

CAPISTRANO BAY DISTRICT
AGENDA REPORT
July 30, 2013

District Administration Office

ITEM H.1

Modular District Office on Beach Road

The City of Dana Point has reviewed the issue of the District's modular office, currently placed on Beach Road just south of the community entrance. The City has reached the decision that in order for the office unit to be legal, the District must file a Zone Change application. The modular office currently sits within the Transportation Corridor Zone (TC Zone) and does not meet the allowable use standards for that zone.

The Zone Change (amendment) application must be approved by the City Planning Commission and the City Council. Assuming the proposed Zone Change is approved by the City, it then has to be approved by the Coastal Commission through a Coastal Development Permit process.

The entire process is lengthy and expensive as the following breakdown shows:

- | | |
|------------------------------------|---|
| - Zone Change application deposit: | \$5500 |
| - Coastal Development Permit app: | 1700 |
| - Prelim Title Report: | 900 |
| - Site Plans/Civil Engineer | <u>1500</u> (some of this was done last year) |
| | \$9600 |

There will be other expenses associated with this that are not foreseeable at this time but this give you an idea of the expense involved with a Zone Change.

Currently an engineer is working up a proposal to complete the civil work (the cost shown is a rough estimate at this time). A full complete Zone Change application will not be ready for submittal to the City for a few weeks.

I have been in touch with the Planning Dept. to keep them up to date on our progress. The City has indicated that as long as we are making progress they will continue to allow the modular office to remain in its current location.