
**CITY OF BIG BEAR LAKE
PLANNING COMMISSION MEETING MINUTES
REGULAR MEETING**

June 1, 2005

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

FLAG SALUTE: Commissioner Dokter

PRESENT: Chairman Thomas Beede
Commissioner Timothy Brigham
Commissioner Garry Dokter
Vice-Chairman Charles Brewster
One Seat Vacant

STAFF: Sandra Molina, City Planner
David Martinez, Deputy City Manager
Marco Martinez, City Attorney
Sam Rodriguez, City Engineer
Janice Etter, Associate Planner
Neil Braunstein, Associate Planner
Patrick McLaughlin, Assistant Planner
Lynne Rayner, Administrative Secretary

The Planning Commission of the City of Big Bear Lake took the following actions at the June 1, 2005 meeting held in Hofert Hall, Civic and Performing Arts Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

AGENDA APPROVAL

Moved by Commissioner Dokter, seconded by Commissioner Brigham, 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 May 18, 2005.

Moved by Commissioner Dokter, seconded by Commissioner Brigham, to approve the minutes for May 18, 2005 as presented. The minutes were unanimously approved by a vote of 3 in favor and 0 opposed.

2. PUBLIC HEARING ITEMS

2.1 Plot Plan Review 2005-025

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

Associate Planner Neil Braunstein presented the staff report, stating that the applicant is requesting approval to construct a 2,840 square foot commercial office building with 14 parking spaces on 15,126 square feet of property. He continued, stating that this application was continued from the Planning Commission meeting of May 18, 2005 to allow the applicant time to submit plans that accurately reflect the finished floor elevation of the building to comply with the Floodplain Management Ordinance. He stated that those plans had been submitted, that the applicant was in attendance and agreed with the conditions of approval, and that staff recommends the Planning Commission adopt a resolution finding the project exempt from the California Environmental Quality Act (CEQA) and approving Plot Plan Review 2005-025.

Commissioner Dokter inquired how many diagonal parking spaces on Moonridge Road would be eliminated by the placement of the driveway for the project. Mr. Braunstein replied three spaces would be eliminated.

Vice-Chairman Brewster asked about a landscape plan. Mr. Braunstein stated that a preliminary landscape plan had been submitted and was acceptable.

At the hour of 1:25 p.m., Vice-Chairman Brewster opened the public hearing and hearing no comment, closed it again.

Moved by Commissioner Dokter, seconded by Vice-Chair Brewster, to adopt Resolution No. PC2005-015 approving Plot Plan Review 2005-025 based on the findings and subject to the conditions of approval as follows:

RESOLUTION NO. PC2005-015

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING PLOT PLAN REVIEW 2005-025 TO CONSTRUCT A 2,840 SQUARE FOOT OFFICE BUILDING ON A 15,126 SQUARE FOOT LOT LOCATED AT 42718 MOONRIDGE ROAD (ASSESSOR'S PARCEL NUMBERS 2328-466-01, 02 & 03).

The motion was approved by the following vote:

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

2.2 Plot Plan Review 2005-063

Applicant: Crisann Conroy
Representative: Tom Morrison
Location: 38795 Waterview
APN: 306-061-36

Associate Planner Neil Braunstein presented the staff report, stating that the applicant is requesting to construct a 3,114 square foot two-story residence and 572 square foot garage on a 8,232 square foot parcel zoned Single Family Residential (R-1). Associate Planner continued the presentation, stating that the Planning Commission approved Tentative Parcel Map Application 2003-319 for Parcel Map 16356, on January 7, 2004, which subdivided a 0.70-acre property into two parcels. She stated that this action was appealed to the City Council, which was heard on February 23, 2004, and that during discussion of the item, several motions were made in support of, and in opposition to the subdivision, and none of the motions were successful until the Council added a condition of approval requiring the review of any future development on Parcel 1 by the Planning Commission via a Plot Plan Review application, which is before the Commission today. She stated that the applicant is present at the meeting and concurred with the conditions of approval, and that staff recommends the Planning Commission adopt a resolution finding the project exempt from the California Environmental Quality Act (CEQA) and approving Plot Plan Review 2005-063.

Commissioner Dokter asked if all concerns raised by neighbors during the City Council Appeal had been addressed, such as parking, increased traffic, unattractive construction, the alteration of the appearance of the neighborhood, and the removal of trees. Ms. Etter stated that they were.

Commissioner Brigham inquired about a tree replacement plan for the project, given that 19 trees are to be removed. Ms. Etter stated that a tree management plan was not required for a single-family residence and that the remaining 18 trees would be sufficient for the size of the property.

Vice-Chairman Brewster expressed his concern for only one covered parking space in the garage, in addition to the one uncovered parking space planned for the driveway, and that this would not be fair to the neighborhood. After discussion with staff, the applicant and the representative, the following paragraph (d) was added to Condition No. 20, and the applicant concurred:

20. d. The garage floor plans shall be revised to show a two-car garage with minimum clear inside dimensions of 20 feet by 20 feet.

At the hour of 1:39 p.m., Vice-Chairman Brewster opened the public hearing.

Crisann Conroy, the applicant, informed the Commission that a sale on the property was pending, and stated her reluctance to complete the paving of the driveway required to be completed by July 1, 2005 until after equipment trucks could deliver construction materials to the building site.

Commissioner Brigham expressed his concern regarding the sale of the lot, which would change parties on the property before the July 1, 2005 bond improvements were completed, stating that an adjacent neighbor also had concerns regarding easement improvements being completed before building permits would be issued for new construction.

Ms. Etter stated that the requirement of finalizing the easement improvements was a condition of approval on the final map, which has recorded with a bond requiring completion by July 1, 2005, and asked the City Attorney for his advice.

City Attorney Marco Martinez stated that due to the July 1st date rapidly approaching, the applicant would be forced to make the public improvements first before construction begins, or the applicant would have the option to ask for an extension of the Subdivision Improvement Agreement, if extensions are authorized in the Agreement.

City Planner Molina informed the Commission that if this action is approved today, it becomes effective in 11 days, so by the time the building permits are issued this item would take care of itself.

Vice-Chair Brewster stated no building permits should be issued until the improvements have been completed.

City Attorney Martinez stated that since building would be done concurrently, a better approach would be to require no Certificate of Occupancy be issued until the improvements had been completed.

City Engineer Sam Rodriguez stated that he would recommend waiting on repaving until all heavy equipment traffic was completed.

Community Development Director David Martinez suggested that this could be resolved by imposing a condition to withhold a final framing inspection until the paving improvements were completed, which would allow time for building materials to be dropped off.

Commissioner Brigham asked what affect it would have on building permits if the City had to pull the bond if improvements were not completed.

Ms. Molina stated that it was not the City's practice to pull bonds and do the improvements; that staff preferred to hold the construction at a certain point until improvements were completed. She indicated that a general condition could be added to the resolution stating that the bonded improvements shall be completed prior to issuance of a final framing inspection.

Vice-Chairman Brewster stated that this would be a good solution for the applicant and for the neighbors.

Carly Baird, representative for the buyer, stated she did not think the buyers would have a problem with the requirement for the final framing inspection to be held for the

driveway improvements to be completed, but noted that lumber would still need to be delivered to the site after the framing inspection was completed.

Commissioner Brigham expressed his concern that these imposed conditions might affect the sale of the property.

City Attorney Martinez stated that normally one is entitled to complete a project once a foundation is poured and inspected, but in this case the City would be deferring that to the end of framing, which means that if it was not done it would not be able to be argued that the project was vested and the applicant had the right to complete it. He stated that the applicant would need to state her acceptance to this condition on the record.

Vice-Chairman Brewster reiterated that his suggestion would be no building permit issued until improvements had been made, even if the driveway would have to be paved twice.

Ms. Conroy stated that she did not want to hold up escrow or chance having anything affect the construction loan on the property in any way, so therefore agreed to complete the paving improvements by July 1, 2005.

At the hour of 1:55 p.m., Vice-Chairman Brewster closed the public hearing.

Moved by Commissioner Dokter, seconded by Commissioner Brigham, to adopt Resolution No. PC2005-016 approving Plot Plan Review 2005-063 based on the findings and subject to the amended conditions of approval as follows:

RESOLUTION NO. PC2005-16

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING PLOT PLAN REVIEW 2005-063 TO CONSTRUCT A TWO-STORY, 3,114 SQUARE FOOT SINGLE-FAMILY RESIDENCE AND 572 SQUARE FOOT GARAGE ON A 0.18-ACRE PROPERTY ZONED SINGLE-FAMILY RESIDENTIAL (R-1), LOCATED AT 38795 WATERVIEW DRIVE (ASSESSOR'S PARCEL NUMBER 0306-061-36), PARCEL 1 OF PARCEL MAP 16356.

The motion was approved by the following vote:

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

2.3 Major Special Event 2005-047

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

Assistant Planner Patrick McLaughlin presented the staff report, stating that the applicants were requesting to hold a Renaissance Faire on the consecutive weekends of August 13-14 and 20-21 on vacant property generally located on the north side of Moonridge Road between Brownie Lane and Evergreen Drive. He stated that although the Planning Commission previously approved this event, because a second weekend was added to the event the item must be brought back to the Planning Commission pursuant to the Development Code.

Mr. McLaughlin stated that staff recommends the Planning Commission adopt a resolution finding the project exempt from the California Environmental Quality Act (CEQA) and approving Major Special Event 2005-047.

Commissioner Brigham asked if there would be camping between the two weekends of the event. Mr. McLaughlin informed the Commission that although security will be present between weekends that no camping by the general public would occur, and that quiet hours will apply to the security staff present.

Vice-Chairman Brewster inquired if City Manager Michael Perry would be camping at the site this year as he did last year, or if any City representative would be camping during the event. Mr. McLaughlin stated that Michael Perry would not be camping on the site this year, and that additionally no other City representative would be camping, but that a meeting will be held in early August with representatives from the Sheriff's Department, City staff, Faire representatives, and concerned citizens to review conditions and troubleshoot for any anticipated problems.

At the hour of 2:04 p.m., Vice-Chairman Brewster opened the public hearing.

Bill Downs, adjacent business owner, stated his support for the Renaissance Faire.

Hearing no further comment, at the hour of 2:05 p.m., Vice-Chairman Brewster closed the public hearing.

Vice-Chair Brewster inquired if all concerns raised by adjacent neighbors had been taken care of. Ms. Molina stated that they had been addressed. Vice-Chair Brewster then inquired who would be the main person in charge.

At the hour of 2:07 p.m., Vice-Chairman Brewster reopened the public hearing.

Lynda McGinnis, the applicant, stated that she would be on site 24 hours and would be the person in charge. She stated that Michael George, the head of security for the event, would also be on site 24 hours a day, as well as Michael Anderson, a State Police

Officer. She also informed the Commission that the City Manager had agreed to allow the beer truck to remain on the site during the evening hours if the generator for the truck was turned off during quiet hours. After a discussion regarding the request, the following revision was made to Condition No. 39, and the applicant 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 p.m. each night. The generators for the beer trucks shall be turned off by 10:00 p.m. each night, and relocated to the center of the site.

Hearing no further comment, Vice-Chairman Brewster closed the public hearing for a second time at 2:10 p.m.

Moved by Commissioner Dokter, seconded by Vice-Chair Brewster, to adopt Resolution No. PC2005-017 approving Major Special Event 2005-047 based on the findings and subject to the amended conditions of approval as follows:

RESOLUTION NO. PC2005-017

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING MAJOR SPECIAL EVENT 2005-047 TO HOLD AN OUTDOOR RENAISSANCE FAIRE ON AUGUST 13 AND 14 AND AUGUST 20 AND 21, 2005 ON 10 ACRES OF PROPERTY LOCATED AT 42320 TO 42382 MOONRIDGE ROAD (ASSESSOR'S PARCEL NUMBER 2328-291-05, 06, 07, 08, 09, 27, 28, 30, 31, 32, 33); 42488 MOONRIDGE ROAD (ASSESSOR'S PARCEL NUMBER 2328-301-24); 42600 RATHBUN DRIVE (ASSESSOR'S PARCEL NUMBER 2328-383-01); AND, 592 & 604 ELM STREET (ASSESSOR'S PARCEL NUMBER 2328-375-03 & 2328-381-01).

The motion was approved by the following vote:

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

3. PLANNING OFFICIAL'S REPORT

None.

4. SUMMARY COMMENTS

None.

5. ADJOURNMENT

There being no further comments, Vice-Chairman Brewster adjourned the meeting at 2:16 p.m.

MINUTES APPROVED AT THE MEETING OF JUNE 15, 2005.

Lynne Rayner

Lynne Rayner, Administrative Secretary