and criteria contained in the California Environmental Quality Act (CEQA), the Community Development Department has analyzed the subject project. Staff finds the project is Categorically Exempt per Section 15303 (a) (Class 3 – New Construction or Conversion of Small Structures).

Recommendation: Adopt Planning Commission Resolution No. 08-04-08-xx, approving Coastal Development Permit CDP07-25 and SDP07-63(M) for the referenced scope of work.

Evan Langan (Associate Planner) reviewed the staff report.

There being no requests to speak, Chairman Denton opened and closed the Public Hearing.

Vice-Chairwoman Brough stated that she would support the project.

ACTION: **Motion made (Brough) and seconded (Fitzgerald) to adopt Resolution No. 08-04-08-09 approving Coastal Development Permit CDP07-63(M). Motion carried 5-0. (AYES: Brough, Conway, Denton, Fitzgerald, Schoeffel NOES: None ABSENT: None ABSTAIN: None)**

E. NEW BUSINESS

There were no New Business items.

F. STAFF REPORTS

Kyle Butterwick (Director) reported that he attended a meeting earlier in the day with the Coastal Commission staff. He indicated that the Commission staff confirmed a public hearing date for the Town Center for the second week in May at Marina Del Rey. He stated that the Coastal staff had suggested modifications to the draft plan, i.e., develop the Town Center with a visitor-serving emphasis; develop a range of uses to create a stronger presence and priority for visitor-serving uses. He added that some additional policies are anticipated to preserve and protect existing lower-cost overnight accommodations.

Todd Litfin (Assistant City Attorney) stated that he has scheduling conflicts with other City clients on the fourth Tuesday of every month; he introduced Jennifer Farrell, Assistant City Attorney, who will be sitting in his place.

G. COMMISSIONER COMMENTS

Commissioner Schoeffel thanked Commissioner Fitzgerald for handling a fine job during her service as Chairwoman. He welcomed Jennifer Farrell, Assistant City Attorney.

Commissioner Fitzgerald stated that she had appreciated Chairman Denton's help and support for his guidance.

Chairman Denton thanked Commissioner Fitzgerald for her leadership and role with the Planning Commission. He congratulated Vice-Chair Brough.

Vice-Chair Brough thanked Commissioner Fitzgerald and she felt that she was a great role model. She congratulated Chairman Denton, and welcomed Jennifer Farrell, Assistant City Attorney.

Commissioner Conway thanked Commissioner Fitzgerald for her leadership over the year. He congratulated Chairman Denton, and Vice-Chair Brough. He reported on the events at the Planning Institute Conference; and stated that it was an interesting and informative conference.

Alternate Commissioner Dec thanked Commissioner Fitzgerald. He congratulated Chairman Denton and Vice-Chair Brough. He reported that he attended the Planning Institute Conference; he added that the Affordable Housing information was of great interest since all Cities are facing it. He added that it was a great conference and he enjoyed it.

H. ADJOURNMENT

Chairman Denton adjourned the meeting to the *next regular* meeting of the Planning Commission to be held on Tuesday, April 22, 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 7.27 p.m.

Norman Denton, Chairman
Planning Commission