
**CITY OF BIG BEAR LAKE
PLANNING COMMISSION MEETING MINUTES
REGULAR MEETING
May 18, 2005**

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

FLAG SALUTE: Commissioner Boll

PRESENT: Commissioner Timothy Brigham
Commissioner Garry Dokter
Commissioner Greg Boll
Vice-Chairman Charles Brewster
Chairman Thomas Beede

STAFF: Sandra Molina, City Planner
David Martinez, Deputy City Manager
Marco Martinez, City Attorney
Phil Mosley, Chief Building Official
Sam Rodriguez, 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 May 20, 2005 meeting held in Hofert Hall, Civic and Performing Arts Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

AGENDA APPROVAL

Moved by Vice-Chair Brewster, seconded by Chairman Beede, to approve the agenda as presented. The agenda was approved unanimously.

PRESENTATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS

Commissioner Boll announced his resignation from the Planning Commission because he is moving from Big Bear, stating that he was sorry he would not be able to complete his term, and that it had been his pleasure to serve the City. City Planner Molina accepted his resignation and clarified that it would be effective after today's meeting.

Chairman Beede presented a Proclamation of Appreciation to Commissioner Boll on behalf of staff and the Planning Commission for Commissioner Boll's efforts and time served on the Planning Commission, and offered him best wishes in his future endeavors.

Mayor Mulvihill presented Commissioner Boll with a Plaque of Appreciation from the City Council, thanking Mr. Boll for his service to the City.

Ms. Molina announced that the City Clerk's office would be accepting applications to fill the vacant Planning Commission and DWP Board seats until May 27, 2005.

PUBLIC FORUM

No one wished to speak.

1. CONSENT CALENDAR

1.1 Approval of the Minutes of the Planning Commission meeting of May 4, 2005.

Moved by Commissioner Boll, seconded by Vice-Chair Brewster, to approve the minutes for May 4, 2005 as presented. The minutes were unanimously approved by a vote of 5 in favor and 0 opposed.

2. PUBLIC HEARING ITEMS

2.1 Tentative Parcel Map Application 2003-256, Tentative Parcel Map No. 16274

Applicant: Walker and Walker Development, LLC

Representative: Mr. David Walker

Location: 41060-41082 Big Bear Boulevard

APN: 0309-021-03, 04, 05

Associate Planner Janice Etter presented the staff report, stating that the applicant is requesting approval to subdivide an existing 3.8-acre property zoned Commercial-Visitor (C-3) into three (3) parcels. She continued, stating that easements are proposed to be established and recorded to provide permanent vehicle access, shared parking spaces, lake access, utilities, and drainage facilities for the proposed parcels, and that a reciprocal agreement is also proposed for the maintenance and repair of common improvements. Ms. Etter reminded the Commission that this application is being continued from the May 4, 2005 Planning Commission meeting to allow staff and the Commission to revisit the site in order to reconsider the location of the lake access easement.

Ms. Etter stated that as a result of revisiting the site and in consideration of the applicant's desire to provide lake access across Parcel 1 for the benefit of Parcels 2 and 3, the applicant and staff agreed to a modified alignment that crosses the southeasterly portion of Parcel 1, adjacent to the motel building, and continuing north along the easterly property line of Parcel 1, adjacent to the restaurant building. She explained that this new location alleviates staff's main concern about the previously proposed location that was located in a narrow strip of land behind the motel building, and addresses Mr. Walker's need to keep the west side of the restaurant unencumbered, noting that Condition Number 14 has been revised accordingly.

Commissioner Brigham indicated that the submitted reciprocal agreement pertains to Parcels 2 and 3 only, and that Parcel 1 containing the restaurant should be added. Staff noted that Condition Number 15 should be revised as follows:

15. Draft copies of the easement documents and reciprocal agreements for access and maintenance of the shared improvements across Parcels 1, 2 and 3 shall be submitted to the City for review and approval. The applicant shall pay all costs associated with said review. (PLN, CE)

At the hour of 1:29 p.m., Chairman Beede reopened the public hearing.

David Walker, the applicant, stated he had read and agreed with the Conditions of Approval, including amended Condition Number 15.

Hearing no further comment, Chairman Beede closed public hearing at 1:31 p.m.

Moved by Commissioner Boll, seconded by Commissioner Dokter, to adopt Resolution No. PC2005-014 approving Tentative Parcel Map Application 2003-256, Tentative Parcel Map No. 16274, based on the findings and subject to the amended conditions of approval as follows:

RESOLUTION NO. PC2005-14

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING TENTATIVE PARCEL APPLICATION 2003-256 FOR TENTATIVE PARCEL MAP NO. 16274 TO SUBDIVIDE AN EXISTING 3.8-ACRE PROPERTY INTO THREE PARCELS AT 41060-41082 BIG BEAR BOULEVARD, (ASSESSOR'S PARCEL NUMBERS 0309-021-03, 04, AND 05).

The motion was approved by the following vote:

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

2.2 Plot Plan Review 2005-025

Applicant: Larry Adam
Representative: Same
Location: 42718 Moonridge Road
APN: 2328-466-01, 02, 03

Ms. Molina presented the staff report, stating that the applicants are requesting approval to construct a 2,840 square foot commercial office building with 14 parking spaces on 15,126 square feet of property. She continued, stating that staff recommends the Planning Commission open the public hearing and continue the hearing to the meeting of June 1, 2005, in order to allow the applicant to submit plans that accurately reflect the finished floor elevation of the building to comply with the Floodplain Management Ordinance.

At the hour of 1:35 p.m., Chairman Beede opened the public hearing.

Moved by Commissioner Dokter, seconded by Vice-Chair Brewster, to continue Plot Plan Review 2005-025 to the Planning Commission meeting of June 1, 2005, to allow time for the applicant to submit plans that comply with the Floodplain Management Ordinance.

The motion was approved by the following vote:

AYES: BRIGHAM, DOKTER, BOLL, BREWSTER, BEEDE

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

3. WORKSHOP / DISCUSSION ITEMS

3.1 Outdoor Display of Merchandise

Ms. Molina provided background information to the Commission from the 2004 workshop and the 2004 City Council request to amend the Development Code to remove provisions requiring a Minor Modification application for outdoor display. She discussed the changes proposed at that time, reviewed recommended changes based on 2004 discussion, and stated that staff recommends that the Planning Commission receive additional public input and direct staff accordingly.

The Planning Commission and members of staff discussed the proposed revisions to Development Code Section 17.35.090, including such topics as earth tone colors vs. the use of shiny display racks, the proposed fee amount, displaying items on fences and in the setback area, and screening of items on display tables.

Chairman Beede received public comment from the following business owners:

Bill Downs, owner of Wild Wings on Moonridge Road

Mike Gray, owner of Mountain Bear Essentials on Moonridge Road

Sheila Schoettger, owner of the Schoettger Gallery in the Village

Commissioner Dokter stated he thought the Zoning Clearance procedure for outdoor display and \$26.00 fee were fair, but expressed his concerns about the required ten-foot setback from the right-of-way affecting different merchants in different areas; creating clearer language regarding display racks; and that the maximum outdoor display area size of 200 square feet or one-half of the front yard area may not be viable for larger businesses.

Commissioner Brigham stated that the language regarding fence poles and utility poles needed to be more specific, and asked if the Village Specific Plan might have different performance standards than other parts of the City. He also questioned whether the accessory table would need to be modified to reflect outdoor use.

Vice-Chair Brewster stated he thought the Zoning Clearance procedure and \$26.00 fee were fair, but stated that the word “substantially” needed to be stricken from paragraph 4 pertaining to screening alternatives to the storage of display racks indoors and that display tables should be fully screened. He also expressed that the Village area public right-of-ways needed to be kept clear and perhaps needed different standards than merchants in other parts of the City with drive by traffic.

Chairman Beede asked for clarification regarding hanging retail merchandise for sale on fences and/or the sides of buildings, and how to determine if the items hanging were decoration or actual merchandise for sale by the merchant.

Having received sufficient input from the Commission, Ms. Molina stated that staff will make revisions as directed to Section 17.35.090 (Performance Standards) of the Development Code, and bring it back to the Planning Commission for a public hearing at a future date.

4. PLANNING OFFICIAL'S REPORT

5. SUMMARY COMMENTS

None.

6. ADJOURNMENT

There being no further comments, Chairman Beede adjourned the meeting at 2:31 p.m.

MINUTES APPROVED AT THE MEETING OF JUNE 1, 2005.

Lynne Rayner

Lynne Rayner, Administrative Secretary