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

**March 2, 2011**

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

**FLAG SALUTE** Commissioner Jackowski.

**ROLL CALL** Jackowski, DeGroot, Smith, Zimmerman: one seat vacant.

**STAFF PRESENT** James J. Miller, Director of Building and Planning, Janice Etter, City Planner, Ruth Lorentz, Associate Planner, Lynne Rayner, Commission Secretary.

**AGENDA APPROVAL** Approved as presented.

**PRESENTATIONS / ANNOUNCEMENTS / INFORMATIONAL ITEMS** Director Miller informed the Commission that the March 16, 2011 Planning Commission meeting, which is a community workshop for improving the quality of Signs and Outdoor Display in the City, would begin at 6:00 p.m. He also stated that the City Clerk had received nine applications for the vacant Planning Commission seat.

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

**REORGANIZATION**

a. Selection of Chairman and Vice-Chairman

Nominated by Commissioner Smith, seconded by Commissioner DeGroot, to elect Commissioner Zimmerman as Chairman for the year 2011. Nominated by Commissioner Zimmerman, seconded by Commissioner DeGroot, to elect Commissioner Smith as Vice-Chairman for the year 2011. Approved unanimously by the following vote:

AYES: DEGROOT, JACKOWSKI, SMITH, ZIMMERMAN  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

**1. CONSENT CALENDAR**

- 1.1 Minutes of the Planning Commission meeting of January 19, 2011  
Approved unanimously as presented.

**2. DISCUSSION ITEMS**

2.1 Status on the Village Specific Plan Update

City Planner Etter presented an historic look at the Village Specific Plan since its adoption in 1987, then turned the microphone over to Lyle Haynes. Director Haynes outlined the purpose of today's discussion, which was to review the document distributed to the Commission in the packet, and give the Commission an opportunity to provide further input and comments to staff. Director Haynes then introduced Jami Williams, Project

Manager from RRM Design Group, who presented to the Commission an in-depth review of the Summary Report document.

2.2 Development Code Amendment 2010-181

Applicant: City of Big Bear Lake  
Location: Citywide

For consideration of an amendment to portions of Development Code Chapter 17.12 (Signs) and Chapter 17.35 (Commercial and Public Zones) to modify existing standards pertaining to signs and outdoor display provisions.

Associate Planner Lorentz reviewed edits to the draft from the Planning Commission meeting on January 19, 2011 and received direction for the remainder of the questions staff indicated in yellow highlighting in the staff report so that the document could be completed before the community workshop scheduled for March 16th.

3. PLANNING DIRECTOR'S REPORT None.

4. SUMMARY COMMENTS Commissioner DeGroot inquired how changes made to conditions of approval by the Commission during motions are verified. Chair Zimmerman replied that the Chair checks all resolutions for accuracy before she signs them. Vice-Chair Smith asked that when the Sign Ordinance goes to City Council, to make recommendations not only for a business district Sign Program and Code enforcement, but also for the creation of an Improvement Agency Signage Program to help pay for sign improvements to offer in lieu of the loss of the A-Frames, and to make the request clear in the staff report. The Commission concurred.

5. ADJOURNMENT At the hour of 5:45 p.m., Chairman Zimmerman adjourned the meeting.

MINUTES APPROVED AT THE MEETING OF MARCH 16, 2011.

  
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Lynne Rayner, Planning Commission Secretary