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**PLANNING COMMISSION MEETING MINUTES  
REGULAR MEETING  
JANUARY 2, 2002**

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**MEETING CALLED TO ORDER**      1:15 p.m.

**FLAG SALUTE:**                      Chairman Conklin

**PRESENT:**                              Chairman Shed Conklin  
Vice Chairman Thomas Beede  
Commissioner Bill Jahn  
Commissioner Robert Day  
Commissioner Charles Brewster

**STAFF:**                                  Molly Bogh, Community Development Director  
Marco Martinez, City Attorney  
Phil Mosley, Chief Building Official  
Brian Gengler, City Engineer  
Janice Etter, Associate Planner  
Terri Abercrombie, Administrative Secretary

The Planning Commission of the City of Big Bear Lake took the following actions at the January 2, 2002 meeting held in Hofert Hall, Civic and Performing Arts Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

**AGENDA APPROVAL**

Moved by Vice Chair Beede, seconded by Commissioner Day, to approve the Agenda as presented.

**PRESENTATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS**

Nothing to report.

**PUBLIC FORUM**

No one wished to speak.

## 1. CONSENT CALENDAR

- 1.1 Approval of the Minutes from the regular Planning Commission Meeting of December 5, 2001.

City Attorney Martinez recommended the following changes:

- 4.1 The Planning Commission and staff agreed to adjourn the meeting to 10:00 a.m., December 19, 2001, in Hofert Hall, to discuss this item. ~~Following the workshop, the Planning Commission will continue with the regular agenda prepared for that meeting.~~
8. At the hour of 6:20 p.m., Chair Conklin adjourned Items 4.1 and 5.1 to the regular adjourned Planning Commission meeting of December 19, 2001, at 10:00 a.m.
- 1.2 Approval of the Minutes from the regular adjourned Planning Commission Meeting of December 19, 2001.

Moved by Commissioner Jahn, seconded by Vice Chair Beede, to approve the Minutes of December 5, 2001, as corrected, and the Minutes of December 19, 2001, as presented. Motion was passed by a vote of 4 to 0.

## 2. PUBLIC HEARING ITEM

- 2.1 Major Deviation 2001-193  
Location: 639 Catbird Lane  
APN: 306-134-26 and 27  
Applicant: Mr. Merle R. Frick  
Representative: Mr. John Acosta, Mountain Architecture

An application to deviate from the Development Code to legalize the location of an existing single-family residence with regard to street and side yard building setbacks, and to construct a 912 square foot, two-story addition to the structure on property measuring approximately .12 acres, zoned Single-Family Residential (R-1). This project has been determined to be Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301, Class 1 of the State CEQA Guidelines.

Associate Planner Etter presented the staff report recommending that the Planning Commission move to adopt a Resolution approving Major Deviation application number 2001-193, based on the findings and subject to the conditions of approval, and find the project exempt from CEQA.

At the hour of 1:25 p.m., Chair Conklin opened the public hearing.

Mr. Frick, applicant, addressed questions presented by members of the Planning Commission and staff and agreed to the following changes to the findings and conditions of approval:

(b) There are exceptional or extraordinary circumstances or physical conditions applicable to the property that do not generally apply to other properties in the same zone or vicinity in that the residence has existed in its present location for approximately 53 years. The residence is structurally sound and will continue to be used as a single-family residence in keeping with the intended land uses for the site. The lot is substandard in size and contains only 5,454 square feet in area. The property is unusually shaped and bounded on three sides by public right-of-way for which there are street setback requirements. Therefore, the existing physical location of the residential structure combined with the substandard lot size, unusual lot shape and additional street setback requirements are exceptional circumstances that pertain to this property.

9. This Variance is granted to legalize an existing non-conforming structure, which is the location of a conforming single-family residential use. Any future additions or structures on the property shall conform to all applicable development standards in effect at the time such development is proposed. In the event that the structure, which is the subject of this Variance is demolished, any new development on the property shall conform to the applicable development standards in effect at the time such development is proposed.

At the hour of 1:35 p.m., Chair Conklin closed the public hearing.

Moved by Commissioner Jahn, seconded by Vice Chair Beede, to adopt Resolution No. PC2002-01 approving Major Deviation application number 2001-193, based on the findings and subject to the conditions of approval, as follows:

#### **RESOLUTION NO. PC2002-01**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING MAJOR DEVIATION 2001-193 TO REDUCE THE REQUIRED FRONT YARD (EAST) AND SIDE YARD (SOUTH) BUILDING SETBACKS TO THREE FEET FOR AN EXISTING SINGLE FAMILY RESIDENCE AND TO ALLOW A 997 SQUARE FOOT ADDITION TO THE RESIDENCE LOCATED AT 639 CATBIRD LANE, APN 306-134-26 AND 27**

Motion was passed by the following vote:

AYES: CONKLIN, BEEDE, DAY, JAHN  
NOES: NONE  
ABSENT: BREWSTER  
ABSTAIN: NONE

**3. SUMMARY COMMENTS**

Commissioners Day, Jahn and Beede wished everyone a happy new year.

Commissioner Day inquired as to the status of a potential signage issue associated with a subdivision project on Starvation Flats Road. Community Development Director Bogh stated that the Code Compliance Division was investigating the matter. She also reminded the Commissioners that any questions regarding code compliance issues may be directed to the Code Compliance Division directly.

Commissioner Jahn inquired as to the Planning Division's current caseload and anticipated Planning Commission schedule for the upcoming year. Community Development Director Bogh stated that she would contact Commissioner Jahn with a status of the Division's upcoming projects.

Vice Chair Beede requested a list of the current Planning Commission terms of service.

Community Development Director stated that the Planning Commission Secretary would contact members of the Planning Commission to coordinate a future meeting date to discuss the draft Tree Ordinance.

Chair Conklin reminded the Planning Commission that a memorial service was scheduled for Mr. Milton Hofert on Thursday, January 3, 2002 at 2:00 p.m.

**4. ADOURNMENT**

At the hour of 1:45 p.m., Chair Conklin adjourned to the regular Planning Commission of January 16, 2002 at 1:15 p.m.

MINUTES APPROVED AT THE MEETING OF: January 16, 2002

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Lisa Shelton, Planning Commission Secretary