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

July 10, 2007
7:00-7:24 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 – Lieutenant Colonel Richard Dietmeier (**Dana Point**) led the Pledge of Allegiance.

ROLL CALL

Commissioners Present: Commissioner Michelle Brough, Commissioner Ed Conway, Chairwoman Liz Anderson-Fitzgerald, Commissioner J. Scott Schoeffel, and Alternate Commissioner Michael Dec

Commissioner Absent: Vice-Chairman Norman Denton (seat on Commission taken by Alternate Dec for this meeting).

Staff Present: Kyle Butterwick (Director of Community Development), John Tilton (City Architect/Planning Manager), Todd Litfin (Assistant City Attorney), Saima Qureshy (Senior Planner), and Denise Jacobo (Interim-Planning Secretary)

A. APPROVAL OF MINUTES

ITEM 1: **Minutes of the regular Planning Commission Meeting of June 26, 2007.**

ACTION: **Motion made (Schoeffel) and seconded (Brough) to approve the Minutes of the regular Planning Commission Meeting of June 26, 2007. Motion carried 5-0. (AYES: Brough, Conway, Dec, 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 2: A COASTAL DEVELOPMENT PERMIT (CDP 07-08) TO ALLOW A 794 SQUARE FOOT ADDITION AND REMODEL OF AN EXISTING 2,359 SQUARE FOOT SINGLE-FAMILY RESIDENCE LOCATED WITHIN THE COASTAL OVERLAY DISTRICT AT 23661 SIDNEY BAY.****Applicant/****Owner:** Jim Eckstaedt**Location:** 23661 Sidney Bay (APN 672-081-42)

Request: Request to allow a 794 square foot addition to an existing 2,359 square foot, single family residence located at 23661 Sidney Bay. The subject site is located within the appeals jurisdiction of the Coastal Commission.

Environmental: The proposed project is found not to have a significant effect on the environment and is therefore exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Article 19, Section 15301, Class 1 - Existing Facilities. The proposed project is an addition and remodel of an existing structure, which will not result in an increase of more than 50 percent of the floor area of the structure before the addition or 2,500 square feet. The project is consistent with the exceptions listed in Section 15300.2 of CEQA.

Recommendation: That the Planning Commission adopt the attached Draft Resolution (Attachment 1) approving Coastal Development Permit CDP 07-08.

Saima Qureshy (Senior Planner) presented the staff report.

There being no requests to speak on this item, Chairwoman Fitzgerald opened and closed the Public Hearing.

ACTION: Motion made (Schoeffel) and seconded (Brough) to adopt Resolution 07-07-10-16 approving Coastal Development Permit CDP07-08. Motion carried 5-0. (AYES: Brough, Conway, Dec, Fitzgerald, Schoeffel NOES: None ABSENT: None ABSTAIN: None)

ITEM 3: VARIANCE V04-14 TO ALLOW PORTIONS OF A DUPLEX ADDITION TO ENCROACH INTO THE MINIMUM 20-FOOT FRONT YARD SETBACK, AND SITE DEVELOPMENT PERMIT SDP05-70 TO ALLOW ADDITIONS TO AN EXISTING THREE STORY RESIDENTIAL STRUCTURE IN A HILLSIDE CONDITION IN THE RESIDENTIAL MULTIPLE FAMILY 14 (RMF 14) ZONING DISTRICT AT 33912 AMBER LANTERN.

Recommendation: That the Planning Commission continue Variance V04-14 and Site Development Permit SDP05-70 to the next regularly scheduled Planning Commission meeting of July 24, 2007.

There was a consensus of the Planning Commission to continue this item to the regular Planning Commission meeting of July 24, 2007.

There being no requests to speak on this item, Chairwoman Fitzgerald opened and closed the Public Hearing.

E. PUBLIC MEETINGS

There were no Public Meetings.

F. OLD BUSINESS

There was no Old Business.

G. NEW BUSINESS

There was no New Business.

H. STAFF REPORTS

Kyle Butterwick (Director) reported that the final approved copy of the Planning Commission guidelines for Participation of the Alternate has been distributed, and a reference copy will be available at each meeting.

He reminded the Planning Commission of any summer obligations, to keep staff advised for future scheduling of meeting agendas.

He reported that the City Council finalized and approved the two year budget and is now available online or a copy may be requested. He stated that one of the key modifications approved was to transition contract Building's personnel to City

employees. He stated that the City Council approved a second Permit Technician at the public counter which will strengthen customer service.

He reported that the electronic permit tracking system will be expanded to coordinate layers of integrated inspections. He stated that John Tilton is assisting in developing a major re-model of the Community Development and Public Works suites.

I. COMMISSIONER COMMENTS

Chairwoman Fitzgerald stated that she had attended the City's Heritage Park concert on Sunday, and that Surf City USA was the perfect group to be there. She added that it was well attended, and it was very well run and very consistent with how the City acts.

J. ADJOURNMENT

Chairwoman Fitzgerald announced that the *next regular* meeting of the Planning Commission would be held on Tuesday, July 24 2007, 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 7:24 p.m.

Liz Anderson Fitzgerald, Chairwoman
Planning Commission