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**CITY OF BIG BEAR LAKE**  
**PLANNING COMMISSION MEETING MINUTES**  
**REGULAR MEETING**  
**September 17, 2003**

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**MEETING CALLED TO ORDER:** 1:19 p.m.

**FLAG SALUTE:** Commissioner Brewster

**PRESENT:** Commissioner Greg Boll  
Commissioner Charles Brewster  
Vice-Chairman Thomas Beede  
Chairman Bill Jahn

**EXCUSED:** Commissioner Dennis Hall

**STAFF:** Molly Bogh, Deputy City Manager  
Sandra Molina, Principal Planner  
Janice Etter, Associate Planner  
Neil Braunstein, Associate Planner  
Marco Martinez, City Attorney  
Phil Mosley, Chief Building Official  
Anne Schneider, City Engineer  
Lynne Rayner, Administrative Secretary

The Planning Commission of the City of Big Bear Lake took the following actions at the September 17, 2003 meeting held in Hofert Hall, Civic and Performing Arts Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

**AGENDA APPROVAL**

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

**PRESENTATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS**

Deputy City Manager Molly Bogh announced that the date for a joint DWP, City Council and Planning Commission workshop for long range growth planning and water issues has been confirmed for October 27, 2003 at 2:00 p.m. in the training room. She also informed the Planning Commission that an ad hoc sign advisory committee has been formed to address sign requirements in the City. Two meetings have been held to date with committee members and a consultant, at which five different concepts of directional signage were presented for consideration. The Committee asked for two new revised concepts for the next meeting, which is scheduled for October 7<sup>th</sup> at 3:00 p.m. in the training room if anyone would like to attend.

**PUBLIC FORUM**

No one wished to speak.

**1. CONSENT CALENDAR**

1.1 Approval of the Minutes of the Planning Commission meeting of August 20, 2003

Moved by Commissioner Boll, seconded by Vice-Chairman Beede, to approve the minutes of August 20, 2003. The minutes were unanimously approved by a vote of 4 in favor and 0 opposed. Commissioner Hall was absent.

**2. PUBLIC HEARING ITEMS**

2.1 Tentative Parcel Map 2003-085, Tentative Parcel Map No. 16224

Applicant: Osborne Building and Development  
Representative: Mr. Darrell Osborne  
Location: 42141 Brownie Lane  
APN: 2328-204-03

Associate Planner Janice Etter presented the staff report stating that the applicant is requesting to subdivide an existing 1.05-acre property into three (3) properties for the purpose of single-family residential development. Ms. Etter stated staff recommends that the Planning Commission hold a public hearing and adopt a resolution finding the project exempt from the California Environmental Quality Act (CEQA) and approving Tentative Parcel Map Application 2003-085, Tentative Parcel Map No. 16224, based on the findings and subject to the conditions of approval in the resolution, noting the following addition to the findings in the resolution, recommended by City Attorney Marco Martinez:

- i. In carrying out the provisions of this division, the City has considered the effect of ordinances and actions adopted pursuant to this division on the housing needs of the region in which the local jurisdiction is situated and balanced these needs against the public service needs of its residents and available fiscal and environmental resources.

Chairman Jahn opened the public hearing at 1:29 p.m.

Darrell Osborne, representative, stated that he was the owner of the property and planned to build three single-family homes, live in one and sell the other two. He stated he had read and agreed with the conditions of approval in the resolution, including the added finding.

There being no further comments from the public, Chairman Jahn closed the public hearing at 1:30 p.m.

Vice-Chairman Beede expressed his concern regarding tree protection on the property during future construction. Ms. Bogh referred the Planning Commission to condition number 28 in the Conditions of Approval, which covers tree protection during construction. Chief Building Official Phil Mosley also added that the

Building and Safety division would follow through with this condition during the building approval process.

Moved by Commissioner Boll, seconded by Vice-Chairman Beede, to adopt Resolution No. PC2003-017 approving Tentative Parcel Map 2003-085, Tentative Parcel Map No. 16224, based on the amended findings and subject to the conditions of approval as follows:

**RESOLUTION NO. PC2003-017**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING TENTATIVE PARCEL MAP APPLICATION 2003-085, TENTATIVE PARCEL MAP NO. 16224 TO SUBDIVIDE AN EXISTING 1.05-ACRE PROPERTY INTO THREE LOTS AT 42141 BROWNIE LANE (ASSESSOR'S PARCEL NUMBER 2328-204-03)**

The motion was passed by the following vote:

AYES: BOLL, BREWSTER, BEEDE, JAHN  
NOES: NONE  
ABSENT: HALL  
ABSTAIN: NONE

2.2 Plot Plan Review 2003-225

Applicant: Gilligan Log Homes and Construction, Inc.  
Representative: Ms. Gina Gilligan  
Location: 42573 Moonridge Road  
APN: 2328-386-09, 10

Associate Planner Janice Etter presented the staff report stating that the applicant is requesting approval to construct a 1,454 square foot office building addition and a 630 square foot garage addition onto an existing 1,686 square foot office building and expand the parking lot on 12,000 square feet of property zoned Commercial Resort (CR). Ms. Etter stated staff recommends that the Planning Commission hold a public hearing and adopt a resolution finding the project exempt from the California Environmental Quality Act and approving Plot Plan Review application 2003-225, based on the findings and subject to the conditions of approval in the resolution.

Chairman Jahn opened the public hearing at 1:35 p.m.

There being no comments from the public, Chairman Jahn closed the public hearing at 1:35 p.m.

Moved by Vice-Chairman Beede, seconded by Commissioner Brewster, to adopt Resolution No. PC2003-018 approving Plot Plan Review 2003-0225, based on the findings and subject to the conditions of approval as follows:

**RESOLUTION NO. PC2003-018**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING PLOT PLAN REVIEW 2003-225 TO CONSTRUCT A 1,454 SQUARE FOOT OFFICE AND 630 SQUARE FOOT GARAGE ADDITION TO AN EXISTING 1,689 SQUARE FOOT OFFICE BUILDING, AND RECONFIGURE AN EXISTING PARKING LOT TO ACCOMMODATE 9 PARKING SPACES, ON A 12,000 SQUARE FOOT PARCEL LOCATED AT 42573 MOONRIDGE ROAD (ASSESSOR'S PARCEL NUMBER 2328-386-09 AND 10).**

The motion was passed by the following vote:

AYES: BOLL, BREWSTER, BEEDE, JAHN  
NOES: NONE  
ABSENT: HALL  
ABSTAIN: NONE

- 2.3 Conditional Use Permit 2003-244  
Applicant: Mr. Larbi Loucif  
Representative: Mr. Eddie Etter  
Location: 908 Pine Knot Avenue  
APN: 308-193-41

Chairman Jahn stated that he owns property within 300 feet of the proposed location and therefore must abstain from discussion and vote on this item. Vice-Chairman Beede stated that he conducts business with the applicant and therefore must abstain from discussion and vote on this item. Due to the lack of a remaining quorum, this item will be carried over to the next regular Planning Commission meeting on October 1, 2003.

**3. PLANNING OFFICIAL'S REPORT**

None.

**4. SUMMARY COMMENTS**

Commissioner Brewster stated that he had a great time at the wooden boat show last weekend. He also stated that he wished to commend the Forest Service for not closing the forest this summer, which would have had a major impact on the economy of the City.

**5. ADJOURNMENT**

There being no further comments, Chairman Jahn adjourned the meeting at 1:42 p.m. to the next regular Planning Commission meeting of October 1, 2003.

MINUTES APPROVED AT THE MEETING OF \_\_\_\_\_.

\_\_\_\_\_  
Lynne Rayner, Planning Commission Secretary