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

March 6, 2013

CALL TO ORDER 1:15 p.m.

FLAG SALUTE Commissioner Pacelli.

ROLL CALL Commissioners Pacelli, Senft, Zimmerman, Smith present; one seat vacant.

STAFF PRESENT James J. Miller, Community Development Director; Janice Etter, City Planner; Jeff Ballinger, City Attorney; Ruth Lorentz, Associate Planner; Andrew Mellon, Assistant Planner; Lynne Rayner, Commission Secretary.

AGENDA APPROVAL Approved as presented.

PUBLIC FORUM No one wished to speak.

PRESENTATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS Director Miller reminded the Commissioners that a joint City Council/Planning Commission meeting would be held on March 11, 2013 at 1:00 p.m. for an update on the Big Bear Valley Pedestrian, Bicycle and Equestrian Master Plan. He also informed the Commission that Carrie Hyke from the County of San Bernardino would present a brief informational item on the Alpine Zoo project at the March 20, 2013 Planning Commission meeting. He added that staff has received the Notice of Intent to Adopt a Mitigated Negative Declaration for relocation of the Alpine Zoo, and that the comment period would end April 10th.

1. CONSENT CALENDAR

- 1.1 Minutes of the Planning Commission meeting of February 6, 2013
Approved as amended.

2. PUBLIC HEARING ITEMS

- 2.1 Variance Application 2012-178
Applicants: Bruce and Betty Bingham
Representative: Eddie Etter, Double E Design
Location: 39995 Lawrence Lane
APN: 307-205-06

Associate Planner Lorentz presented the staff report for Variance Application 2012-178, an application to construct a 176 square foot addition to an existing residence measuring 660 square feet on a 4,359 square foot lot zoned Multi-Family Residential (R-3). The residence is nonconforming with respect to building setback requirements and a Variance is requested to allow the addition to encroach into the street-side yard setback. She informed the Commission that the applicants and their representative were in the audience.

At the hour of 1:33 p.m., Vice-Chairman Smith opened the public hearing.

Eddie Etter, the applicants' representative, requested one change to Condition of Approval Number 15, and the Commission concurred, as follows:

15. The applicant shall inspect the existing sewer lateral prior to ~~issuance of building permit~~ tying into the sewer lateral. If it is unsuitable, the sewer shall be replaced during construction and prior to final occupancy. (ENG)

Hearing no further comment, at the hour of 1:35 p.m., Vice-Chairman Smith closed the public hearing.

Moved by Commissioner Senft, seconded by Commissioner Pacelli, to adopt Resolution No. PC2013-03 approving Variance 2012-1789, based on the findings and subject to the amended conditions of approval contained in the resolution.

Motion to approve this project as presented was passed by the following vote:

AYES: SENFT, PACELLI, ZIMMERMAN, SMITH
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

2.2 Plot Plan Review 2013-009

Applicant: Sherrie Kamphaus, Village Sweet Shoppe
Representative: Bob Carlisle, Mapco/TransTech
Location: 40736 Village Drive
APN: 308-166-34

City Planner Etter presented the staff report for Plot Plan Review 2013-009, an application requesting to construct a two-story addition onto the rear of the existing building being used as the Village Sweet Shoppe. She stated that the applicant and her representative were both in attendance and had read and agreed with the conditions of approval contained in the resolution.

At the hour of 1:51 p.m., Vice-Chairman Smith opened the public hearing.

Bob Carlisle, the applicant's representative, responded to questions from the Planning Commission. Following discussion, the applicant and her representative concurred with the following amended condition of approval:

21. The project shall be constructed in accordance with all the approved plans and conditions of approval, including but not limited to site plans, floor plans, structural plans, building elevations, and drainage plan, including the use of rough-sawn siding and rough-sawn batts as the exterior siding material of the building addition. If all improvements cannot be installed prior to occupancy, the City may approve a Deferred Improvement Agreement to defer the completion of the improvements provided that a bond, cash deposit, or other surety in a form and substance approved by the City Attorney, is submitted to the City in lieu of installation of the improvements, that application and required fees are submitted, and that the incomplete improvements will not create an unsafe condition on the site. The term of the deferral shall be as determined by the City Planner. (PLN)

Hearing no further comment, at the hour of 1:58 p.m., Vice-Chairman Smith closed the public hearing.

Moved by Commissioner Pacelli, seconded by Commissioner Senft, to adopt Resolution No. PC2013-04 approving Plot Plan Review 2013-009, based on the findings and subject to the amended conditions of approval contained in the resolution.

Motion to approve this project was passed by the following vote:

AYES: SENFT, PACELLI, ZIMMERMAN, SMITH
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

4. **PLANNING DIRECTOR'S REPORT** Director Miller stated that a call was received from HCD saying that they have completed their review of our Housing Element, and also that the City of Big Bear Lake was the first City to submit for expedited review in California.
5. **SUMMARY COMMENTS** None.
6. **ADJOURNMENT** At the hour of 2:00 p.m., Vice-Chairman Smith adjourned the meeting.

MINUTES APPROVED AT THE MEETING OF MARCH 20, 2013.



Lynne Rayner Chambers, Commission Secretary