

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

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August 28, 2023  
6:01 pm – 6:24 pm

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

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**CALL TO ORDER REGULAR MEETING**

**Chair Dhingra** called the Regular Meeting of the Dana Point Planning Commission to order at 6:01 pm.

**PLEDGE OF ALLEGIANCE**

**Commissioner Boughen** led the Pledge of Allegiance.

**ROLL CALL**

Planning Commission Members Present: Chair Ashok Dhingra, Vice-Chair Mary Opel, Commissioner Eric Nelson and Commissioner Luke Boughen.

Planning Commission Members Absent: None

Staff Present: Brenda Wisneski (Director of Community Development), Jennifer Farrell (Deputy City Attorney), Kurth Nelson, (Principal Planner), Alyssa Gonzalez (Assistant Planner) and Martha Ochoa (Senior Administrative Assistant).

**A. APPROVAL OF MINUTES**

**ITEM 1: MINUTES OF REGULAR PLANNING COMMISSION FROM AUGUST 14, 2023**

**ACTION:** Motion made by Vice-Chair Opel, seconded by Commissioner Nelson, to approve the Minutes of the Regular Planning Commission Meeting of August 14, 2023. Motion carried 3-0-1.

**AYES:** Dhingra, Opel, Nelson  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** Boughen

**B. PUBLIC COMMENTS**

There were no Public Comments.

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**C. CONSENT CALENDAR**

There were no items on the Consent Calendar.

**D. PUBLIC HEARING**

**ITEM 2: SITE DEVELOPMENT PERMIT SDP22-0033 TO ALLOW AN INCREASE IN LOT COVERAGE FOR A NEW MIXED-USE STRUCTURE IN CONJUNCTION WITH TWO ROOF DECKS FOR THE ASSOCIATED USES ON A VACANT LOT AND CONDITIONAL USE PERMIT CUP22-0010 TO ALLOW A RESIDENTIAL UNIT AS AN ACCESSORY USE ON THE SECOND STORY LOCATED AT 26852 CALLE HERMOSA**

Applicant: Lule Hoda, AIA

Location: 26852 Calle Hermosa (APN: 123-355-15)

Request: A request to develop a vacant parcel with a two-story mixed-use structure featuring 2,323 square feet of first and second-story office space, and a 2,204 square foot dwelling unit on the second story that will require an increase in lot coverage from 35 to 64 percent, in conjunction with a 632 square foot roof deck for the residential use and a 511 square foot roof deck for the office use in the Professional/Residential (P/R) Zoning District with unenclosed ground-level parking for the office use and a two-car garage for the residential use.

Recommendation: That the Planning Commission table the item to allow it to be re-noticed for the September 25, 2023, Planning Commission Meeting.

Environmental: Since no action will be taken the California Environmental Quality Act (CEQA) does not apply.

**PUBLIC COMMENTS**

There were no Public Comments.

**ACTION:** No action needed. The item was tabled to allow it to be re-noticed for the September 25, 2023, Planning Commission Meeting.

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**ITEM 3: SITE DEVELOPMENT PERMIT SDP23-0013 TO CONVERT A PORTION OF AN EXISTING ATTACHED TWO-CAR GARAGE INTO A 420 SQUARE FOOT ONE-BEDROOM ATTACHED ACCESSORY DWELLING UNIT IN CONJUNCTION WITH AN EXISTING NONCONFORMING SINGLE-STORY, SINGLE-FAMILY DWELLING LOCATED AT 34569 CALLE PORTOLA**

Applicant: Brian Opp

Location: 34569 Calle Portola (APN: 123-312-08)

Request: Approval of a Site Development Permit to convert a portion of an existing two-car garage into a 420 square foot one bedroom attached Accessory Dwelling Unit (ADU) in conjunction with an existing single-story, single-family dwelling (SFD) located within the Residential Single Family 12 (RSF 12) District.

Recommendation: That the Planning Commission adopt the resolution approving Site Development Permit SDP23-0013.

Environmental: Pursuant to the California Environmental Quality Act (CEQA), the project is found to be Categorically Exempt per Section 15303(e) (Class 3 – New Construction or conversion of small structures) since the project consist of converting existing garage space into an ADU.

**Alyssa Gonzalez** (Assistant Planner) provided a staff report and answered questions from the Planning Commissioners.

**PUBLIC COMMENTS**

There were no Public Comments.

**ACTION:** Motion made by Commissioner Nelson, seconded by Commissioner Boughen, to approve Site Development Permit SDP23-0013 to convert a portion of an existing attached two-car garage into a 420 square foot one-bedroom attached Accessory Dwelling Unit in conjunction with an existing nonconforming single-story, single-family dwelling located at 34569 Calle Portola. Motion carried 4-0-0.

**AYES:** Dhingra, Opel, Nelson, Boughen

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

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**ITEM 4: SITE DEVELOPMENT PERMIT SDP23-0022 TO CONSTRUCT A DETACHED ACCESSORY DWELLING UNIT IN CONJUNCTION WITH AN EXISTING NONCONFORMING SINGLE-FAMILY DWELLING LOCATED AT 34101 ALCAZAR DRIVE**

Applicant: Tobias Ullman

Location: 34101 Alcazar Drive (APN: 682-294-16)

Request: Approval of a Site Development Permit to construct a 800 square foot two bedroom detached Accessory Dwelling Unit (ADU) in conjunction with an existing single-story, single-family dwelling (SFD) located within the Residential Multi-Family 14 (RMF 14) District.

Recommendation: That the Planning Commission adopt the resolution approving Site Development Permit SDP23-0022.

Environmental: Pursuant to the California Environmental Quality Act (CEQA), the project is found to be Categorically Exempt per Section 15303(e) (Class 3 – New Construction or conversion of small structures) since the project consist of constructing an ADU.

**Brenda Wisneski** (Director of Community Development) provided a staff report and answered questions from the Planning Commissioners.

**PUBLIC COMMENTS**

There were no Public Comments.

**ACTION:** Motion made by Vice-Chair Opel, seconded by Commissioner Boughen, to approve Site Development Permit SDP23-0022 to construct a detached Accessory Dwelling Unit in conjunction with an existing nonconforming single-family dwelling located at 34101 Alcazar Drive. Motion carried 4-0-0.

**AYES:** Dhingra, Opel, Nelson, Boughen

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

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**E. OLD BUSINESS**

There was no Old Business.

**F. NEW BUSINESS**

There was no New Business.

**G. STAFF REPORTS**

**Brenda Wisneski** provided a Development Update reporting on two projects in the community. Project status was provided on the Victoria Apartments which is proposed to replace the Capistrano Unified School District yard and in addition, an update was provided on the Harbor docks, hotels and commercial core.

**H. COMMISSIONER COMMENTS**

**Commissioner Nelson** shared his appreciation to staff for the Development Update and for the staff's work on removal of the storage container in the Harbor.

**I. ADJOURNMENT**

**Chair Dhingra** adjourned the meeting at **6:24 pm**. The *next* Regular Meeting of the Planning Commission will be held on Monday, September 11, 2023, beginning at 6:00 p.m. (or as soon thereafter) in the City Council Chambers located at 33282 Golden Lantern, Suite 210, Dana Point, California.

  
Ashok Dhingra, Planning Commission Chair