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**PLANNING COMMISSION MEETING MINUTES**  
***REGULAR MEETING***  
**SEPTEMBER 4, 2002**

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**MEETING CALLED TO ORDER:** 1:17 p.m.

**FLAG SALUTE:** Chairman Conklin

**PRESENT:** Commissioner Brewster  
Commissioner Robert Day  
Commissioner Bill Jahn  
Chairman Shed Conklin

**EXCUSED:** Vice-Chairman Thomas Beede

**STAFF:** Molly Bogh, Community Development Director  
Sandra Molina, Principal Planner  
Neil Braunstein, Associate Planner  
Anne Schneider, City Engineer  
Phil Mosley, Chief Building Official  
Jennifer Worth, Administrative Secretary  
Kathy Smith, Administrative Secretary

The Planning Commission of the City of Big Bear Lake took the following actions at the September 4, 2002 meeting held in Hofert Hall, Civic and Performing Arts Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

**AGENDA APPROVAL**

Moved by Chairman Jahn, seconded by Commissioner Brewster, to approve the agenda as presented. The agenda was approved unanimously.

**PRESENTATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS**

Community Development Director Molly Bogh reminded the Planning Commission that the new fees adopted by the City Council will become effective on September 9, 2002. New fee schedules for planning, building, and engineering will be available at the counter by September 9, 2002. In addition, the recently adopted tree conservation ordinance will take effect on Wednesday, September 11, 2002. Staff training sessions have been held for the inspectors and building staff. The planners will be trained tomorrow.

Ms. Bogh informed the Planning Commission that a memorial ceremony for the victims of the September 11, 2001 attacks will be held on September 11, 2002 at the main fire station. The ceremony will be held from 12:00 p.m. to 1:00 p.m. City Hall will remain

closed from 11:30 a.m. to 1 p.m. so that all employees may attend. Due to limited parking spaces please carpool to the ceremony. She also stated that patriotic banners were being hung at Veteran's Park for the ceremony. Ms. Bogh also announced that a memorial service for Peggy Hertzmann is scheduled for Tuesday, September 10 at 4:30 p.m. in the Performing Arts Center.

### **PUBLIC FORUM**

No one wished to speak.

## **1. PUBLIC HEARING ITEM**

1.1 Plot Plan Review 2002-107

Applicant: Curry Engineering

Location: 41460 Big Bear Boulevard

APN: 0309-082-03

An application to expand an existing carpet business by constructing a 1,320 square foot storage building and reconfiguring an existing parking lot to accommodate 11 parking spaces on 1.96 acres zoned Multi-Family/Commercial (C-2). This project has been determined to be exempt from environmental review pursuant to Section 15303, Class 3, of the California Environmental Quality Act (CEQA).

Associate Planner Neil Braunstein reviewed the staff report and recommended that the Planning Commission adopt the attached resolution finding the project exempt from the California Environmental Quality Act (CEQA) and approving Plot Plan Review 2002-107.

Staff addressed Commissioner Brewster's questions regarding the location of the building in relation to the existing trees.

Chairman Conklin opened the public hearing at 1:30 p.m.

Bill Curry, of Curry Engineering and engineer for the project, spoke in favor of the project and answered questions of the Planning Commission.

The following addition to the conditions of approval was agreed upon:

44. Any of the trees to remain on the site, and any new trees planted pursuant to this approval, that have died within 24 months after issuance of a Certificate of Occupancy shall be replaced at a one-to-one ratio with a 24-inch boxed tree of the same species. The determination as to the cause of tree death shall be based on whether more than 40% of the tree's root zone, as defined by the drip line, has been disturbed during construction, as determined by the Chief Building Official. (PLN)

There being no further comments from the public, Chairman Conklin closed the public hearing at 1:36 p.m.

Moved by Commissioner Jahn, seconded by Commissioner Day, to approve the resolution, with the above-mentioned addition, as follows:

**RESOLUTION NO. PC2002-032**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING PLOT PLAN REVIEW 2002-107 TO CONSTRUCT A 1,320 SQUARE FOOT STORAGE BUILDING AND ASSOCIATED PARKING AND LANDSCAPING IMPROVEMENTS LOCATED AT 41460 BIG BEAR BOULEVARD (ASSESSOR'S PARCEL NUMBER 309-082-03).**

The motion was passed by the following vote:

AYES: BREWSTER, DAY, JAHN, CONKLIN

NOES: NONE

ABSENT: BEEDE

ABSTAIN: NONE

**3. PLANNING OFFICIAL'S REPORT**

No report was given.

**4. SUMMARY COMMENTS**

The Planning Commission expressed sadness at the passing of Peggy Hertzmann.

Commissioner Day proposed that work begin on new codes addressing closed eaves and fire retardant roofs. Chief Building Official Phil Mosley stated that he is in the process of completing the writing of the adoption ordinance for the 2001 California building codes. The City has and will continue to have a requirement above the building code requirements for roof coverings, which mandates a minimum of Class A roofing for all structures constructed within the City. In addition, the City has a slope density ordinance, which requires fire resistant construction on all exterior walls, one-hour deck construction and enclosed eaves on new construction where the slope of the lot exceeds thirty percent.

**5. ADJOURNMENT**

There being no further comments, Chairman Conklin adjourned the meeting at 1:47 p.m. to the next regular Planning Commission meeting of September 18, 2002.

MINUTES APPROVED AT THE MEETING OF OCTOBER 2, 2002

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Kathy Smith, Planning Commission Secretary