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

**September 21, 2005**

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

**FLAG SALUTE:** Commissioner Hackney

**PRESENT:** Chairman Thomas Beede  
Vice-Chairman Garry Dokter  
Commissioner Tim Brigham  
Commissioner Rick Hackney  
Commissioner Craig Smith

**STAFF:** Sandra Molina, City Planner  
Marco Martinez, City Attorney  
Phil Mosley, Chief Building Official  
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 September 21, 2005 meeting held in Hofert Hall, Civic and Performing Arts Center, 39707 Big Bear Boulevard, Big Bear Lake, California.

**AGENDA APPROVAL**

Moved by Vice-Chairman Dokter, seconded by Commissioner Smith, to approve the agenda as presented. The agenda was approved unanimously.

**PRESENTATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS**

City Planner Molina stated that a memo had been distributed responding to the Commission's request for a report on the Island in the Sky Concert.

**PUBLIC FORUM**

No one wished to speak.

**1. CONSENT CALENDAR**

1.1 Approval of the Minutes of the Planning Commission meeting of August 31, 2005.

Moved by Vice-Chairman Dokter, seconded by Chairman Beede, to approve the minutes of August 31, 2005 as presented. The minutes were unanimously approved by a vote of 4 in favor and 0 opposed, with Commissioner Hackney abstaining.

1.2 Approval of the Minutes of the Planning Commission meeting of September 7, 2005.

Moved by Commissioner Hackney, seconded by Chairman Beede, to approve the minutes of September 7, 2005 as presented. The minutes were unanimously approved by a vote of 3 in favor and 0 opposed, with Commissioners Smith and Brigham abstaining.

**2. PUBLIC HEARING ITEMS**

2.1 Environmental Review 2005-029

Applicant: Bill Jahn  
Representative: Same  
Location: 1200 through 1248 Wolf Creek Court  
APN: 310-943-01 through 310-943-10

City Attorney Martinez explained that three Commissioners have potential conflicts of interest, either with the applicant or with the property in question and that the application has been continued from the meeting of September 7, 2005 to allow for the Commissioners to participate by drawing straws to re-qualify one Commissioner to allow for a minimum quorum.

For the record, Chairman Beede performed snow plowing for the applicant, Commissioner Hackney conducted appraisals for the applicant, and Vice-Chairman Dokter owns property in Wolf Creek Estates. Chairman Beede drew the short straw, and Commissioner Hackney and Vice-Chairman Dokter left the meeting room.

Associate Planner Etter presented the staff report, stating that the applicant is requesting to replace a mitigation measure and condition of approval pertaining to building setback requirements with the standard residential building setbacks contained in the Development Code. She stated that staff recommends that the Planning Commission conduct the public hearing, take public testimony, and adopt a resolution approving Environmental Review 2005-029 subject to the revised mitigation measure contained in the resolution.

City Planner Molina informed the Commission that Commissioners Brigham and Smith had listened to the audiotape from the meeting of September 7, 2005 and were eligible to participate in the discussion and vote of this item.

At the hour of 1:25 p.m. Chairman Beede re-opened the public hearing.

City Attorney Martinez stated that Councilmember Jahn might address the Planning Commission with respect to the parcel in question, as it is his personal financial interest.

Bill Jahn, the applicant, stated he had read the staff report and resolution, concurred with the recommendation, and thanked staff for their work on the project.

Hearing no further comment, Chairman Beede closed the public hearing at 1:30 p.m.

Moved by Commissioner Smith, seconded by Commissioner Brigham, to adopt Resolution No. PC2005-34 approving Environmental Review 2005-029 as presented, based on the findings as follows:

**RESOLUTION NO. PC 2005-34**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING ENVIRONMENTAL REVIEW APPLICATION 2005-029, REPLACING A MITIGATION MEASURE AND CONDITION OF APPROVAL ADOPTED IN PLANNING COMMISSION RESOLUTION NO. PC2002-027 PERTAINING TO SPECIAL SETBACKS WITH THE STANDARD RESIDENTIAL BUILDING SETBACKS CONTAINED IN DEVELOPMENT CODE FOR THE 2.45 ACRE THE WOLF CREEK SUBDIVISION, TRACT 16297, IN THE SINGLE-FAMILY RESIDENTIAL ZONE, 1200 THROUGH 1248 WOLF CREEK COURT, (ASSESSOR'S PARCEL NUMBERS 0310-943-01 THROUGH 10).**

The motion was approved by the following vote:

AYES: SMITH, BRIGHAM, BEEDE  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: HACKNEY, DOKTER

At the hour of 1:32, Commissioner Hackney and Vice-Chairman Dokter rejoined the meeting and took their seats at the dais.

2.2 Variance 2005-157

Applicants: Bruce and Bonnie Cotton  
Representative: Eddie Etter  
Location: 174 Round Drive  
APN: 307-016-01

Commissioner Hackney informed the Commission that he had performed services of a financial nature for the applicant within the last 60 days, so therefore must abstain from the discussion on Variance 2005-157 and left the meeting room.

Associate Planner Braunstein presented the staff report, stating that the applicants are requesting to encroach nine feet into a required 20-foot street side setback area to accommodate a remodel of an existing 1,346 square foot single-family residence by adding a 1,455 square foot, two-story addition. He stated that this application was being continued from the Planning Commission meeting of September 7, 2005 for lack of a quorum.

He continued, stating that as a result of the public notification, the Planning Division had received one letter from a nearby neighbor expressing a height concern, distributed to the Commission on green sheet. Staff recommends the Planning Commission conduct a public hearing, take public testimony, and adopt a resolution finding the project exempt from the California Environmental Quality Act and approving Variance 2005-157 based on the findings and subject to the conditions of approval contained in the resolution.

City Planner Molina informed the Commission that Commissioners Brigham and Smith had listened to the audiotape from the meeting of September 7, 2005 and were eligible to participate in the discussion and vote of this item.

At the hour of 1:37 p.m. Chairman Beede conducted the public hearing.

Eddie Etter, the applicant's representative, stated the applicant had read and agreed with the conditions of approval contained in the resolution, with the exception of planting one replacement tree. After discussion it was the consensus of the Commission that the replacement tree would be planted.

Hearing no further comment, Chairman Beede closed the public hearing at 1:40 p.m.

Moved by Vice-Chairman Dokter, seconded by Commissioner Brigham, to adopt Resolution No. PC2005-35 approving Variance 2005-157 as presented, based on the findings and subject to the conditions of approval as follows:

**RESOLUTION NO. PC2005-35**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING VARIANCE 2005-157 TO ENCROACH NINE FEET INTO A REQUIRED 20-FOOT STREET-SIDE SETBACK AREA TO ACCOMMODATE A REMODEL OF AN EXISTING 1,346 SQUARE FOOT SINGLE FAMILY RESIDENCE BY ADDING A 1,455 SQUARE FOOT, TWO STORY ADDITION, ON 14,280 SQUARE FEET OF PROPERTY LOCATED AT 174 ROUND DRIVE (ASSESSOR'S PARCEL NUMBER 307-016-01).**

The motion was approved by the following vote:

AYES: SMITH, BRIGHAM, DOKTER, BEEDE

NOES: NONE

ABSENT: NONE

ABSTAIN: HACKNEY

At the hour of 1:43, Commissioner Hackney rejoined the meeting and took his seat at the dais.

2.3 Plot Plan Review 2005-171

Applicants: Kimberli and William Lebens  
Representative: Same  
Location: 42801 Willow Avenue  
APN: 2328-486-17

Assistant Planner McLaughlin presented the staff report, stating that the applicants are requesting approval to add a 1,656 square foot garage and master bedroom addition to an existing, legal non-conforming single-family residence on a 7,500 square foot lot zoned Single-Family Residential (R-1). He continued, stating that staff recommends that the Planning Commission conduct a public hearing, take public testimony and adopt a resolution finding the project exempt from the California Environmental Quality Act (CEQA) and approving Plot Plan Review 2005-171 based on the findings and subject to the conditions of approval contained in the resolution.

Commissioner Smith asked if the three parcels were individual lots. Assistant Planner McLaughlin stated that they were, but that a lot merger application would be filed before project completion.

Chairman Beede inquired about the wood shed. Assistant Planner McLaughlin stated that he had no information on whether or not the shed was permitted, but that it would be removed if the applicants could not show proof that it was permitted at the time it was constructed.

At the hour of 1:50 p.m., Chairman Beede opened the public hearing.

William Lebens, the applicant, stated that he had read and agreed with the conditions of approval contained in the resolution and informed the Commission that a lot merger application had been submitted to the Engineering Division. He also stated that the shed would be removed in conjunction with the new construction.

Hearing no further comment, Chairman Beede closed the public hearing at 1:53 p.m.

Moved by Commissioner Hackney, seconded by Commissioner Smith, to adopt Resolution No. PC2005-36 approving Plot Plan Review 2005-171 as presented, based on the findings and subject to the conditions of approval as follows:

**RESOLUTION NO. PC2005-36**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, APPROVING PLOT PLAN REVIEW 2005-171 TO EXPAND AN EXISTING LEGAL NONCONFORMING RESIDENCE BY CONSTRUCTING A 1,656 SQUARE FOOT BUILDING ADDITION ON A 0.1722-ACRE PROPERTY ZONED R-1 AND LOCATED AT 42801 WILLOW AVENUE (ASSESSOR'S PARCEL NUMBER 2328-486-17).**

The motion was approved by the following vote:

AYES: SMITH, HACKNEY, BRIGHAM, DOKTER, BEEDE

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

2.4 Minor Modification 2005-205

Applicants: Plaza Freeway LTD  
Representative: Ron Dibelka  
Location: 42140 Big Bear Boulevard  
APN: 0311-361-04

Associate Planner Etter presented the staff report, stating that the applicant is requesting reconsideration of Condition of Approval No. 19, as reflected in the minutes of the September 1, 2004 Planning Commission meeting (Condition of Approval No. 20, as reflected in Resolution No. 2004-033), approving Conditional Use Permit 2004-209, pertaining to the requirement to install a raised median within Christmas Tree Lane. She continued, stating that staff recommends that the Planning Commission hold a public hearing, take public testimony, and adopt a resolution finding the project exempt from the California Environmental Quality Act and approving Minor Modification 2005-205.

Commissioner Dokter asked staff what other options had been considered. Associate Planner Etter stated that staff did not want to eliminate the left turn lane, but had considered recessed reflectors in-ground, or flexible aboveground lane delineators.

Commissioner Dokter then asked what could be done if either of these options did not solve directional traffic issues. City Planner Molina stated that the Conditional Use Permit could be brought back if a condition was placed requiring monitoring.

City Attorney Martinez informed the Commission that an additional condition had not been noticed, but that the Conditional Use Permit could be brought back as a nuisance condition in the future if needed.

Commissioner Smith asked staff what the lane widths are currently. Associate Planner Etter replied 12 feet each, including the gutter.

Commissioner Brigham asked if the left hand turn lane could be eliminated. Chairman Beede stated that the left turn lane, in addition to the raised median, had been points strongly supported in the original approval.

At the hour of 2:19 p.m., Chairman Beede opened the public hearing.

Bob Harding, representative for the applicant and general contractor on the project, stated the public was used to an 80-foot wide driveway for ingress and egress, but that the public would become aware of the correct way to use the more narrow lanes once construction was completed.

Vice-Chairman Dokter stated that this was true for local residents, but not for visitors.

Bill Jahn, Councilmember, stated that he was Planning Commission Chairman when the project was approved in 2004, and that he had called the Building and Safety Division with his concerns for the median the day the first curb cut was made.

Hearing no further comment, Chairman Beede closed the public hearing at the hour of 2:26 p.m.

Commissioner Hackney stated a left turn lane was necessary and agreed with Chairman Beede that a soft delineation was important for the lanes to be seen clearly in snow conditions.

Commissioner Smith stated that 90 percent of Big Bear Lake Interlaken Center traffic uses Christmas Tree Lane to enter the center, and that he was in favor of a hardscape median to delineate the street. He suggested reducing the width of the slower speed right hand turn lane to allow for a wider left turn lane and the incoming lane.

City Planner Molina informed the Commission that she understood the consensus of the Commission, and suggested a recess to consult with the applicant and the City Engineer.

At the hour of 2:32 p.m., Chairman Beede called for a recess.

At the hour of 2:43 p.m., Chairman Beede reconvened the meeting and noting for the record that no one had left the room, reopened the public hearing.

Bob Harding stated that Christmas Tree Lane is used by trucks as well as automobiles for access to the shopping center, and that a raised median would not allow the turning radius needed for large trucks.

Chairman Beede inquired about the driveway entrance between the Von's and the bank building for truck access. Mr. Harding replied that the road is private property, along with the service driveway on Sandalwood, and that sometime in the future access might be revised.

Bill Jahn stated that the applicant knew they had to put a raised median in, and that it was up to the designer to include it in the plans.

Bob Harding replied that they had spent many months working with staff to come up with a design for the raised median, and believed all had agreed on the current design.

Ron Dibelka, the applicant, stated that at some point in the future Christmas Tree Lane would be the only entrance for all truck traffic into the shopping center, and was requesting consideration to remove the raised median requirement to allow more room for the traffic lanes.

City Attorney Martinez stated that based on the present information available to the Commission, that there is not the ability for formulate a solution today, and suggested

keeping the public hearing open and continuing the item to look at options for resolution of the issue.

Chairman Beede polled the Commissioners. Commissioner Smith stated the median was necessary for public safety and requested to review background from the original approval. Commissioner Hackney requested an alternative to moving the curb be included. Commissioner Brigham also did not wish to see the curb moved but would like to explore changing lane widths and the width of the median to achieve a formula that would work. Vice-Chairman Dokter stated he was in favor of a hardscape raised median and a left turn lane. Chairman Beede agreed.

At the hour of 3:15 p.m., Vice-Chairman Dokter moved to continue Minor Modification 2005-205 to the meeting of October 19, 2005. Commissioner Brigham seconded the motion.

The motion was approved by the following vote:

AYES: SMITH, HACKNEY, BRIGHAM, DOKTER, BEEDE  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

**3. PLANNING OFFICIAL'S REPORT**

None.

**4. SUMMARY COMMENTS**

None.

**5. ADJOURNMENT**

There being no further comments, Chairman Beede adjourned the meeting at 3:16 p.m.

MINUTES APPROVED AT THE MEETING OF OCTOBER 19, 2005.

*Lynne Rayner*

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Lynne Rayner, Administrative Secretary