

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

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April 20, 2009  
7:00 – 7:38 p.m.

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

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

**PLEDGE OF ALLEGIANCE** – Commissioner O'Connor led the Pledge of Allegiance.

**ROLL CALL**

Commissioners Present: Commissioner Ed Conway, Commissioner Michael Dec, Chairman Norman Denton, Commissioner Liz Anderson Fitzgerald, and Commissioner April O'Connor

Staff Present: Kyle Butterwick (Director of Community Development), John Tilton (City Architect/Planning Manager), Jennifer Farrell (Assistant City Attorney), Evan Langan (Associate Planner), and Denise Jacobo (Planning Secretary)

**ITEM 1: Reorganization of the Planning Commission.**

- a) Nominations and vote for Chairman to serve until the first meeting of April, 2010 - Commissioner Conway nominated Liz Anderson Fitzgerald to serve as Chairwoman; no other nominations were received.

**ACTION:** Motion made (Conway) and seconded (Dec) to elect Liz Anderson Fitzgerald to serve as Chairwoman of the Planning Commission. Motion carried 5-0. (AYES: Conway, Dec, Denton, Fitzgerald, O'Connor NOES: ABSENT: None ABSTAIN: None)

- b) Nominations and vote for Vice-Chairman to serve until the first meeting of April, 2010 – Chairwoman Fitzgerald nominated Ed Conway to serve as Vice-Chairman; no other nominations were received.

**ACTION:** Motion made (Fitzgerald) and seconded (Dec) to elect Ed Conway to serve as Vice-Chairman of the Planning Commission. Motion carried 5-0. (AYES: Conway, Dec, Denton, Fitzgerald, O'Connor NOES: ABSENT: None ABSTAIN: None)

**Kyle Butterwick (Director)** presented outgoing Chairman Denton with a commemorative gavel and thanked him for his years of service on the Planning Commission.

**A. APPROVAL OF MINUTES**

**ITEM 2: Minutes of the regular Planning Commission Meeting of April 6, 2009.**

**Chairwoman Fitzgerald** asked if there were any additions, corrections or deletions to the minutes of the regular meeting of April 6, 2009.

**Chairwoman Fitzgerald** noted a correction under “Public Comments” by Mary Jeffries (Paragraph One, Page One) which referred to lack of signs at the St. Regis and the absence of the Community Conference Center. It seems to imply that the Community Conference Center is at the St. Regis; she asked to amend and reflect in the minutes, the location of the Community Conference Center for general public use at the Prudential office building at 2 Ritz Carlton Drive.

**ACTION: Motion made (Conway) and seconded (Dec) to approve the Minutes of the regular Planning Commission Meeting of April 6, 2009 as amended. Motion carried 4-0-1. (AYES: Conway, Denton, Dec, Fitzgerald NOES: None ABSENT: None ABSTAIN: O'Connor)**

**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 (CDP08-0007) and Variance (V09-0001) to permit the demolition of an existing, single-family residence; and the construction of a new, two-story, single-family residence with a variance for a reduction in the required front-yard setback.**

Applicant: Nikolas Viboch (Landry Design Group)  
Owner: Dr. Kianoosh Jafari  
Location: 57 Monarch Bay Drive (APN 670-141-23)

Request: Request for Coastal Development Permit CDP08-0007 and Variance V09-0001 to permit the demolition of an existing, single-family residence; and the construction of a new, two-story, single-family residence; a variance is requested for a reduction in the required front-yard setback.

Environmental: The subject project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) per Sections 15303 (a) (Class 3 - New Construction or Conversion of Small Structures) and 15305 (a) (Class 5 - Minor Alterations in Land Use Limitations). A Categorical Exemption has been prepared and will be duly filed per the requirements of the statute.

Recommendation: That the Planning Commission adopt the attached, Draft Resolution 09-04-20-xx, approving the referenced scope-of-work.

There was one (1) request to speak on this item.

**ACTION:** Motion made (O'Connor) and seconded (Denton) to adopt Resolution No. 09-04-20-06 approving Coastal Development Permit CDP08-0007 to permit the demolition of an existing, single-family residence; and the construction of a new, two-story, single-family residence; as well as Variance V09-0001 for a reduction in the required front-yard setback in the Residential Single-Family 4 (RSF-4) Zoning District. Motion carried 5-0. (AYES: Conway, Dec, Denton, Fitzgerald, O'Connor NOES: None ABSENT: None ABSTAIN: None)

## **E. NEW BUSINESS**

There were no New Business items.

## **F. STAFF REPORTS**

**Kyle Butterwick (Director)** provided an update:

- Acknowledged the appointment of Commissioner O'Connor and reappointment of Commissioner Denton.
- Announced the State of the City Address is scheduled for Thursday, April 23, 2009, at the Marriott Resort, and encouraged all the Commissioners to attend.
- Indicated that staff will be preparing a written response to the letter received from Mary Jeffries.
- In response to Chairwoman Fitzgerald's inquiry, he gave an update on the Makar project and noted that it was continued to the first Planning Commission meeting in May.

**John Tilton (City Architect/Planning Manager)** congratulated Chairwoman Fitzgerald, Commissioner O'Connor, Vice-Chairman Conway for their appointments. He stated that he applauds the Commission for their continued public service.

## **G. COMMISSIONER COMMENTS**

**Commissioner O'Connor** thanked the Commission for welcoming her. She stated that she is looking forward to attending the Wag-A-Thon event and will be taking her new dog to the event.

**Vice-Chairman Conway** welcomed Commissioner O'Connor to the Commission again. He thanked Commissioner Denton stating that people do incredible behind the scenes duties and it has been beneficial serving with him as a leader.

**Commissioner Denton** welcomed back Commissioner O'Connor stating that it was a pleasure serving with her in the past. He congratulated Chairwoman Fitzgerald and Vice-Chairman Conway describing that there is not only a friendship but a real respect that makes for a great team giving positive direction for the City.

**Commissioner Dec** welcomed Commissioner O'Connor, congratulated Chairwoman Fitzgerald, and thanked Commissioner Denton for serving as Chairman the past year.

**Chairwoman Fitzgerald** congratulated the City on the restriping on Pacific Coast Highway stating it was very well done and seems to help the flow of traffic, and looks forward to the final finishing on the bridge. She is also looking forward to the City events this weekend, the Wag-A-Thon on Saturday, and the Grand Prix Bike race on Sunday. She welcomed Commissioner O'Connor back stating that she has an interesting point of view and thoughtfulness. She thanked all for the opportunity to be Chair again. She thanked Commissioner Denton for serving as Chairman the past year.

## **H. ADJOURNMENT**

**Chairwoman Fitzgerald** adjourned the meeting to the *next regular* meeting of the Planning Commission to be held on Monday, May 4, 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 7:38 p.m.**