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**PLANNING COMMISSION MEETING MINUTES**  
***REGULAR MEETING***  
**APRIL 2, 2003**

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

**FLAG SALUTE:** Vice-Chairman Beede

**PRESENT:** Commissioner Greg Boll  
Commissioner Robert Day  
Vice-Chairman Thomas Beede  
Chairman Bill Jahn

**EXCUSED:** Commissioner Charles Brewster

**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 April 2, 2003 meeting held in Hofert Hall, Civic and Performing Arts Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

**AGENDA APPROVAL**

Moved by Vice-Chairman Beede, 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 on April 7<sup>th</sup> at 8:30 a.m., the City Council would be conducting a joint workshop with the board of the Department of Water to discuss possible limitations to water connections and other water issues. Also, the Building and Safety Annual Open House will be held on April 10<sup>th</sup> from 4:00 p.m. to 6:00 p.m. in Hofert Hall.

**PUBLIC FORUM**

No one wished to speak.

**1. CONSENT CALENDAR**

1.1 Approval of the Minutes of the regular Planning Commission meeting of March 19, 2003

The following correction to the March 19, 2003 minutes was noted:

City Attorney Jeff Ballinger attended the March 19, 2003 Planning Commission meeting in the absence of City Attorney Marco Martinez.

Moved by Vice-Chairman Beede, seconded by Commissioner Boll, to approve the minutes of March 19, 2003. The minutes were approved by a vote of 3 in favor and 0 opposed. Commissioner Day abstained from the vote, as he was absent from the meeting of March 19, 2003.

1.2 2003 Local Guidelines for Implementing the California Environmental Quality Act (CEQA)

Moved by Commissioner Boll, seconded by Vice-Chairman Beede, recommending that the City Council and the Improvement Agency adopt a Resolution amending and adopting the 2003 Local Guidelines for Implementing the California Environmental Quality Act. The motion carried by a vote of 4 in favor and 0 opposed.

**2. PUBLIC HEARING ITEMS**

2.1 Plot Plan Review 2003-018

Applicant: Jack Bailey  
Representative: Tom Owens Designs  
Location: 41869 Big Bear Boulevard  
APN: 2328-051-10

To construct a 1,742 square foot addition to an existing 1,512 retail ski shop for the purpose of a food service use, and to reconfigure an existing parking lot to accommodate 24 parking spaces on 25,390 square feet of property.

Associate Planner Neil Braunstein presented the staff report recommending 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 Plot Plan Review 2003-018, based on the findings and subject to the conditions of approval in the resolution.

Mr. Braunstein addressed the Commission's questions and concerns regarding lighting for the parking areas and walkways and hours of operation for the food service business.

Chairman Jahn opened the Public Hearing at 1:28 p.m.

Tom Owens, representative, answered questions presented by members of the Planning Commission and staff. He stated that the applicant has read and agreed with the conditions of approval in the resolution, and agreed to the following addition to item 32 in the conditions of approval.

32. The applicant shall submit a plan for review and approval of the Planning Division showing any new landscaping and outdoor lighting. Site lighting for the entire site shall illuminate drive aisles, walkways, and parking spaces at a minimum of one (1) foot candle and a maximum of three (3) foot candles and shall be directed downward. (PLN)

Dennis Largé, resident of Big Bear Lake, inquired what additional impact to traffic at the intersection of Summit and Big Bear Boulevards the proposed food service business might create.

Ms. Bogh addressed Mr. Largé by stating that the intent of serving coffee and snacks was to provide additional services to customers who would already be patronizing the establishment.

There being no further comments from the public, Chairman Jahn closed the public hearing at 1:42 p.m.

Moved by Commissioner Boll, seconded by Vice-Chairman Beede, to adopt Resolution No. PC2003-007 approving Plot Plan Review 2003-018, based on the findings and subject to the conditions of approval, with the recommended revisions as amended, as follows:

**RESOLUTION NO. PC2003-007**

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING PLOT PLAN REVIEW 2003-018 TO CONSTRUCT A 1,742 SQUARE FOOT ADDITION TO AN EXISTING BUILDING AND ESTABLISH A FOOD AND BEVERAGE SERVICE ON A 25,392 SQUARE FOOT LOT LOCATED AT 41869 BIG BEAR BOULEVARD (ASSESSOR'S PARCEL NUMBER 2328-051-10).

Motion was passed by the following vote:

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

**3. DISCUSSION ITEMS**

**3.1 Development Code and Zoning Map Update**

The public workshop from the March 19, 2003 Planning Commission meeting was resumed. Staff and the Planning Commission continued their review and discussion of items within Development Code Chapter 17.25 - Residential Zones, discussing text, indicating concurrence or requesting revisions to the draft language. Staff responded to questions from the Planning Commission regarding major and minor special event

permits, the number of pets permitted within residential zones, the parking of recreational vehicles, boats and trailers in front yard setbacks and the use of tents or canopies for covered parking.

The following members of the public provided input:

Dennis Large, resident of Big Bear Lake  
Dennis Hall, resident of Big Bear Lake  
Hillary Nutting, reporter for the Grizzly

Commissioner Day left the meeting at 3:00 p.m.

At the hour of 3:00 p.m., Chairman Jahn called for a recess.

At the hour of 3:06 p.m., the Planning Commission reconvened.

The Planning Commission indicated concurrence with Chapter 17.25.010 through 17.25.070 as drafted with revisions as noted during the meeting, and continued the public workshop to the next regularly scheduled Planning Commission meeting for the review of the remainder of Chapter 17.25 and Chapter 17.35.

**4. PLANNING OFFICIAL'S REPORT**

Ms. Bogh had nothing to report.

**5. SUMMARY COMMENTS**

Commissioner Boll stated that he had attended the League of California Cities 2003 Planners Institute in San Diego on March 20-22, 2003 and had thoroughly enjoyed the event. He thanked the City for allowing him to participate.

Chairman Jahn stated he had also attended the 2003 Planners Institute and enjoyed the people whom he had met and the many excellent sessions.

**6. ADJOURNMENT**

There being no further comments, Chairman Jahn adjourned the meeting at 4:10 p.m. to the next regular Planning Commission meeting of April 16, 2003.

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

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