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

**September 4, 2013**

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**CALL TO ORDER** 1:15 p.m.

**FLAG SALUTE** Vice-Chairman Bush.

**ROLL CALL** Commissioners Breunig, Pacelli, Senft, Vice-Chairman Bush and Chairman Smith present.

**STAFF PRESENT** James J. Miller, Community Development Director; Janice Etter, City Planner; Siri Eggebraten, Associate Planner; and Tammy Rawlings, Commission Secretary.

**AGENDA APPROVAL** Item 4.1 was moved to be first on the agenda to accommodate Sharon Wilson, Vivien Lloyd and the public. Approved as amended.

**PRESENTATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS** Community Development Director Miller informed the Commission that the Housing Element had been accepted by the October 15<sup>th</sup> deadline, and would not need renewal until 2021.

**PUBLIC FORUM** No one wished to speak.

**1. CONSENT CALENDAR**

1.1 Major Special Event 2013-035

Applicant: Open Air Big Bear and Open Sky Music Foundation  
Representatives: Karen Lundgren and Rick Bates  
Location: "Christmas Tree Corner" 40803 Village Drive  
APN: 0308-181-19

Motion to approve use of City streets on the consent calendar as presented was passed by the following vote:

AYES: BREUNIG, BUSH, PACELLI, SENFT, SMITH  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

**2. PUBLIC HEARING ITEMS**

2.1 Major Special Event 2013-075

Applicant: Open Sky Music Foundation  
Representative: Paul Romero  
Location: Start/Finish: 40803 Village Drive  
APN: 0308-181-19

Associate Planner Siri Eggebraten presented the staff report for Major Special Event 2013-075, an application to produce the inaugural Kodiak Ultra Marathon beginning on Friday, September 20 and continuing through Sunday, September 22, 2013. The event includes two long distance foot races, a 100 mile run with about 55 participants and a 50 mile run with about 50 participants.

At the hour of 2:02 p.m., Chairman Smith opened the public hearing.

Eric Bulrice, Representative of Open Sky Music Foundation, responded to questions from the Planning Commission.

Hearing no further comment, at the hour of 2:12, Chairman Smith closed the public hearing.

Motion by Commissioner Senft, seconded by Commissioner Pacelli to adopt Resolution PC2013-19 finding the project Categorical Exempt from the California Environmental Quality Act and approving Major Special Event 2013-075 based on the findings and subject to the amended conditions of approval contained in the resolution as follows:

11. The applicant shall work with the Planning Division to establish a long-term parking lot or lots and shall direct participants and support crews to park in those lots. Participants and support crews shall not park on City streets or in public parking lots that are not designated for long-term parking.
18. Require Signatures of Race Participants – During race registration and/or check in, the applicant shall require each race participant to read and sign a “Release, Hold Harmless, and Agreement Not to Sue” form. The applicant shall collect such forms at the time of the race registration and/or check-in and submit electronic copies of the forms to the Planning Division for submittal to the Risk Management Division.

Eric Bulrice, the applicant's representative, agreed with the above Conditions of Approval added by the Commission during the meeting.

Motion to adopt Resolution PC2013-19 was passed by the following vote:

AYES: BREUNIG, BUSH, PACELLI, SENFT, SMITH  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

**3. DISCUSSION/ACTION ITEMS****3.1 Moonridge Commercial District**

Community Development Director Miller provided a presentation on Sustainability Planning efforts and discussion on future projects, including the Moonridge Specific Plan and Rathbun Corridor improvements.

**4. PLANNING DIRECTOR'S REPORT**

4.1 Community Development Director Miller responded to public comment raised at the August 7, 2013, Planning Commission meeting by Sharon Wilson and Vivien Lloyd regarding possible code violations by Alpenhorn Bed and Breakfast. As this is an active Code Enforcement case, it cannot be fully discussed until the case is closed. Alpenhorn is a commercial lodging facility in an R3 zone. Facilities are limited to 12 units; there are currently 8 on site. Twelve spaces are required for parking; there are currently 14 spaces on site. Outside use is limited to registered guests and a Minor Modification application is required to hold weddings.

4.2 Community Development Director Miller responded to comments raised at the August 7, 2013 Planning Commission meeting by Commissioner Breunig pertaining to a condition of approval of the road closure permit for the Tour de Big Bear. Director Miller indicated that because of an unanticipated shortage of personnel, the intersection of Bartlett Road and Village Drive was not manned.

**5. SUMMARY COMMENTS** None.

**6. ADJOURNMENT** At the hour of 2:38 p.m., Chairman Smith adjourned the meeting.

MINUTES APPROVED AT THE MEETING OF 11/20/13.

  
Tammy Rawlings, Commission Secretary