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**CITY OF BIG BEAR LAKE  
PLANNING COMMISSION MEETING MINUTES  
REGULAR MEETING  
July 7, 2004**

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**MEETING CALLED TO ORDER:** 1:16 p.m.

**FLAG SALUTE:** Commissioner Boll

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

**EXCUSED:** Commissioner Garry Dokter

**STAFF:** Sandra Molina, Acting City Planner  
Marco Martinez, City Attorney  
Phil Mosley, Chief Building Official  
Sam Rodriguez, Acting City Engineer  
Janice Etter, Associate Planner  
Lynne Rayner, Administrative Secretary

The Planning Commission of the City of Big Bear Lake took the following actions at the July 7, 2004 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 Brewster, to approve the agenda as presented. The agenda was approved unanimously.

**PRESENTATIONS/ANNOUNCEMENTS/INFORMATIONAL ITEMS**

None.

**PUBLIC FORUM**

No one wished to speak.

**1. CONSENT CALENDAR**

1.1 Approval of the Minutes of the Planning Commission meeting of June 16, 2004.

1.2 Approval of the Minutes of the Special Planning Commission meeting of June 23, 2004.

Moved by Commissioner Brewster, seconded by Vice-Chairman Beede, to approve the minutes of June 16 and June 23, 2004. The minutes were unanimously approved by a vote of 4 in favor and 0 opposed. Chairman Jahn abstained from Item 1.1, as he was absent from the June 16, 2004 meeting.

## **2. PUBLIC HEARING ITEMS**

### 2.1 Major Special Event 2004-020

Applicant: Big Bear Renaissance Society, Inc.  
Representative: Lynda McGinnis  
Location: 42280 to 42382 Moonridge Road and 42600 Rathbun Drive  
APN: 2328-291-05, 06, 07, 08, 09, 10, 26, 27, 28, 30, 31, 32, 33  
2328-383-01

Associate Planner Janice Etter presented the staff report stating that the applicant is requesting approval to hold an outdoor Renaissance Faire open to the public on August 14-15, 2004, including arts and crafts demonstrations and sales, plays and performances, non-amplified music, jousting on horseback, preparation and sale of food items, the sale of alcohol, and overnight camping on the site. She stated that 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 Major Special Event 2004-020 based on the findings and subject to the conditions of approval in the resolution.

Ms. Etter answered the Planning Commission's questions regarding the City Manager camping on the site during the event, correspondence received from the public, the number of Sheriff Deputies to be stationed on site, and the number of personnel from the Fire Department required to be on call during the event.

At the hour of 1:32 p.m., Chairman Jahn opened the public hearing.

Lynda McGinnis, the applicant, stated she had read and agreed with the conditions of approval in the resolution, requesting the following change to condition No. 39, and the Planning Commission concurred.

39. Quiet hours for all overnight camping shall be from 10:00 p.m. to 7:00 a.m. After hours parties shall be prohibited on the event site. The beer truck shall be removed from the site by ~~7:00~~ 8:00 p.m. each night. (PLN, SO)

Bill Downs, resident of Big Bear Lake and business owner, completed a speaker's card but did not address the Planning Commission.

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

Moved by Commissioner Boll, seconded by Vice Chairman Beede, to adopt Resolution No. PC2004-020 approving Major Special Event 2004-020, based on the findings and subject to the amended conditions of approval as follows:

**RESOLUTION NO. PC2004-020**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING MAJOR SPECIAL EVENT 2004-020 TO HOLD AN OUTDOOR RENAISSANCE FAIRE ON AUGUST 14 AND 15, 2004 ON 10 ACRES OF PROPERTY LOCATED AT 42268 THROUGH 42382 MOONRIDGE ROAD (ASSESSOR'S PARCEL NUMBERS 2328-213-19, 2328-291-05, 06, 07, 08, 09, 10, 26, 28, 30, 31, 32, AND 33) AND TO PROVIDE EVENT PARKING ON THE 10-ACRE SITE LOCATED AT 42600 RATHBUN DRIVE (ASSESSOR'S PARCEL NUMBER 2328-383-01).**

The motion was approved by the following vote:

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

2.3 Conditional Use Permit 2004-125

Applicant: Alex Albarian  
Representative: India Sandek, Curry Engineering  
Location: 377 Starlight Circle  
APN: 311-472-08

Commissioner Boll stated that during his visit to the project site, corners of the property and proposed building corners were not properly staked and no address was posted for the residence. He therefore requested that this item be continued until the next Planning Commission meeting to allow time for proper staking and addressing.

At the hour of 1:45 p.m., Chairman Jahn opened the public hearing.

Moved by Commissioner Boll, seconded by Commissioner Brewster, to continue Conditional Use Permit 2004-125 to the Planning Commission meeting of July 21, 2004.

The motion was approved by the following vote:

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

2.3 Conditional Use Permit 2004-126

Applicant: M & M Builders  
Representative: Curry Engineering  
Location: 1219 Pigeon Road  
APN: 310-277-51

Ms. Etter presented the staff report, stating that the applicant is requesting approval to construct a 1,310 square foot single-family residence on a 9,000 square foot lot zoned Single-Family Residential (R-1), upon which portions of the proposed residence are on slopes that are at or exceed 40%. She informed the Planning Commission that the 1219 Pigeon Road address in the staff report, as well as on the plans, was incorrect, and should be changed to 1223 Pigeon Road, and also noted that a single car garage would be constructed in the place of a double car garage. She stated that 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 Conditional Use Permit 2004-126 based on the findings and subject to the conditions of approval in the resolution.

Commissioner Brewster stated that upon his visit to the project site, he was not able to determine the applicant's property, as there already was an existing home at 1219 Pigeon Road. He moved to continue the item to the next Planning Commission meeting so that he might return to the site.

At the hour of 1:55 p.m., Chairman Jahn opened the public hearing.

Mike Sharp, the applicant, stated he received the incorrect address of the property from the title company.

There being no further comments from the public, Chairman Jahn closed the public hearing at the hour of 2:00 p.m.

Commissioner Boll inquired if the application was continued, would it need to be re-noticed to the surrounding property owners. Marco Martinez, City Attorney, stated that the correct Assessors Parcel Number was shown on the diagram, and therefore would not need to be re-noticed.

Commissioner Brewster withdrew his motion to continue. He inquired if there were any outstanding items in Building and Safety. Phil Mosley, Chief Building Official, stated that only two items of concern arose at the Development Review Committee meeting; that two exits would be required on a three-story home, and that cast iron plumbing would be required.

Moved by Vice-Chairman Beede, seconded by Commissioner Brewster, to adopt Resolution No. PC2004-021 approving Conditional Use Permit 2004-126, based on the findings and subject to the conditions of approval as follows:

**RESOLUTION NO. PC2004-021**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING CONDITIONAL USE PERMIT 2004-126 TO CONSTRUCT A SINGLE-FAMILY RESIDENCE CONTAINING 1,310 SQUARE FEET ON 9,000 SQUARE FEET OF PROPERTY ZONED SINGLE-FAMILY RESIDENTIAL, WHERE PORTIONS OF THE NATURAL GRADE ARE AT OR EXCEED 40 PERCENT LOCATED AT 1223 PIGEON ROAD (ASSESSOR'S PARCEL NUMBER 310-277-51).**

The motion was approved by the following vote:

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

2.4 Conditional Use Permit 2004-133

Applicant: Brian Weber  
Representative: Tom Owens Designs  
Location: 346 Starlight Circle  
APN: 311-471-54

Commissioner Boll stated that during his visit to the project site, corners of the property and proposed building corners were not properly staked and no address was posted for the residence. He therefore requested that this item be continued until the next Planning Commission meeting to allow time for proper staking and addressing.

At the hour of 2:05 p.m., Chairman Jahn opened the public hearing.

Brian Weber, applicant, asked the Planning Commission to reconsider their motion to continue. The Planning Commission declined his request.

Moved by Commissioner Boll, seconded by Commissioner Brewster, to continue Conditional Use Permit 2004-125 to the Planning Commission meeting of July 21, 2004.

The motion was approved by the following vote:

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

### **3. DISCUSSION ITEMS**

#### 3.1 Outdoor Display of Merchandise

Ms. Molina presented the staff report stating that following a discussion during the Planning Commission Meeting of February 18, 2004, during which the fee of \$610 and the Minor Modification requirement were discussed, on March 22, 2004 City Council directed staff to work with the Planning Commission to amend the Development Code to remove the Minor Modification requirement for outdoor display. In accordance with City Council direction and to address concerns raised by merchants at the March 22<sup>nd</sup> meeting, staff prepared draft revisions to the regulations for discussion.

A discussion ensued regarding how the outdoor display would be monitored and enforced if a Minor Modification application and site plan were not submitted. It was agreed that 98% of all businesses were displaying their outdoor merchandise properly, and that only 2% were not in compliance.

At the hour of 2:30 p.m., Chairman Jahn opened a public discussion.

Bill Downs, resident of Big Bear Lake and business owner, stated he was willing to conform to the regulations required. He did question the language in paragraph number 2 of the draft performance standards in the staff report marked Attachment 1, pertaining to outdoor display of merchandise in the right of way within Moonridge Road. He stated he would add the City to his liability insurance if he would be able to continue to display outdoor merchandise in the setback area.

Mike Gray, resident of Big Bear Lake and business owner, stated that outdoor display of merchandise in the 10 foot parkway area was necessary so that residents driving by would be aware that his business was open.

After further discussion regarding the appearance and placement of display racks, the Planning Commission proposed the following recommendation to the City Council of changes to the Development Code as it pertains to Outdoor Display:

1. Waive the Minor Modification requirement.
2. Move display racks indoors at night.
3. Keep all merchandise out of the right of way.
4. Require a simple permit process with a small application fee.

### **4. PLANNING OFFICIAL'S REPORT**

Ms. Molina requested the Planning Commission retain their site plans for the Conditional Use Permit items which were continued to the next Planning Commission meeting.

**5. SUMMARY COMMENTS**

Commissioner Boll responded to a letter received by the Planning Commission from Mr. and Mrs. Robert Day stating their concerns for erosion measures at 596 Lucerne. Ms. Molina assured the Planning Commission that the property owner had met with Mr. Mosley and that erosion measures were reviewed, and will be inspected before a final certificate of occupancy will be issued.

**6. ADJOURNMENT**

There being no further comments, Chairman Jahn adjourned the meeting at 3:25 p.m. to the Planning Commission meeting of July 21, 2004.

MINUTES APPROVED AT THE MEETING OF JULY 21, 2004.

*Lynne Rayner*

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Lynne Rayner, Administrative Secretary