CITY OF HIGHLAND
REGULAR MEETING OF THE PLANNING COMMISSION AGENDA

REGULAR MEETING

June 1, 2021
6:00 p.m.
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California

MEMBERS

Randall Hamerly, Chair
Chandra Thomas, Vice Chair
Edward Amaya, Commissioner
Jarrod Miller, Commissioner
Jessica Sutorus, Commissioner

STAFF

Lawrence A. Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Ashiq Syed, Associate Planner
Salvador Quintanilla, Associate Planner
Angela Tafolla, Planning Technician II
Camille Goritz, Administrative Assistant III

MISSION STATEMENT

Highland is dedicated to the betterment of the individual, the family, the neighborhood and the community. The City Council and the staff of Highland are dedicated to providing the quality of public facilities and services that its citizens are willing to fund and will do so as efficiently as possible.

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Pursuant to Government Code Section 54957.5, any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Highland to all or a majority of the Planning Commission, less than 72 hours prior to that meeting, are available for public inspection at Highland City Hall, 27215 Base Line, Highland, CA 92346, during normal business hours.

This meeting is being held in person. Please be advised, facial coverings or masks must be worn in the Council Chambers. If you do not have a facial covering or mask, one will be provided to you. The number of persons permitted in the Council Chambers will be limited to the available seats in order to adhere to social distancing guidelines. Temperature checks will be taken prior to entering the Council Chambers.

If there are no available seats in the Council Chambers, accommodations will be made for members of the public to listen to the meeting outside the Council Chambers. Seating will not be provided outside the Council Chambers.

Submission of Public Comments: To limit the number of persons in the Council Chambers, the public is encouraged to make public comments by email rather than in person. For those wishing to make public comments by email to be read aloud at the meeting by the Community Development Administrative Assistant. Email comments must be submitted by 5:00 p.m. on June 1, 2021 to publiccomment@cityofhighland.org.

For those wishing to make a public comment regarding a public hearing item, please identify the agenda item in the subject line. Comments can be submitted any time prior to the meeting, as well as during the meeting up until the end of the corresponding item. Please email your comments to publiccomment@cityofhighland.org.

Members of the public will be permitted to make public comments in person.

PLANNING COMMISSION
REGULAR MEETING AGENDA
June 1, 2021 - 6:00 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

To address the Planning Commission, please complete a speaker form located at the entrance and give it to the Administrative Assistant prior to the beginning of the meeting. Your name will be called when it is your turn to speak. Individual speakers are limited to three minutes each.

Comments received via email by June 1, 2021, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes.

CONSENT CALENDAR

1. Minutes from the May 18, 2021 Regular Meeting.
   RECOMMENDATION: That the Planning Commission approve the minutes, as submitted.

PUBLIC HEARING

2. Design Review Application (DRA 20-010) for a Site Plan, Landscape Plan, and Elevations related to the approved entitlement of a 2,046 square foot drive-thru carwash with nine (9) vacuum stations. (8054 Palm Ave)

   RECOMMENDATION: Staff recommends the Planning Commission:
   1. Adopt Resolution No. 2021 – ____, approving Design Review Application (DRA 20-010) for a drive-thru carwash with nine (9) vacuum stations subject to the Conditions of Approval and Findings of Fact; and
   2. Direct staff to file a Notice of Exemption with the County Clerk of the Board of Supervisors.

3. Design Review Application (DRA 21-006) for a Site Plan, Landscape Plan, and Elevations related to the approved redevelopment of an existing 5,800 square foot commercial building into a convenience store with the addition of two (2) covered fueling station canopies with ten (10) fuel pumps on a 0.48-acre parcel. (8020 Palm Ave)

   RECOMMENDATION: Staff recommends the Planning Commission:
   1. Adopt Resolution No. 2021– ____, approving Design Review Application (DRA 21-006) for a convenience store and gas station, subject to the Conditions of Approval and Findings of Fact; and
   2. Direct staff to file a Notice of Exemption with the County Clerk of the Board of Supervisors.

ANNOUNCEMENTS

ADJOURN

I, Camille Goritz, Administrative Assistant III of the City of Highland, California, certify that I caused to be posted this agenda on or before the 26 of May 2021 by 5:30 p.m. on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library 7863 Central Avenue	Fire Station No. 1 26974 Base Line	City Hall 27215 Base Line

Date: May 26, 2021

Camille Goritz Administrative Assistant III

STAFF REPORT

TO THE PLANNING COMMISSION

DATE: June 1, 2021

FROM: Lawrence Mainez, Community Development Director

PREPARED BY: Camille Goritz, Administrative Assistant III

SUBJECT: Minutes from the May 18, 2021 Planning Commission Regular Meeting.

RECOMMENDATION: Staff recommends the Planning Commission approve the Minutes as submitted.

PUBLIC NOTICE: The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

Approved _____ Motion _____ Second _____ Agenda Item No. 1

Denied _____ Ayes _____

Continued_____ Noes _____ File No. _____

Tabled _____ Abstain _____

Absent _____

Recording Secretary

Community Development Director

MINUTES
PLANNING COMMISSION REGULAR MEETING
May 18, 2021 – 6:00 P.M.

CALL TO ORDER

The regular meeting of the Planning Commission of the City of Highland was called to order at 6:02 p.m. by Chair Hamerly at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present:	Chair	Randall Hamerly
	Vice Chair	Chandra Thomas
	Commissioner	Edward Amaya
	Commissioner	Jarrod Miller
	Commissioner	Jessica Sutorus

Staff Present: Lawrence Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Salvador Quintanilla, Associate Planner
Carlos Zamano, City Engineer
Matt Bennett, Assistant Public Works Director
Matt Wirz, Building Official
Camille Goritz, Administrative Assistant III
Scott Rice, Landscape Architect

The Pledge of Allegiance was led by Chair Hamerly.

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

None

CONSENT CALENDAR

1. Minutes from the May 4, 2021 Regular Meeting.

A MOTION was made by Commissioner Sutorus, seconded by Vice Chair Thomas, to approve the minutes, as submitted. Motion carried, 4-0-1.

PUBLIC HEARING

2. Specific Plan Revision (SPR) No. 06-01A is an amendment to the Greenspot Village & Marketplace Specific Plan (SPR No. 06-001) to adjust the boundaries of Planning Area No. 1 (Highland Marketplace) and the boundaries area of Planning Area No. 2 (Residential Village), eliminate the Village Paseo from Scenario No. 1 and eliminate the requirement of private open space for studio units; Design Review Application (DRA) No. 20-012 for the construction of approximately 85,316 square feet of commercial uses (Greenspot Crossings) and a 200 attached residential unit complex with a 6,214 square-foot clubhouse; Conditional Use Permit (CUP) No. 20-006 (ABC License) for the establishment of three (3) off-sale alcohol licenses (ABC Type 20 and 21) and five (5)

on-sale alcohol licenses (ABC Type 41 and 47) for a commercial retail center; Conditional Use Permit (CUP) No. 20-007 for the construction of gas station with eight fuel pumps, convenience store, and carwash; Tentative Parcel Map No. (TPM) No. 20-002 to increase the number of parcels from four (4) parcels to eight (8) parcels; and Accessory Sign Review (ASR) No. 20-013 (Sign Program) to establish a Sign Program, excluding freeway sign heights and locations, for the commercial and residential development within the Greenspot Village & Marketplace Specific Plan (GVMSP). **(Continued from May 4, 2021)**

Chair Hamerly opened the public hearing.

Associate Planner Quintanilla presented the Staff Report.

Commissioner Miller asked how much is the square footage of the paseo that is being removed? Have we considered any opportunity to incorporate pervious pavement to address the offsets from having little disperse treatment through the removal of the paseo?

Tom Robinson, Applicant stated we started working with the City of Highland in 2007. The paseo was first designed in 2005 which was a different time and since then the city-built storm drains in the street and that is where the water is drained now. We currently have 17% of landscaping on the site, and a normal developer would have about 10% percent. In 2007 regarding the paseo, looking back would have been a nightmare with the homeless population if it were built. We do not need it for water quality. We put a lot of thought and landscaping in for this apartment complex. We went through three different architects because they were not listening to our requests. Our mission was to design a project where we would want to live at.

Commissioner Miller suggested to look at Citrus Plaza and East Valley Water District Headquarters landscaping for great examples regarding the project. I see a potential for us to lose some value of treatment by taking that portion of the paseo out and hope we can mitigate that by making use of further opportunities on the site.

Tom Robinson replied that is a great point.

Chair Hamerly stated one of the coprimary targets of the paseo is to link the respective communities within the Greenspot Village and Marketplace when choosing to make the residential component on the western end a gated community, how are we creating that linkage that was predominantly addressed in the Specific Plan?

Tom Robinson stated when I first looked at this plan, I sat with staff Ernie Wong and Bruce Meikle and allowed only one traffic signal on Greenspot Road, and we knew it would never work. Linking all the projects together was a good concept back in 2007, but the project failed. It was a completely different time. We have agreed to link our project with the east next door. There will be a connection point, but the connection will be mostly on Greenspot Road, and you are going to have to traverse through. It is not what

was dreamed up in 2007. That project and even the paseo is dead, and if we want to go back to that we are going to be sitting here for 15 more years. I want the connectivity. We have put a Condition in here which we will connect to the project directly to the east.

Chair Hamerly stated there are multiple shallow points where it seems like it would be logical to put a gate there, but I think it would be a missed opportunity if there was not at least a potential linkage. That way people will have access to go to the shops or restaurants.

Tom Robinson replied I agree with you. We want our apartments on the east wall to have areas where you could go through our site to the other side. We do not know what the site next door is going to do, but we do have linkage for vehicle traffic behind the gas station from the apartments that you can go through.

Chair Hamerly stated I saw that; however, I did not see the opportunities for creating gateways from the residential components of your development to the residential components to the east development. I think that would be an opportunity for an additional gateway theme.

Associate Planner Quintanilla stated answering to Commissioner Miller's question, the size of the paseo is 0.6 acres.

Commissioner Miller asked is that the amount being proposed to be removed?

Associate Planner Quintanilla stated yes.

Commissioner Amaya thanked TREH Partners. Was there any thought on bringing in a large retail company such as Target?

Tom Robinson stated we have had conversations with Target throughout the years, we will not give up on any retailer, but we are looking to add value to the community. We developed the first Chick-fil-A, Cracker Barrel, and A ground-up Lowes in California. We developed the first Sprouts in Inland Empire. We look for those type of tenants that will add value. We need quality housing to acquire quality retailers. The way we have designed this project and all the amenities is a market rate project. We have some smaller units, and it might put some people in the marketplace that may not want to rent a 1,200 square foot apartment for $1,800 or $2,400. It will not be affordable to everyone, but it will bring more marketplace to the area.

Vice Chair Thomas asked if there was a separate area that was planned for the smaller units on the site?

Tom Robinson stated it is the building furthest to the south and closest to the gas station.

Commissioner Amaya asked is that enough distance from a gas station to residential area?

Tom Robinson replied yes, it is.

Vice Chair Thomas asked how many parking spaces are tenants allowed based off square footage of their house? Do the studios count as a one bedroom or are those excluded?

Associate Planner Quintanilla stated the studio have a different count. The studio requires one cover parking space, which are carports.

Vice Chair Thomas stated I appreciate the apartments and having different options of variability for an affordable option for others. I appreciate the connection that Chair Hamerly mentioned regarding connecting the residential project. This is important for our walkability. Greenspot Road is an extremely busy road; therefore, it would be convenient for people to walk to the commercial complex. I look forward to that.

Commissioner Miller asked do we know the timing between completing the extension to City Creek and completion to this project?

City Engineer Zamano stated we are working with United States Fish and Wildlife (USFW) services to approve the Habitat Conservation Plan (HCP) that was prepared for that location. The HCP has been approved, now we are waiting on the next steps to proceed. We are currently in the process of getting the design finalized. Once that is complete and we have the permits in place we can move forward. We would like to construct those improvements prior to November's timeframe.

Commissioner Sutorus asked has there been plans on constructing covered parking solar onsite?

Tom Robinson stated we have not decided yet on the overhang and if we are going to put solar there or not. There will be Electric Vehicle (EV) chargers throughout the projects.

Commissioner Sutorus stated great, it is a beautifully designed project.

Vice Chair Thomas asked for more of an explanation regarding the Alcohol Beverage Control (ABC) license.

Associate Planner Quintanilla stated each census track has certain amount of license they allow which is based on population. For this census track it allows three alcohol licenses for on and off sale. Now, you may receive additional licenses or ABC will allow licenses as long as the City can make a public convenience and necessity finding.

Vice Chair Thomas stated if we approve the project now, will this go forward or City Council for approval?

Associate Planner Quintanilla replied this will go to City Council for final approval, however whatever the sign program is, the tenants will follow the guidelines listed.

Chair Hamerly stated the freeway signs are being excluded because there must be a flag test.

Associate Planner Quintanilla stated that is correct.

Chair Hamerly stated we would have to pull the conceptual sign plan from the Design Review Application (DRA) portion of approval that they are seeking tonight.

Tom Robinson stated we could not match up with our flag test with our sign company this evening. In my opinion, the signs in the Specific Plan are supposed to be 90 feet and the sign across the street is about 84 feet.

Commissioner Miller stated we have many gas stations and car washes in Highland. What value do you think having an additional gas station and car wash associated with this project will have for this city?

Tom Robinson stated I think it would be a great impact. It is going to be very convenient being right off the freeway for people getting ice before going up to the mountains. Chevron sells a tremendous amount of ice. For example, people would stop and fill up their ice chest when they are traveling up the hill and when they come back down the hill, they fill their ice chest again. It is catering to the freeway traffic.

Vice Chair Thomas asked do we have any other project approved with the electronic signs like this that is being proposed tonight?

Assistant Community Development Director Stater stated we had looked at one for San Manuel on Boulder Avenue and Highland Avenue that was not constructed.

Commissioner Amaya asked from the freeway are there two monument signs being proposed?

Assistant Community Development Director Stater stated correct.

Tom Robinson stated there is two conditions that we want to discuss tonight. Item number 37 in the Engineering Conditions. We have an issue with the way it is worded. There is federal and state law that has to do with drainage issues, and we are willing to take on any drainage that comes across our neighbor's property onto ours that they cannot handle post development. We are not willing to give a blanket easement across the property for drainage it must be more specific. It states Planning Area 1 and 2 easterly adjoining properties for drainage. This needs to be more specific which staff agreed to work with us over the next couple days. The ownership to the east of it should not have a right taken away from them and for me to be able to put a utility on their property anywhere I want. That is basically what it states. If they need a utility across my property or if I need a utility across their property than we need to negotiate. I cannot have them going under my building or coming in my shopping center anytime tearing up the easement which that specific Engineering Condition does not address. I have told Staff I do not want my neighbor to have this requirement on them nor I want it on me.

There are no limitations or insurance. They can come on my property anytime and I can go on theirs anytime and that is the issue we have. Another issue we have is Planning Condition number 75 and 76 which has to do with an additional $550,000 for a fire truck and employee. We do not see where that is fair for us. We currently have an agreement with San Manuel ourselves, however they can cancel it and the City has an agreement also. The fire truck issue came about years ago when the overall Specific Plan was, and the developer was negotiating for a development agreement and this is how this transpired. There is sales, property, use, and gas tax that are coming in. It is not our responsibility as an individual as a small developer or a Specific Plan to buy something for the entire City that they are going to utilize. $6,874,000 is how much we are paying the City of Highland in Development Impact Fees (DIF). Apart of those 12 items that go into the DIF, two specific items go for equipment and fire. We cannot go forward with this project spending $550,000 when the City has the power to keep those agreements in place. I would like to point out that we are not in agreement with that either. Staff is great to work with, everyone is very friendly, we are comfortable here and we are glad to be in Highland. We want to build this project and we want to see the projects to the east happen. Sometimes projects do fail and for whatever reason we still want to see a success here. We believe by building high quality projects will help in the future. I am excited about REXCO too. We would like to have that consideration to take out Planning Conditions 75, 76 and Engineering Condition 37. We will continue to work with staff to amend that.

Chair Hamerly clarified that type of issue is one of the reasons why the Planning Commission is not the final determiner of those type of issues because they are financial, and the City Council makes those determinations. We might be able to make a recommendation to consider it, but we would not be able to make a recommendation to strike that.

Community Development Director Mainez stated that is correct. Purely financial the agreement with San Manuel was approved by City Council; therefore, we should defer this to City Council.

Chair Hamerly opened the public hearing.

Glenn Elssmann, Public Speaker stated I have a handout I would like to pass to Staff and Planning Commissioners. Congratulations to Tom and Ed it has been a long journey working on this project and it is exciting to see the vibrancy and the opportunity for both the commercial and residential. Our project failed because we were denied on the condition Mr. Robinson brought up. The Environmental Impact Report (EIR) never addressed this need for an added person for a ladder truck. Unfortunately, we cannot come to resolution, we had a 532-unit three story garden apartment with over 43% open space so sadly that did not happen. We survived the great recession and as mentioned we are excited REXCO is graded and TREH Partners is coming forth. We are preparing to move forward with some exciting plans, the market, and retailers are coming up, however we are left with uncertainty. I am trying to obtain clarification on some key

points. We have another underlying objective which is the high density overlay to satisfy the Housing Element 5 of the City's approved Housing Element. If you calculate the math, we are concerned that the unintended consequences that there will be inconsistencies that we are going to be left with. It makes it hard to plan and go forward. We are not suggesting that REXCO and TREH Partners intended to have that ambiguity caused nor Staff, but we have a reality that we are trying to deal with. The Specific Plan allows up to 800 residential units and in this scenario being described there would be 200 that REXCO has and 200 that TREH Partners has, and what remaining is 400. The problem is that we have 25 acres in Planning Area 2 which is also covered by the high density overlay and by rights we have a minimum 200 units per acre. In the Specific Plan we must have a minimum of 20-30 units per acre. My math states 25 x 20 = 500 which 400 is remaining and we cannot do less than 500 units. Another element that we are concerned about is the high-density overlay covers an area greater than Planning Area 2, it spills down into Planning Area 3 which is about 12 acres and a portion of our retail. The objective of the last Housing Element cycle was to have 650 units. Apart of the Specific Plan amendment is these types of amendments. The way we see the map is that TREH Partners may have 100-120 units that would go into the high density overlay which then would leave 500-550 units that we would have by right. Add 200 of TREH's and REXCO's and that will leave us 950 units, however the Specific Plan only allows up to 800 units, so we have this inconsistently. The unintended consequences are the exhibits that show the tables, and the densities need to have language that says if these criteria met the density can come down. The Specific Plan allows a variety of housing types, but because of this conflict between the Specific Plan, count, and the high density overlay we are literally in handcuffs. Again, we do not think this is an intended consequence. Our recommendation in our letter is to have findings that would allow as an example because REXCO reduced a percentage of 170,000 square feet of the commercial space that was on the Planning Area 3. We are saying the analysis of the traffic impacts could allow that balloon to stay the same, however allow for an increase offset of the number of units, so we do not have this inconsistency. In conclusion, allow the cap to be raised because in essence we believe the other projects unintendedly are dictating and necessitating a raise of a cap. I am assuming the freeway signage was going to have other property owners beside the TREH Partners, but I did not look into the details. I appreciate Mr. Robinson bringing up the issue on the reciprocal easement. Thank you for your time Commissioners.

Chair Hamerly stated if the Specific Plan essentially creating the overlay and ground rules for development of the entire property along north of Greenspot Road, it seems that the vehicle is amending the Specific Plan. Did you have specific language that you were wanting to insert as a Specific Plan amendment as part of your future application?

Glenn Elssmann stated we are saying is that other applications have boxed us in and have caused inconsistency. Their revision should address that, so we have clarity.

Chair Hamerly replied I understand that, but as part of their application they are proposing certain things to amend the Specific Plan which is under consideration this

evening. If the Specific Plan needs to be amended to make your component work, wouldn't that be something you would propose as part as your development?

Glenn Elssmann stated if the project is approved tonight, we are left with a total inconsistency. What we decide to do in terms of what we are going to propose with housing types and variations is a future issue.

Chair Hamerly stated I understand. We really cannot make a decision about a future unfiled development that may or may not be impacted by the application that has been filed tonight because it is not on the agenda.

Glenn Elssmann stated however, you have guidelines that now they do not work. The guidelines fail with the approval tonight and we cannot develop per the Specific Plan. The unintended impact to us is if we go through a review project, I need to make sure my impact to my neighbors is addressed. Even though they did not cover the Specific Plan identically in our area their tables cover our land. The high-density overlay covers our land, so it seems logical that would be addressed in other people's application. As we apply people are going to look at our impacts on the surrounding neighbors and communities. We have suggested prior to this meeting to be addressed in this revision, otherwise we are left with a gap and a void of clarity.

Chair Hamerly asked what would be the Specific mechanism for achieving that?

Glenn Elssmann stated one is to change the table that has the minimum density on Planning Area 2 to allow it to be up 30 units per acre. For Planning Area 3 to be up to 40 units per acre. That would by default say, you do not have to have all your land at 20 units per acre because we are going to run out of units. I am asking staff to change table to up to 30 on Planning Area 2 and 3. Secondly, there is findings that say because REXO and TREH Partners reduced commercial, and there is a finding that the cap can be raised.

Chair Hamerly asked what type of mechanisms do we have for findings? Has staff had an opportunity to consider this or the developer who is before us this evening had an opportunity to consider this as well?

Assistant Community Development Director Stater stated yes, we have met numerous times with Mr. Elssmann and his team. We have received his comments and questions for consideration. The application that is before you this evening is an application from TREH Partners for the items that are presented by Associate Planner Quintanilla and the team. We do not think it is the appropriate time to consider additional adjustments to the Specific Plan. We feel others have mentioned that is a future application whether we are raising or lowering overall caps. There are implications to doing that, we do not feel that is TREH Partners request nor an appropriate time to the modify other portions of the Specific Plan.

Chair Hamerly stated it was more a point of order because it does make me a bit nervous to have future projects that are impacted both this and REXCO. I understand

that however, the same token we have the public noticing and being able to address issues adequately. Staff need time to prepare, and Planning Commissioners need time to be able to study the relevant tables and potential ramifications to those changes. First thing to come to mind is having some sort of analysis of traffic data to say what will be the offsets. Yes, we greatly reduce the commercial that is to reduce vehicle trips per day, but we are increasing the residential component which could increase numbers of trips per day. It would have more of an impact in terms of square footage.

Assistant Community Development Director Stater replied we are in full agreement and again, not the request you have before you to do that. The Specific Plan is a zoning document, so it is saying within these 105 acres we expect certain square footage of commercial, a certain number of units. It is somewhat flexible within the plan itself between Planning Area 2 and 3. As Mr. Elssmann mentioned we have 800 units which is the cap in the Specific Plan. REXCO is in Planning Area 3 and had a bubble of 100-300 units. When REXCO went for the recommendation for approval the question was, is the development plan in compliance with the Specific Plan? It permitted with the development with 200 units which was their request. At the time, the plans stated 25-40 units an acre, REXCO said we cannot get that; however, we can get 18 acres. They asked for an amendment to the plan that stated at 18 units per acre we can built 200 units and capture 200 of those units within our 100-300 bubble. So, next is the TREH Partners development and they are asking for 200 units in Planning Area 2 which they are asking for a modification of that boundary. They are not asking a reduction in the commercial, because they think within the plan itself, they could get that synergy and commercial square footage. They are asking for a modification of the boundaries so they could bring the residential down partially into Planning Area 1. The number of units they are asking for was considered within the EIR and supplemental EIR and we did consider that, and we feel the project is in compliance without additional review at this time. Now, if we were to modify tables that states we are going to increase the cap to a number and at this time we do not know what that number would be. That additional work has not been done. What are the Environmental implications of going from 800, 950, to 1,000? Again, this is not TREH Partners application. We are looking at the zoning document to say, does this comply? We prepared our findings and recommend approval.

Chair Hamerly asked so the vehicle for doing a future Specific Plan amendment to address density and Planning Area 2 and 3 be a supplemental EIR or would it be to study traffic impacts?

Assistant Community Development Director Stater stated we would consult to determine the exact answer to that question. It is something we would look at with our California Environmental Quality Act (CEQA) consultant and our City Attorney to determine exactly what that is because it has rolling consequences when we move that.

Chair Hamerly stated you can immediately rule out that it is not going to affect endangered species because you are developing the same number of square feet of dirt, same thing with historic resources. There would be things for consideration, which

states that would be a targeted impact by changing the density of the residential component. Noise factor would also be something to consider because the residential has a lower noise threshold. I am not comfortable taking up issues like this on the fly.

Assistant Community Development Director Stater replied right, and again, we have met with Mr. Elssmann and absolutely understand his concern. We have talked in length about a proposal that is in draft form at this time. We have spoken about the Housing Element and as you are aware the City is moving into its sixth round. Some of the earlier discussion when we approved the Specific Plan it was the City attempting to have our Housing Element certified by placing the high density overlay on this project which we worked with Mr. Elssmann. He was very helpful to the City in determining what part of the project should be subject to this high-density overlay. It was the 20-30 units to the acre which in part of this project and REXCO is not even in the high density overlay but is adjacent to it. There is a lot of pieces at play, we of course are always going to want credit for any medium and high-density units that build in the City. We will continue to work with the State and Housing Element to make sure that the City receives credit for and the Planning Commissioners receiving credit for approving and building these projects. It is our responsibility to make sure that all the densities are provided in our community and they are accounted for. As we go into the sixth round, we are not going to ignore TREH Partner's, REXCO, and future projects by Mr. Elssmann to state have we met the intent that high density overlay. Do we move forward in the future with all 52 acres that were a part of the high-density overlay? What does that look like and what are the programs? This is an opportunity for us to keep the lines of communication open with all the developers within the Specific Plan, to say what is best for the future for the City and the densities that are provided here? We are a few months premature for that and we hope to be certified in October 2021 and send something to the State by September 2021.

Chair Hamerly stated the first item is the Tentative Tract Map (TTM) which is dividing the four parcels into eight. I do not see a boundary that goes around the efficiency units that are at the southernmost edge and it does not show that it is a part of lot eight. It looks like they are included in lot one.

Tom Robinson stated all the apartment units are within one parcel.

Chair Hamerly stated so they are in lot eight?

Tom Robinson stated yes.

Chair Hamerly stated there is bulb line that cuts right between the club house and that block of units.

Tom Robinson stated that block of units is within the apartments as one parcel.

Chair Hamerly replied so, that is not a property line that I am looking at?

Tom Robinson stated that should not be a property line.

Commissioner Amaya asked the emergency exit between Pad 2 and 3 was still a plan to do that?

Tom Robinson stated yes.

Chair Hamerly stated the sport courts that are at the extreme north end. They have very limited visibility for many of the units. What are potential solutions for security in that area since it is only a six-foot wall. It is by the wash, and it is an attractive target from the northside for graffiti, but it is also an attractive target to jump over to play basketball. This is supposed to be a gated community, and it is a security issue. Did you have any thoughts or resolutions for that?

Tom Robinson stated yes, we put placed it at the end of the property because of noise and we want it to be used. We are going to put cameras out there. If there is ever an issue where it is not being properly used, we will take the basketball hoops down. I do not think the pickleball will be an issue. We have active management and if we need a bigger wall, I am happy to put an eight-foot wall up.

Chair Hamerly stated I would like to suggest putting an eight-foot wall there and modify that one exhibit in the landscape plan for the fence and wall plan. The west of Shop 1 that is sandwiched between the onramp to the 210, that is a long blank space and there is no way to exit out if there are any issues that develop. There is no visible exposure along there, the first window there is on the southside of Pad 4. The recommendation is a reasonable barrier at the property line between the California Department of Transportation (Caltrans) right of way to keep pedestrians from getting into that area and that it is well lighted.

Tom Robinson stated yes, we will have that well-lit.

Chair Hamerly stated concerns regarding looking at the site circulation at the south end of the property. We have four conflicting travel patterns where we are entering the queue for Shop 1. Someone like Chick-fil-A or In-N-Out that queue is going to lock those vehicles in, and they are never going get out until the dinner rush is over.

Tom Robinson stated it is a good point. We are building a Chick-fil-A in Yucaipa and it has 43 stacking and a double drive-thru. That specific tenant going in that location which I cannot disclose is not a drive-thru, it is a pickup window.

Chair Hamerly stated if it is a pickup drive-thru it seems there would be more of a sit down, plaza dining option. So much of that Pad has been taken up with drive-thru's. Would there be an option maybe eliminate the parking spaces to the north to create a pass-through drive lane for pick up and delivery. The entire south end, east, or west would be a nice isolated outdoor dining area.

Tom Robinson stated every tenant is unique in what they are looking for. I believe in Pad 3, they want two exclusive pickup slots in front, and it is a quick serve restaurant, but

they need the drive thru because of COVID-19 and the way the market is going. They want less patio than more patio.

Chair Hamerly asked if there was a queuing analysis was done for the gas station? We have a lot of pumps, and then we have what I am interpreting as the entrance to the pumps.

Tom Robinson stated the purveyor of the gas station will be able to control the fuel trucks somewhat. It is not 100% accurate, but they are not delivering in peak times. We did look at the queuing analysis and the truck routes.

Chair Hamerly asked would this convert to rapid charge for an EV station?

Tom Robinson stated yes.

Chair Hamerly asked why the planter areas are not widening to ensure those walkways to run parallel including the jogs with that arterial? That would make it safer and clearly defined if they did follow the right of way through there. Those walkways run from the south end residential component to the car wash, and they parallel the four lanes that are running east and west. There are multiple jogs, and some of those walkways stop at the main arterial, but they do not align and do not parallel the traffic flow which means they are going in and out of the planter areas.

Tom Robinson stated I think the drive isles are not all sequential either, it must be Americans with Disabilities Act (ADA) compliant.

Chair Hamerly stated if those are cross hatched and showing accessible paths of travel that you do want to have those as protected, and it seems easy to widen those planters. You are not increasing or decreasing the parking spaces, you are shifting that walkway to make a straight, unbroken line instead of having jogs and offsets.

Tom Robinson stated if we can widen those without losing parking, I will do that.

Chair Hamerly stated what caught my eye was the enhanced paving pattern that is at the signalized intersection. It is critical for the accessibility and for pedestrians traveling east/west along there to have a clearly defined pedestrian path that goes through enhanced paving patterns. I see the swell that runs through there, but if somebody is vision impaired and they are walking with a cane there needs to be clues where they can stay within the accessible path of travel.

Tom Robinson stated yes, and we have the grooves. I think that might be on the civil plan, but we are required to do that.

Chair Hamerly stated is there anything done to enhance the landscape?

Tom Robinson stated we try stay within the Specific Plan and same pattern throughout.

Chair Hamerly stated I liked the outside dining area where you have Shop 1. What caught my eye was immediately adjacent to that outside dining area, and it is showing as an open canopy and it has a 90-foot-tall monument sign that is electronic. That might be something that would ruin the mood for outdoor dining. My suggestion is adding a bigger canopy of trees or add a canvas screen, so you do not see the sign hovering over you.

Tom Robinson stated okay.

Chair Hamerly stated the plaza area that is on the south side of Major 1 and 2, I am reading that is four little trees which are the crepe myrtles and that is going to be the southern edge of that building. I am assuming those are going to be tall which means it is going to be reflecting heat and if we could put additional shade there. I recommend introducing awnings to create the shade or a landscape canopy there.

Tom Robinson stated okay, we will see if we can get something in there.

Commissioner Sutorus stated along the ridge where is above the brick tile, I want to confirm that is going to be stone and not styrofoam covered stucco?

Tom Robinson replied all the front is real stone.

Associate Planner Quintanilla showed the Commissioners the color boards and material for the residential and commercial property.

Chair Hamerly stated since we are going for the Spanish Craftsman style, the gables and corbels would be prominently featured in most of your higher elements.

Tom Robinson stated I think the south elevation is facing in the patio area.

Chair Hamerly stated yes, that one is the south plaza that has the tiny corbels, so the opposite side of that would be the north.

Tom Robinson stated correct and that has a trellis coming off it.

Chair Hamerly stated the south plaza elevation as the patio area that we needed something to screen because that is where the big monument sign was, which is the big dining area right there.

Chair Hamerly stated I know it is Spanish Craftsman and it is going contemporary, but if you look at the side profile of that it looks like a flat plant on. Whether is it foam or polyvinyl chloride (PVC) but looks like it is one board thickness and it sticks out. I am wondering if there was a way to dress that up a little bit.

Ed Horovitz, Applicant stated when he first drew those with those number of corbels on the east elevation it seemed like it would be too much. It was an architectural comment where he thought it was an excessive amount of corbels coming across and then adding the signage seemed too busy.

Vice Chair Thomas stated we still have a large area in the center where we have abundance of area for signage. If it is going to be a corner statement, I recommend enhancing that because the sign will not be mounted in the corner. Just those pairs, I recommend doing something to dress that up if we are going for Craftsman, it usually accentuates the craftsmanship and it has more flare to it.

Ed Horovitz stated yes, we will look into that.

Chair Hamerly stated on the west elevation on page 201, that is the facade for the cueing for the drive-thru, and it looks like we have done a good job breaking that up with arches and green walls. Approximately what is the depth of the arches and the recesses along there?

Ed Horovitz stated between 18 and 24 inches. It will be in the construction document.

Chair Hamerly asked what is the material on the brown boarder that is going around each of those arches?

Ed Horovitz replied it was supposed to be recessed.

Chair Hamerly asked so it is an intermediate step?

Ed Horovitz replied yes, sir.

Chair Hamerly asked would that be a trim element out of the stone or a stucco element?

Ed Horovitz stated it is intended to be a stucco element, and it would show up on the construction document for review.

Chair Hamerly stated on the landscape plan does not have any planting area around any of those perimeters and typically the masonry enclosures we like to see vines growing on that. It does not look like there is much opportunity on the east or north side. Where there will be a possibility to get some vine pockets in there?

Tom Robinson stated I think there were two areas that did not. We were going to put vines on there.

Chair Hamerly suggested if we could make similar detailing architecturally to articulate between the post beam connection to pull in the same detailing you have for the trellis elements out in the plaza. It would tie it in all together to ensure it does not look dramatically different from the architecture that is going on. That shows on the east elevation and there is a little bit of an accent band and a step in the fascia of those.

Tom Robinson stated okay.

Commissioner Miller asked did we have an availability of a purple pipe in this area to tie to for recycled water?

Tom Robinson stated I was onsite a few days ago and they were pulling a big purple pipe up the street on Greenspot Road, so hopefully.

Chait Hamerly asked if the west/northern most wall is not being used a debris wall.

Tom Robinson stated correct.

Commissioner Miller stated if possible, we would like to avoid using any of the metal underground facilities. I know we have some options that are galvanized and supposedly do not leach, but over the long term there is some evidence that we do get some leaching of metal.

Ed Horovitz stated they will not be a metal, it will be Polyvinyl Chloride (PVC) and some will be concrete. I agree with you, we did not use any metal in the Lowe's center, and we do not do it in any other centers.

Chair Hamerly called a brief recess at 8:45 p.m.

Chair Hamerly called the meeting back to order at 8:55 p.m.

Commissioner Amaya asked if the buildings B, C, and D are the three-story building?

Associate Planner Quintanilla stated correct.

Commissioner Amaya stated I know that triggered the issue with the fire ladder.

Tom Robinson stated you can either make the units smaller or go wider and lose area, so you have that conundrum. It affects the quality of the project. Not all the buildings are three story, but also you must have the density that is required by the Specific Plan. The fire issue started with someone agreeing with something and it went to development agreement and there was no going back once it was on the table. It has negatively affected the Golden Triangle for a while. In 2010 I wrote a letter the City Council and City Manager stating this is going the wrong way, businesses are going to end up going to Mountain Grove Plaza in Redlands. We need to get this started. We bought property across the street from Mountain Grove Plaza, and we developed the Amazon building. Originally it was going to be retail, but there was not enough retail at the time.

Chair Hamerly stated majority of those retail clients want to see more population.

Tom Robinson stated the project needs to start and we want to ensure quality for the community.

Chair Hamerly stated regarding the parking space it does not look like there is T-space to back out and make a three-point turn. You are looking at an 11-foot stall in the garage. I know we are locked into the footprint of the buildings, but there is anyway to squeeze another six inches out of those, because 10.3 is about tight as you can get.

Commissioner Amaya asked if there are 380 parking spaces overall in the residential area?

Associate Planner Quintanilla stated correct.

Commissioner Amaya asked approximately how many guests parking spaces are onsite?

Associate Planner Quintanilla stated the applicant requires 142 guest parking spaces onsite.

Tom Robinson stated the other good thing about our project is we are directly adjacent to a shopping center parking lot, so we have 24 tenants in there too. We have extra parking there as well.

Chair Hamerly stated Condominium Owner's Association (COA) have a restriction on overnight parking, though. It might just be trucks, but I read something regarding the overnight parking even it is unhitched.

Tom Robinson stated yes it was only for trucks.

Chair Hamerly stated the parking unit ratio is 1.9.

Vice Chair Thomas stated I understand your comment regarding the fire truck not being fair for your development to pay an additional truck with ladder. I have no issue with who pays for it, however, that truck company with the engine is needed in this type of development for the City of Highland. My concern is what would happen with San Manuel having a full response with a fire in their area in this situation.

Tom Robinson stated my understanding is there is sister agreements with the neighboring cities. The City of Highland should already have a hook and ladder, and I believe they are looking for means for financing that, and I agree with it. To burden one project is not feasible and even the person here before wished it would have gone forward because the sales and property tax would here. The issue I have is over this $550,000 amount, we cannot go forward with the project because of this. We are paying a lot of DIF.

Vice Chair Thomas stated DIF are divided for regular standard development and it is a tough burden for developer to pay. While we want the business and development in our city, it is challenging. Where the requirement came in was the third story building and it is requiring the ladder. I do know about the mutual aid agreements between cities, and it is a like for like situation. Without us having that type of truck with ladder company it is not a like for like situation. The first 24-hour period when another agency response there is no charge for local government. It is hard to put it on one developer.

Tom Robinson stated there will not be a project and that is the issue. What is the sacrifice there, not receiving $6.7 million? There are specific items in there close to a million dollars for the fire department. My point with the City is I cannot control San Manuel; I have a lot less power to control them than the City.

Vice Chair Thomas stated the $550,000 for a truck with that size of ladder is about half the price it would cost to buy that apparatus. On top of that, the cost of the fourth person required to operate that truck is challenging.

Tom Robinson stated I believe it is a City responsibility and I want to participate in that. We are participating across the street and are paying our property taxes. Everyone must remember; we are paying $6.8 million to the City which will go away if we cannot agree with this and a huge amount is going directly to the fire department.

Vice Chair Thomas stated that is true. That is intended to serve the regular needs of a community. It is apart of the DIF and I am not sure if they considered the extra circumstances.

Tom Robinson stated I think the City needs it right now, they needed it two years ago. They will need it whether I built three or five story buildings.

Vice Chair Thomas stated it will be the City Council that is making that determination based off the condition.

Tom Robinson stated yes, we like participating in the City, we have never tried to get out of anything.

Vice Chair Thomas stated you are creating tax revenue in a beautiful area. We are thankful for that.

Tom Robinson replied thank you.

Chair Hamerly stated on both the floor plan and roof plan is showing six ground mounted condenser units. Given how tight everything is at the ground level, it is an opportunity to mount some equipment on the roof. It is mansard all around, so it would be easy to screen. The only downside is to find a way to access the roof to service it.

Ed Horovitz stated that was the issue to figuring out how to get access to the roof. These are smaller condensed units.

Chair Hamerly stated this is a smaller building too. When the building has the units on the ground it is an issue because it is taking a lot of critical real estate. It is worth exploring because there are opportunities for finding creative ways to access the roof, whether it is through an alcove or stairwell.

Ed Horovitz stated I am happy to look at this once we start construction documents. I prefer not to commit to them accessing the roof now because, we spent a lot of time with the architect and engineers.

Chair Hamerly stated if it is completely screened the way it is conditioned, it runs the risk of impacting air flow. If it is packed too close together than it will not develop the air flow it needs for those units to operate efficiently. If a hedge is around that area it will cause

weeds, debris, and leaves which could be sucked into the units. There should be a three-foot clearance.

Commissioner Sutorus stated I checked the code, and they are required to have solar on all the projects as of January 1, 2021. I do not think it would be a good idea to put a Heating, Ventilation and Air Conditioning system (HVAC) on a roof.

Chair Hamerly stated it is a big roof area and I do not know how it breaks down for each individual unit, but a single-family residence would be 125 square foot requirement.

Commissioner Sutorus stated two watts per square foot.

Ed Horovitz stated I am happy to look at it. I think it is a multi-layered issue and the reality is for the units to stay ground floor for servicing and maintenance. We spoke about concrete pads with rock around there.

Chair Hamerly stated the Specific Plan guidelines starting on page 137 does a nice job of summarizing the Spanish Colonial style. I suggest adding more flavor to the elevations. There is a lot of repetition going on.

Ed Horovitz stated I think it is a good idea to increase the module size.

Chair Hamerly suggested working with the way the windows are articulated. When there are three windows in a row I suggest putting in a wrought iron pot shelf as an accent. The design guidelines have nice descriptions on how to break up the form and what to do with the walls. It is important to view the end conditions of the buildings. The way the site lays out the circulation when you are driving through the development most of the elevations you are seeing are the ends of the buildings.

Ed Horovitz stated that is a good point. That is the circulation and what people see.

Tom Robinson stated every time the architect would add it, it would take a little away from what he was trying to accomplish with the simple and clean look of the building. The architect would add more, and it would not look right because it is not the style we were going for.

Chair Hamerly stated there are certain rules for vernaculars so unless the architect is going for Contemporary or Spanish revival I can understand where the Contemporary would be more minimalist, however there are rules. If you are going to call it Spanish, go with Spanish. If you are going to call it Mediterranean, add more timber.

Vice Chair Thomas stated from a non-architect perspective it does look plain. If I were going to be living in this area, I would want something more decorative.

Chair Hamerly asked if the multi-family buildings more a Mediterranean style?

Associate Planner Quintanilla stated it is a Monterey style.

Chair Hamerly stated the Monterey style has a muted color pallet. We are not utilizing insets and offsets for decks; I think the color is going to be important. There is not a lot of relief there especially the left- and right-hand sides of the elevation for breaking up the mass of a tall building. If we are not going with the massing, we must go with color and material.

Ed Horovitz stated we will look at that.

Chair Hamerly stated I know with the Monterey style gets into some of the landscaping, however if you did a free-standing grid, something like a bougainvillea that is regionally appropriate. Maybe putting in an eight- to ten-foot-tall self-supported lattice work or wire frame. It is common see bougainvillea and those plant materials around Mediterranean and Monterey style housing. Maybe there is an opportunity at the arch openings.

Commissioner Amaya asked if the Monterey style is specifically for the three-story buildings?

Chair Hamerly replied yes. The biggest issue for the Monterey style is the garages. We have 14-16 doors facing each other in a couple locations. We have color changes, but that is a brutally repetitive element that is right below where everybody is going to see. If we can dress that up it would go a long way, because it is a tough element on those elevations.

Commissioner Sutorus stated I like that the mailboxes are inside the buildings.

Chair Hamerly the front elevation of the club house is almost exactly what I was stating regarding the multi-family units. The entrance is articulated right, that is perfect Spanish revival. It has the trim element, and it would not be uncommon to see a setback there where the summer hand painted tiles are and the trim which is stone. Good job on the wall mounted lights.

Ed Horovitz stated okay.

Chair Hamerly stated along the eastern edge of the property, there is very little plant cover, and it has been noted many times. You have no control over what happens on the next property over. One way to maintain privacy or shade is to plant a few more trees along there.

Commissioner Sutorus suggested to remove the Mexican Fan Palm and to select a different species. It is very invasive and will destroy infrastructure.

Ed Horovitz stated happy to do that.

Chair Hamerly stated along the western face of the studio units seems like it will be the highest traffic area in and out of the residential community. You have your two gateway trees that are crepe myrtles which does not have a very tall canopy. There are also palm trees which do not have a lot of screening or buffer right there. It is completely exposed.

Tom Robinson stated we put a 6-foot split face wall right there to block some of it and we did not want anyone from the back units doing anything through the wrought iron fence.

Chair Hamerly asked if the red line is a wall?

Tom Robinson and Ed Horovitz replied it is.

Chair Hamerly stated I was reading it as a curb.

Commissioner Amaya asked regarding the kid zones, are there any playground structures?

Tom Robinson stated we have the pool and the dog park. There are areas, we have the basketball and pickle ball court available. We did not put any tot lots in the community, we did not think that was our market here.

Commissioner Amaya stated I saw the artificial turf which is good.

Chair Hamerly stated in the pool area was there any thought to how you would provide shade for a lot of those lounge chairs?

Tom Robinson stated we will probably have umbrellas. Two of the areas have shade structure.

Chair Hamerly stated I encourage the eight-foot wall around the sport court area especially along the wash edge.

Landscape Architect Rice stated the perimeter of the project has either a block wall or tubular steel fence except the dog park section. I am not concerned about the fence between the dog park and inside the complex, however between the dog park and outside of the complex the material is out of place.

Chair Hamerly stated are you talking about the southern edge of the dog park that is adjacent to the major tenant 2.

Landscape Architect Rice stated that is correct.

Chair Hamerly asked do you think the wrought iron feels out of place?

Landscape Architect Rice stated I believe it shows a chain link fence.

Commissioner Amaya stated it shows a vinyl chain link fence.

Chair Hamerly stated that is a deal breaker for a gateway. That is the public edge of the property. If it is going to be completely concealed with landscaping that is one thing, however if it were a vinyl chain link that would seem to be out of place.

Landscape Architect Rice stated yes, that was our concern.

Chair Hamerly asked is it your anticipation that the monument signs along Greenspot Road would match in fashion with the other developments on the north side?

Tom Robinson stated I think they should match.

Chair Hamerly asked are you using your own exhibits you already have or the exhibits that are in the Specific Plan?

Tom Robinson stated yes, we would use our exhibit we have.

Chair Hamerly stated the subsequent development would have to be using your sign program if there was to any consistencies along Greenspot Road north side.

Tom Robinson replied or tie it in with some element, yes.

Chair Hamerly stated it seemed like most of the verbiage in the sign program was to give latitude to the individual tenants so they can insert their insignia on the building, which is completely understood. Most of the language in the document states the tenant is going to propose their signage and the landlord has the right to refusal or approval. That takes it out of the design review process. I know most of it is building mounted signage, but when we have pedestrian-oriented blade signage there is an opportunity of the continuity across the spectrum of the entire Specific Plan area. The unifying element would need to be the architectural statement that the bracket makes.

Tom Robinson stated I understand that. Each project that comes forward is going to be a little different. There could be an element that is tied together, but I think everyone is going to be different. I do not think it is bad if they stay within the Specific Plan and do something a little different in each way.

Chair Hamerly stated some places have extensive menu boards and drive-thru's. If there is a way, we can screen that from Greenspot Road to protect the right of way and the presentation from the street.

Tom Robinson replied okay.

Chair Hamerly stated we are looking forward to the flag test for the monument signs.

Commissioner Sutorus asked is the gas station going to have the option for a digital sign?

Tom Robinson stated the gas prices will be digital, but the rest of the sign will not be digital.

Chair Hamerly stated some of the signage that was in the Specific Plan both relates to the Spanish Craftsman style of architecture, but I think it also articulates in the composition and relates well to the architecture of your site. It could be as simple as changing out the stone veneer. The design guidelines for signage is found on page 175-

180 in the Specific Plan, I encourage the sign company to take a few more clues from those exhibits in there, because these signs look a little bit on the generic side.

Vice Chair Thomas asked where will the City of Highland logo be on the large freeway signs?

Tom Robinson stated it is on the top of the sign.

Vice Chair Thomas stated I am concerned about the electronic sign, I am not against it, but I wonder how the residents will feel about that.

Commissioner Sutorus stated the new electronic sign at Mountain Grove in Redlands has grown on a lot of people that were concerned. It looks very nice.

Tom Robinson replied I was surprised with that as well.

Commissioner Sutorus stated it is efficient because the plaza does not have to constantly change out signs and it is better marketing for the businesses.

Commissioner Miller stated a general comment I receive from the community is we need a really good sit-down restaurant and I hope you get us a good tenant.

Tom Robinson stated we are trying.

Chair Hamerly read into the record page 383, item 23 of Planning Conditions. Up lighting might be appropriate there in a controlled environment. The appropriate signage for the residential community would have an up lighted sign that has surface mounted characters as opposed to having an acrylic sign that is internally illuminated. Given the diversity of location I think it would be appropriate to have more than one bike rack on site. If we can modify it to state bike racks. Does this condition apply to every site within this site or is it treating it as an entire project for the purposes of Conditional Use Permit (CUP)?

Assistant Community Development Director Stater stated at the beginning of the conditions on page 379, it states residential and commercial conditions 1-46 apply to both residential and commercial. We have conditions that are strictly commercial that start with condition 45. When it talks about the bike rack, it is singular because it is referring to for example, building 1, 4, Pad 4.

Chair Hamerly asked on each Pad?

Assistant Community Development Director Stater stated in this particular design review we are approving the site plan, we only have the elevations for the two.

Chair Hamerly stated the conditions of approval are not tied to design review they are in all in compassing for the CUP.

Assistant Community Development Director Stater stated they are only design review conditions.

Chair Hamerly asked these are design review conditions?

Associate Planner Quintanilla stated yes.

Assistant Community Development Director Stater stated the beginning is both residential and commercial then it breaks into commercial and then into residential.

Chair Hamerly asked all the conditions in the 396 series are all design review conditions. They are not CUP conditions?

Associate Planner Quintanilla stated correct.

Assistant Community Development Director Stater stated you have two CUP's, one for the gas station and the ABC licenses.

Chair Hamerly asked for item number 7, are pulling that for the flag test or are we amending this?

Assistant Community Development Director Stater stated we have had a lot of discussion regarding this at the staff level. We conditioned the sign program, there is conditions of approval for the Accessory Sign Review (ASR) portion that says they shall come back provide that flag test to determine the height and location. It is in the plans, if it makes the Commissioners comfortable, we can add language into the plan itself.

Chair Hamerly asked the Commissioners if they feel appropriate keeping the sign program intact with a placeholder on the height and location or pull exhibits for the freeway-oriented signs as standalone element?

Planning Commissioners agreed for item number 7 to stay as is in the Staff Report.

Chair Hamerly closed the public hearing.

A MOTION was made by Vice Chair Thomas, seconded by Commissioner Sutorus, to adopt Resolution 2021- 007, recommending to the City Council:

1) Find under Public Resources Code Section 21166 and the corresponding CEQA Guidelines Section 15162 that there are no substantial changes or new information of substantial importance that would trigger the preparation of a subsequent EIR and further finding that the project is exempt from further environmental review under Government Code Section 65457;

2) Introduce Ordinance No. ____, to Amend the Greenspot Village & Marketplace Specific Plan (SPR No. 06-01A), to adjust the boundaries of Planning Area No. 1 (Highland Marketplace) and the boundaries of Planning Area No. 2 (Residential Village), eliminate the Village Paseo from Scenario No. 1 and eliminate the requirement of private open space for studio units;

3) Adopt City Council Resolution No. 2021 – ____, to approve Design Review Application (DRA No. 20-012) for the construction of approximately 85,316 square feet of commercial uses (Greenspot Crossings) and a 200 attached residential unit complex with a 6,214 square-foot clubhouse, subject to the Conditions of Approval and Findings of Fact;

4) Adopt City Council Resolution No. 2021 – ____ for associated Alcohol Beverage Control licenses, to approve Conditional Use Permit (CUP No. 20-006) for the establishment of three (3) off-sale alcohol licenses (ABC Type 20 and 21) and five (5) on-sale alcohol licenses (ABC Type 41 and 47) for a commercial retail center, subject to the Conditions of Approval and Findings of Fact;

5) Adopt City Council Resolution No. 2021 – ____, to approve Conditional Use Permit (CUP No. 20-007) for the construction of gas station with eight fuel pumps, convenience store, and carwash, subject to the Conditions of Approval and Findings of Fact;

6) Adopt City Council Resolution No. 2021 – ____, to approve Tentative Parcel Map (TPM No. 20-002) to increase the number of parcels from four (4) parcels to eight (8) parcels, subject to the Conditions of Approval and Findings of Fact;

7) Adopt City Council Resolution No. 2021 – ____, to approve Accessory Sign Review (ASR No. 20-013) to establish a Sign Program for the commercial and residential development within apportion of the Greenspot Village & Marketplace Specific Plan, excluding freeway sign heights and locations, subject to the Conditions of Approval and Findings of Fact; and Directed Staff to continue to work with the Applicant to modify Engineering Condition No. 37 and Planning Condition Nos. 75 and 76 in advance of the City Council meeting.
Motion carried, 5-0.

RESOLUTION NO. 2021-007

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, RECOMMENDING THE CITY COUNCIL: 1) ADOPT AN ORDINANCE TO AMEND THE GREENSPOT VILLAGE & MARKETPLACE SPECIFIC PLAN (SPR NO. 06-01A); 2) APPROVE DESIGN REVIEW APPLICATION (DRA NO. 20-012) TO CONSTRUCT APPROXIMATELY 78,491 SQUARE FEET OF COMMERCIAL USES IN PLANNING AREA NO. 1 AND 200 RESIDENTIAL UNITS IN PLANNING AREA NO. 2; 3) APPROVE CONDITIONAL USE PERMIT NO. 20-006 TO ESTABLISH FIVE (5) ON-SALE AND THREE (3) OFF-SALE STATE OF CALIFORNIA ALCOHOL BEVERAGE CONTROL (ABC) LICENSES FOR THE COMMERCIAL COMPLEX; 4) APPROVE CONDITIONAL USE PERMIT (CUP NO. 20-007) TO ESTABLISH A GAS STATION WITH CONVENIENCE STORE AND CAR WASH; 5) APPROVE TENTATIVE PARCEL

MAP (TPM NO. 20-002) INCREASING THE NUMBER OF PARCELS FROM FOUR TO EIGHT; 6) APPROVE ACCESSORY SIGN REVIEW APPLICATION (ASR NO. 20-013) TO ESTABLISHED A SIGN PROGRAM, EXCLUDING THE HEIGHT AND LOCATION OF THE FREEWAY SIGNS, AND 7) MAKING A DETERMINATION THAT THE PROJECT IS EXEMPT FROM FURTHER CEQA REVIEW UNDER CEQA GUIDELINES SECTION 15162, PUBLIC RESOURCES CODE SECTION 21666 AND GOVERNMENT CODE SECTION 65457 FOR A PROPERTY LOCATED ON THE NORTH SIDE OF GREENSPOT ROAD, EAST OF THE 210 FREEWAY (APN NOS. 1201-331-01, 1201-341-01, -08, and -09)

ANNOUNCEMENTS

The next Planning Commission meeting is scheduled June 1, 2021.

ADJOURN

There being no further business, Chair Hamerly declared the meeting adjourned at 10:38 p.m.

Submitted by:

Camille Goritz, Administrative Assistant III
Community Development Department

Approved by:

Randall Hamerly, Chair
Planning Commission

STAFF REPORT

TO THE PLANNING COMMISSION

DATE: June 1, 2021

FROM: Lawrence A. Mainez, Community Development Director

REVIEWED BY: Kim Stater, Assistant Community Development Director

PREPARED BY: Ash Syed, Associate Planner

SUBJECT: Design Review Application (DRA 20-010) for a Site Plan, Landscape Plan, and Elevations related to the approved entitlement of a 2,046 square foot drive-thru carwash with nine (9) vacuum stations.

LOCATION: 8054 Palm Ave, Highland
A vacant 0.42 acre parcel on the west side of Palm Avenue, approximately 250 feet south of 5th Street.
Assessor's Parcel Number: 1192-641-03

OWNER / APPLICANT: Ghulam Sarwar

RECOMMENDATION: Staff recommends the Planning Commission:

1. Adopt Resolution No. 2021 – ____, approving Design Review Application (DRA 20-010) for a drive-thru carwash with nine (9) vacuum stations subject to the Conditions of Approval and Findings of Fact; and

2. Direct staff to file a Notice of Exemption with the County Clerk of the Board of Supervisors.

FISCAL IMPACT: The Applicant submitted the required deposit fee of $12,300 for processing a related Conditional Use Permit Application. Staff time spent working on the Application will be charged to this deposit.

PUBLIC NOTICE: As required by the City Council, notice of the public hearing was posted at the City's three designated posting locations. In addition, the notice was

Approved _____	Motion _____	Second _____	Agenda Item No. 2
Denied _____	Ayes _____		
	Noes _____		File No. _____
Continue _____	Abstain _____		
	Absent _____		
Recording Secretary		Community Development Director	

posted on the City's website, mailed to property owners within three-hundred (300) feet of the project site, and published in the Highland Community News on May 21, 2021. No further notice is required.

PUBLIC COMMENT: At the time of preparing this report, staff had not received any public comments.

DESCRIPTION OF SITE: The project site is located along the western side of Palm Avenue, approximately 250 feet south of 5th Street. As defined by the City's General Plan, Palm Avenue at this location is classified as a "major highway". The property is currently vacant and has been since prior to the City's incorporation (Exhibit A – Location Map). The existing site is currently vacant as no formal development was proposed by the previous or current owners. Aside from a 45 foot by 15 foot concrete pad at the eastern end of the site where cars and trucks were occasionally parked, no other surface improvements had previously been initiated. The site offers a depth of approximately 205 feet and a width of approximately 95 feet. Currently, the improvement on the north property protrudes approximately 9 feet into the subject property along the entire northside. A land surveyor will need to be consulted with to determine the exact location of the property line.

Surrounding Land Uses

North: Vacant Commercial Building
South: Animal Hospital / Veterinary Clinic
East: Environmental Services Center
West: Vacant Parcel

Location	General Plan Designation	Zoning Designation
Site:	Business Park (BP)	Business Park (BP)
North:	Business Park (BP)	Business Park (BP)
South:	Business Park (BP)	Business Park (BP)
East:	Industrial (I)	Industrial (I)
West:	Business Park (BP)	Business Park (BP)

The project site is located approximately two (2) miles southwest of the San Andreas Earthquake Fault and does not fall within the Alquist-Priolo Earthquake Fault Zone.

PREVIOUS ACTION: On February 16, 2021, the Planning Commission approved Conditional Use Permit (CUP 20-005) to entitle the construction of a drive-thru carwash with self-operated vacuum stations (Attachment 1 – Planning Commission Resolution No. 2021-003) (Attachment 2 – Planning Commission Minutes). The approval however was only applicable to the proposed use and Site Plan, which depicted the positioning of the carwash building, setbacks, placement of the parking spaces and seven (7) vacuum stalls. No specific Landscape Plan, or design elements for the carwash building

and drive aisle were reviewed/approved by the Planning Commission. The Applicant had previously indicated that such items/elements would be provided by a future owner/tenant during the submittal of a Design Review Application.

In March of 2021, the Applicant opted to proceed with a Design Review Application submittal to develop the parcel himself as opposed to selling the site with the approved entitlement to a buyer.

PROJECT REVIEW/ANALYSIS: The project includes a conceptual Landscape Plan and Elevations for the carwash building with design elements that complement the surrounding industrial uses. The carwash is to be fully automated with 2,046 square feet of interior space that houses a washing station and drying section. The drive lane for the carwash is approximately 160 feet in total length and 15 feet in width at the single aisle section just before the entrance to the carwash building. The drive lane begins in a 25-foot wide dual aisle formation at the pay station area to provide adequate space for four vehicles in each lane to stack up without protruding into the area designated for vacuuming (Exhibit B – Site Plan).

The proposed facility is a carwash with a pay station that accepts cash or credit cards and does not feature any sort of walk-in area to pay for the service in-person or purchase any other goods. There will be a full-time attendant onsite who will strictly oversee operations to ensure that all machinery is functioning properly and arrange for maintenance and repairs when necessary. The carwash will otherwise be fully-automated with the vacuum stations self-operated by the users. The proposed hours of operation for the facility will be 7:00am to 8:00pm from April to September and 8:00am to 6:00pm from October to March.

Parking

Since the approval of Conditional Use Permit (CUP 20-005), the Applicant has slightly revised the layout of the parking spaces and number of vacuum stalls. The now twelve (12) proposed vehicle spaces on the site have been arranged in a double loaded aisle formation. Along the southern property line, there are five (5) stalls to the east that are dedicated to vehicle vacuuming and two (2) additional spaces to the west for onsite parking. The Applicant has explained that the parking space nearest to the carwash exit will be reserved for the onsite attendant, as that space will see considerably less use compared to the other onsite parking spaces. Along the northern property line are four (4) additional spaces dedicated to vehicle vacuuming, now totaling nine (9) vacuum stalls on the site. The remaining space along the northern side, adjacent to the carwash entrance drive lane, is the required 12-foot wide handicap space with a supplementary 5-foot crosshatch pathway that provides access to the trash enclosure and the entrance to the interior of the carwash.

According to the City of Highland Municipal Code, the parking requirement for a carwash is three (3) spaces per washing stall. Considering that the automated carwash building is one (1) vehicle washing stall, with only one (1) vehicle being washed and dried at a time, the three (3) onsite parking spaces that are not dedicated to vehicle vacuuming satisfies the parking requirement for the use. No landscape islands are proposed as there are no sequences of eight (8) consecutive parking spaces on this site.

Access

The site consists of both vehicular and pedestrian accessibility. Currently, both vehicles and pedestrians can access the site from Palm Avenue on the east side, the only entrance to the property. The City of Highland is in the process of implementing plans for the future construction of a dedicated right-turn lane along Palm Avenue, heading southbound, toward the 3rd Street intersection. While the frontage of the property along Palm Avenue is currently straight, the proposed dedicated right-turn lane will initiate at the middle of the property's frontage. The property owner will be required to dedicate an approximately 50 square foot triangular portion of land that extends about 5 feet west and 25 feet north from the current southeast corner of the property. This modification and the proposed design for the site has already incorporated this required street dedication.

Elevations

The exterior of the carwash building features a contemporary cardinal and taupe stucco on the mid and upper portion of the building on all four sides as well as a banister-like parapet around the perimeter of the roof. Along the eastern front of the building, above the carwash exit, is a solid white accent awning. Also on the east side, the trash enclosure features the same taupe stucco as proposed on the main carwash building, To the north of the building, over the pay stion in the drive aisle, is a metal entry canopy that also features a matching taupe finish with cardinal lettering (Exhibit C – Elevations).

Setbacks

According to the City of Highland Municipal Code, within the Business Park zone, the required 20-foot front setback area must feature landscaping of predominant plant materials. Where off-street parking/vehicle stoppage is located within front setback areas, as the case with this site, a minimum landscaped area of 10 feet in depth must be provided between the property line and parking area, with an additional minimum landscaped area of 10 feet in depth provided between the parking area and the building. Meanwhile, the 20-foot rear or interior-side setback areas must feature landscaping as well but may also be used to accommodate pedestrian walkways, driveways, off-street parking or loading, and similar accessory activities without the requirement of additional landscaping elsewhere.

Due to the size of the lot, placement of the proposed carwash building, and location of the vacuum stations, there is not adequate space for an uninterrupted twenty (20) feet of landscaping at the front (east side) of the property along Palm Avenue. The Applicant has instead proposed ten (10) feet of landscaping from the property line to the first vacuum stall and an additional ten (10) feet of landscaping between the parking area and the front of the carwash building, as permitted by the Municipal Code. Along the southern side of the property, the Applicant has provided a twenty (20) foot fully landscaped setback area just south of the carwash building and seven (7) vehicle spaces for vacuuming and employee/customer parking along the remaining portion. Along the northern side of the property, the applicant has provided a twenty (20) foot setback area that features another five (5) vehicle spaces, supplemental landscaping, and pay station/drive aisle for the carwash. Lastly, the rear portion (west side) of the property features a twenty (20) foot setback area that includes the required landscaping and accommodates the drive aisle leading into the carwash building. The proposed design for lot coverage has satisfied the setback requirements per the Municipal Code.

Conceptual Landscape

The conceptual landscaping that is proposed on the site includes various trees, shrubs, groundcovers and vines. Located along Palm Avenue is a mix of "Washingtonia Robusta" with two clusters of "Rosa Carpet" trees placed on each side of the entrance to the property. Located along the northern and southern borders of the property are "Heavenly Bamboo" trees along with a variety of "Violet Silverleaf" and "Purple Muhly Grass" ground cover. At the rear (west side) of the property, existing trees and landscaping will be utilized as much as possible and will be further accentuated by additional "Hemerocallis Hybrid", "Rosa Carpet", and various other floras scattered in between to further enhance the aesthetic appeal (Exhibit D – Landscape Plan). The conceptual landscape plan has been reviewed by the City's landscape architect and applicable conditions of approval have been included.

Vehicle Washing Development Standards

According to the City of Highland Municipal Code, proposed vehicle washing facilities must satisfy additional design criteria with regard to paving, enclosures, and onsite parking prior to Planning Commission review. The subject site features a fully paved carwash facility and parking area in addition to the required landscaping, satisfying the requirement of paved areas onsite. The process of vehicle washing and drying will take place entirely within the carwash building onsite, satisfying the requirement for all operations producing dirt/grime/wastewater to take place within an enclosed facility. Lastly, the twelve (12) proposed vehicle spaces on the site have been arranged in a double loaded aisle formation. Along the southern property line, there are seven (7) stalls with five (5) fully dedicated to customers vacuuming their vehicles and two (2) reserved for strictly employee/customer parking. Along the northern property line are four (4) additional vacuuming stalls for customers. The remaining space along the

northern side is the ADA accessible stall, which addresses the requirement of three (3) spaces per vehicle washing stall onsite, satisfying the parking requirement for the proposed project. Further development standards regarding storage, litter, and hazardous waste elimination have also been conditioned to be addressed and satisfied by the Applicant.

Conceptual Signs

The Applicant will submit elevations for the signs along with an application for an Accessory Sign Review at a later date.

ENVIRONMENTAL REVIEW: This project is Categorically Exempt from environmental proceedings pursuant to Section 15301, Class 32, In-Fill Developments, of the California Environmental Quality Act (CEQA) Guidelines, since:

(a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.

(b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses.

(c) The project site has no value as habitat for endangered, rare or threatened species.

(d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.

(e) The site can be adequately served by all required utilities and public services.

SUMMARY: The City of Highland General Plan designates the project site as Business Park (BP). The Applicant's proposal features design elements that provide a bold aesthetic appeal and complements the nearby fueling stations. It meets the General Plan and Municipal Code standards for Design Review as well as the General Development Standards for a vehicle washing station. Staff recommends the Planning Commission adopt Resolution No. 2021 – ____, approving Design Review Application (DRA 20-010).

Exhibits:

A – Location Map
B – Site Plan
C – Elevations
D – Landscape Plan

Attachments:

1. Planning Commission Resolution No. 2021-003 from February 16, 2021
2. Planning Commission Minutes from February 16, 2021
3. Resolution No. 2021 – ____ for Design Review Application (DRA 20-010)
   Exhibit 1: Conditions of Approval

Exhibit A:

Location Map

5th @ Palm Wb Fs
5th St
N
Palm Ave

Exhibit B:

Site Plan

IN THE CITY OF HIGHLAND, CALIFORNIA

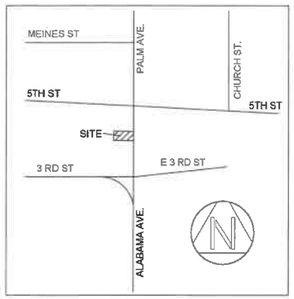
SITE PLAN

8054 PALM AVENUE

A.P.N. 1192-641-03

A PORTION OF THE SOUTH 1/2 OF THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, CALIFORNIA.

SITETECH, INC. APRIL 2021

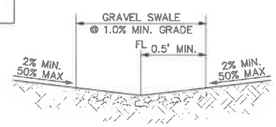


VICINITY MAP

NO SCALE

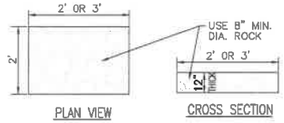
PARKING SPACE ANALYSIS:

Land Use/Req'mt.	Parking Rate	Bldg. Size/Rate	# of Stall Reqd.
CAR WASH	3 Stall / WASH UNIT	1 WASH UNIT	3
Handicap Stalls (HC)	1-40 REGULAR STALL BRACKET (REQ.D')		1
TOTAL PARKING STALLS REQUIRED: 3 SPACES (1 MUST BE HANDICAP)			
PARKING STALLS PROVIDED:		(2 = STD. 9'x18')	
		(1 = Van Handicap 12'X18')	
TOTAL PARKING STALLS PROVIDED:		3	



GRAVEL SWALE DETAIL (12)

NOT TO SCALE



SPLASH PAD DETAIL (11)

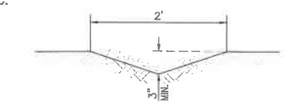
NOT TO SCALE

GENERAL NOTES:

1. THE PROPOSED PROJECT IS FOR A CAR WASH WITH 9 DESIGNATED VACUUM STATIONS AND TWO REGULAR PARKING STALLS AND ONE HANDICAP STALL.
2. ASSESOR'S PARCEL NUMBER: 1192-641-03.
3. THIS PROJECT SIZE IS APPROXIMATELY 0.42 NET ACRES.
4. EXISTING AND PROPOSED ZONING IS B.P. (BUSINESS PARK).
5. LAND USE OF ALL SURROUNDING PROPERTY TO THIS PROJECT: MIXED USE COMMERCIAL - NORTH & WEST /. GAS STATION/MIXED USE COMMERCIAL - EAST / COMMERCIAL - SOUTH
6. THERE ARE NO NEW STREETS PROPOSED WITHIN THIS DEVELOPMENT.
7. NO REGULATED TREES WILL BE REMOVED AS A PART OF THIS PROJECT.
8. THE AVERAGE SLOPE OF BOTH FEASIBLE ACCESS ROUTE AND FEASIBLE BUILDING SITE DOES NOT EXCEED TEN PERCENT (10%).
9. A PRECISE GRADING PLAN IS PROPOSED FOR THIS PROJECT.
10. TYPE OF PROPOSED CONSTRUCTION: N
11. FOR COMPLETE LEGAL DESCRIPTION, SEE TITLE REPORT.
12. NO WATER COURSES CROSS THIS PROPERTY AND IT IS NOT WITHIN A FLOOD ZONE.
13. APPROXIMATE EARTHWORK QUANTITIES: CUT 20 C.Y., FILL 20 C.Y.
14. HOURS OF OPERATION: CAR WASH: 8 a.m. - 8 p.m.
15. LIGHTING TO BE ON FROM DUSK TO SUNRISE AND TO BE SHIELDED FROM ADJOINING PROPERTIES.
16. ALL KNOW EASEMENTS ARE SHOWN HEREON.

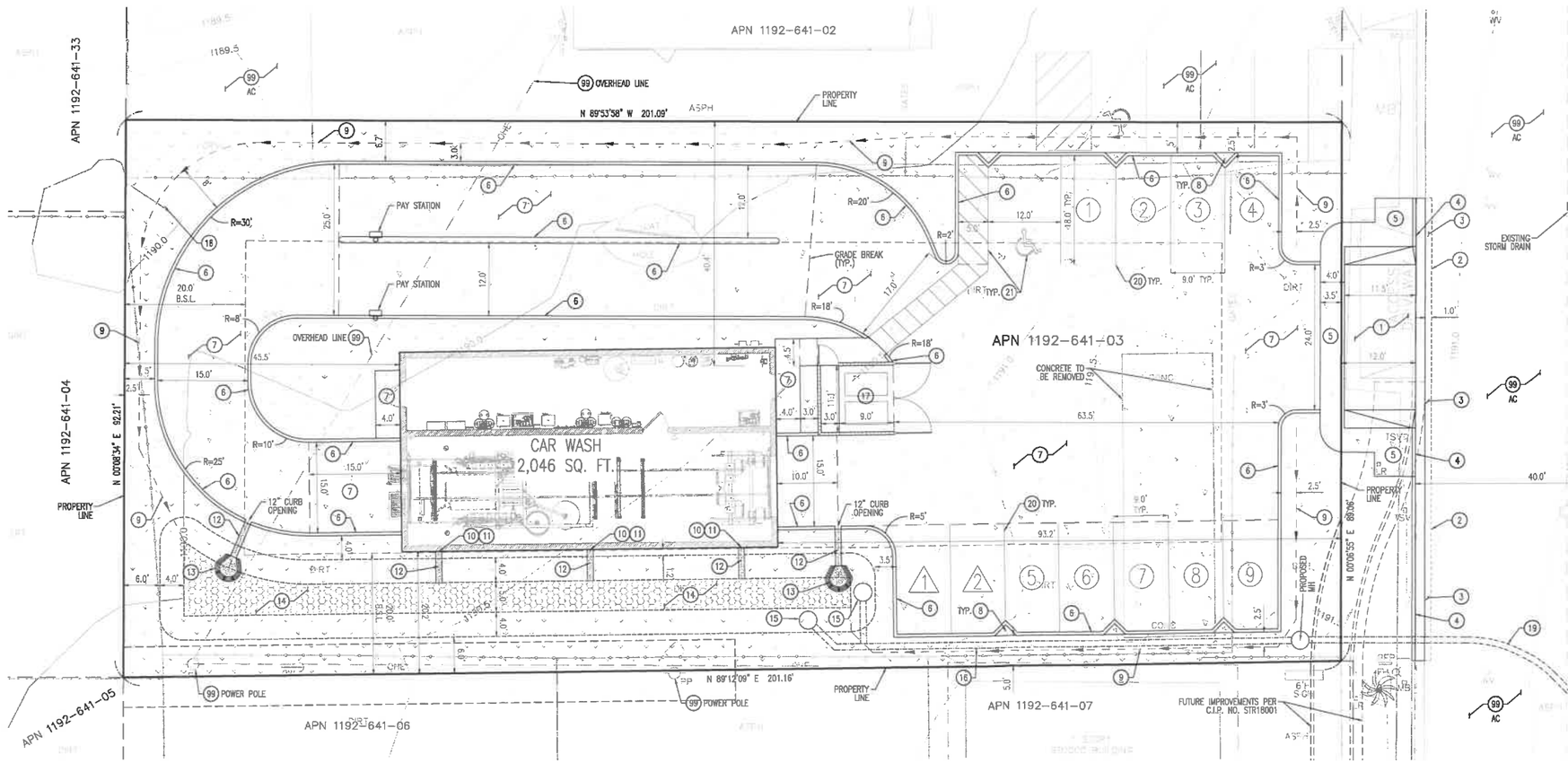
CONSTRUCTION NOTES:

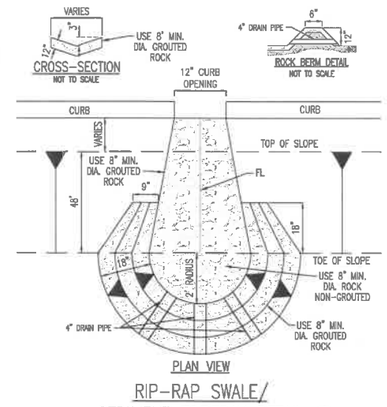
(1) CONSTRUCT COMMERCIAL DRIVE APPROACH PER CITY OF HIGHLAND STD. 212.
(2) SAWCUT TO A CLEAN STRAIGHT LINE.
(3) CONSTRUCT A.C. PAVEMENT OVER CLASS II BASE OR CONCRETE PAVEMENT OVER NATIVE.
(4) CONSTRUCT 8" CURB & GUTTER PER CITY OF HIGHLAND STD. 203.
(5) CONSTRUCT SIDEWALK PER CITY OF HIGHLAND STD. 208.
(6) CONSTRUCT 6" CURB PER A.P.W.A. STD. 120-1 TYPE A1-150.
(7) CONSTRUCT 4" THICK CONCRETE PAVING.
(8) CONSTRUCT VACUUMING STATION PER ARCHITECTURAL PLANS.
(9) CONSTRUCT GRADED LANDSCAPE FLOWLINE AT 1.0% MINIMUM GRADE, PER DETAIL HEREON.
(10) CONSTRUCT ROOF DRAIN DOWNSPOUTS TO OUTLET ONTO RIP-RAP SPLASH PAD, PER DETAIL HEREON.
(11) CONSTRUCT RIP-RAP SPLASH PAD, PER DETAIL HEREON.
(12) CONSTRUCT 1' WIDE GRAVEL SWALE, PER DETAIL HEREON.
(13) CONSTRUCT ROCK RIP-RAP BASIN INLET AND SEDIMENT FOREBAY, PER DETAIL HEREON.
(14) CONSTRUCT 1,120 C.F. INFILTRATION BASIN (1,046 C.F. REQUIRED).
(15) INSTALL 24" RISER WITH DEBRIS RACK FOR BASIN OVERFLOW OUTLET.
(16) INSTALL 12" H.D.P.E. STORM DRAIN AT 1.0% MIN. FOR BASIN OVERFLOW OUTLET.
(17) CONSTRUCT COVERED TRASH ENCLOSURE PER ARCHITECTURAL PLANS.
(18) NOT USED
(19) INSTALL 18" R.C.P. STORM DRAIN AT 1.0% MIN. CONNECT TO EXISTING STORM DRAIN.
(20) PARKING LOT SIGNAGE AND STRIPING PER ARCHITECTURAL PLANS.
(21) INSTALL ADA ACCESSIBLE PARKING STALL (VAN) PER ADA REQUIREMENTS.
(99) PROTECT IN PLACE, ITEM PER PLAN.



LANDSCAPED FLOWLINE DETAIL (9)

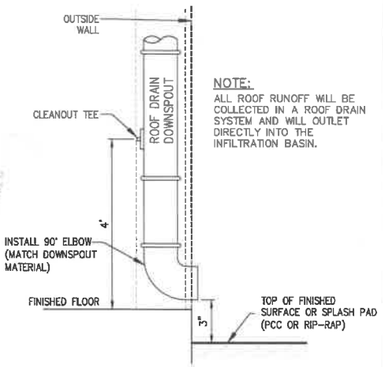
NOT TO SCALE





RIP-RAP SWALE/ SEDIMENT FOREBAY DETAIL (13)

NOT TO SCALE



ROOF DRAIN DOWNSPOUT (10)

NOT TO SCALE

N

SCALE: 1"=10'

10 0 10 20

OWNER/APPLICANT:
GHULAM SARWAR
5052 WESTMONT STREET
RIVERSIDE, CA 92507
PH: (951) 536-0788

ENGINEER/MAP PREPARER:
SITETECH, INC.
8061 CHURCH STREET
P.O. BOX 592
HIGHLAND, CA 92346
CONTACT: BERNIE MAYER
PH: (909) 864-3180

COMPANIES AND AGENCIES SERVICING THIS PROJECT ARE AS FOLLOWS:

WATER/SEWER:
EAST VALLEY WATER DISTRICT
31111 GREENSPOT ROAD
HIGHLAND, CA 92346
PH: (909) 889-9501

POWER:
SOUTHERN CALIFORNIA EDISON CO.
287 TENNESSEE STREET
REDLANDS, CA 92373
PH: (909) 307-6767

TELEPHONE:
PACIFIC BELL
2828 E. CORONADO ST., 2ND FLOOR
ANAHEIM, CA 92807
PH: (714) 666-5415

CABLE:
TIME WARNER CABLE
1722 ORANGETREE LANE
REDLANDS, CA 92374
PH: (909) 798-3588

SCHOOL DISTRICT:
SAN BERNARDINO UNIFIED
777 NORTH F STREET
SAN BERNARDINO, CA 92410
PH: (909) 793-2301

GAS:
SOUTHERN CALIFORNIA GAS CO.
155 SOUTH "G" STREET
SAN BERNARDINO, CA 92401
PH: (909) 335-7928

LOT COVERAGE:

TOTAL SITE	18,227 S.F.
CAR WASH AREA	2,046 S.F. = 11.2%
PARKING/DRIVEWAY/WALKWAYS	9,461 S.F. = 53.3%
LANDSCAPING/OPEN SPACE	6,720 S.F. = 35.5%

LEGEND:

2400 - INDICATES EXISTING CONTOUR
- INDICATES STREET CENTERLINE
- INDICATES CURB LINE
- INDICATES BOUNDARY LINE
- INDICATES CONCRETE PAVEMENT
- INDICATES INFILTRATION BASIN BOTTOM
- INDICATES EXISTING CHAIN LINK FENCE
- INDICATES FLOW LINE

REGISTERED PROFESSIONAL ENGINEER BERNHARD K. MAYER No. 36866 Exp. 6-30-22 CIVIL STATE OF CALIFORNIA

SITETECH INC.

8061 CHURCH ST. HIGHLAND CA 92346 PO BOX 592
PH: (909) 864-3180, FAX: (909) 864-0850

BERNHARD K. MAYER R.C.E. 36866 L.S. 7319

04/05/2021 DATE

Exhibit C:

Elevations

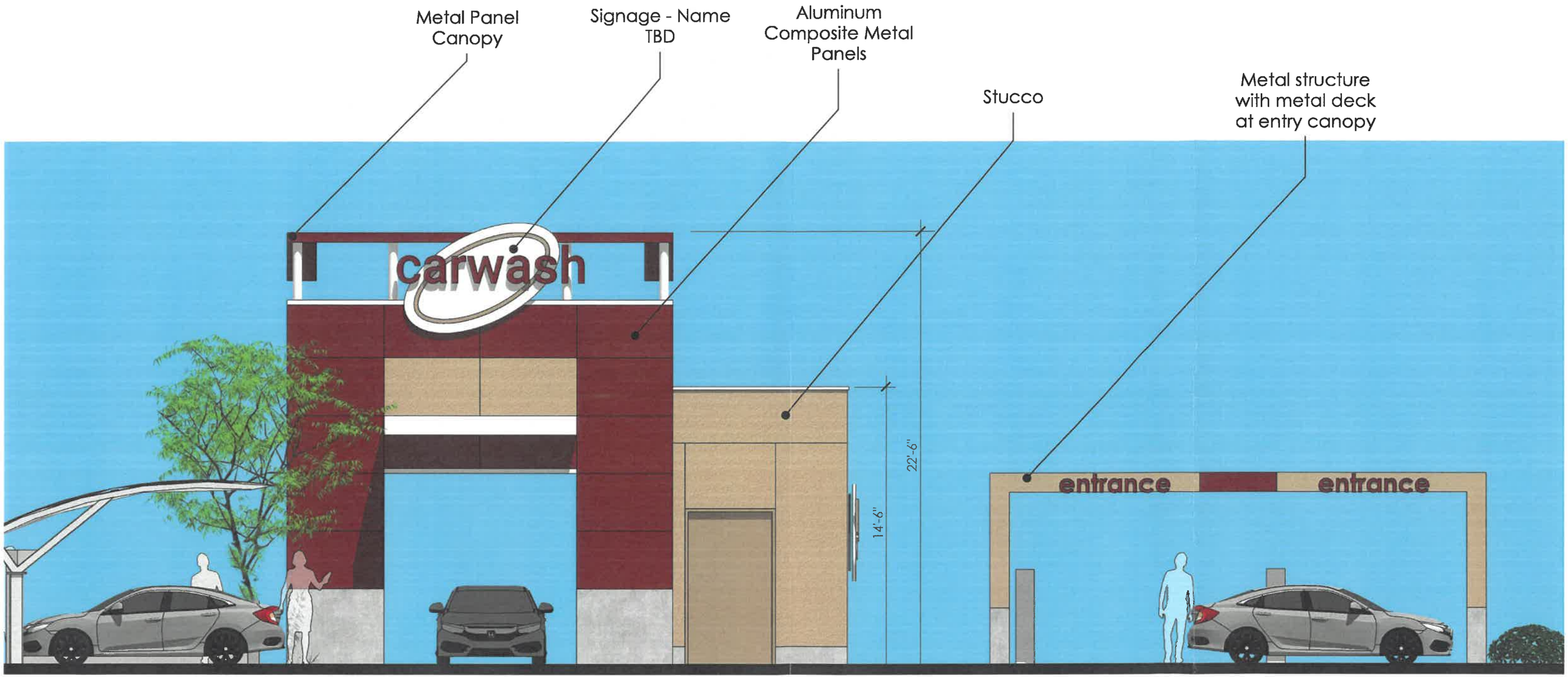


CITY OF HIGHLAND California

Highland Carwash
04/05/21

Aerial Perspective

MATLOCK DESIGN BUILD
LIONSBERG AEC

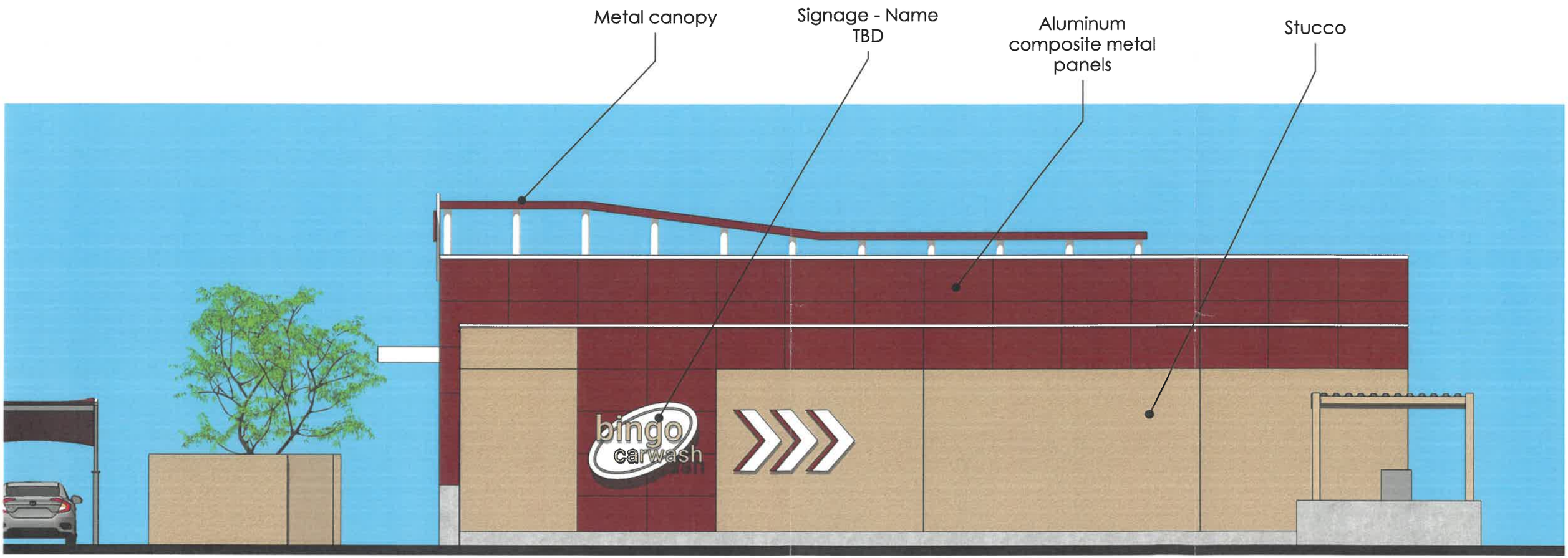


CITY OF HIGHLAND California

Highland Carwash
04/05/21

East Elevation

MATLOCK DESIGN BUILD
LIONSBERG AEC

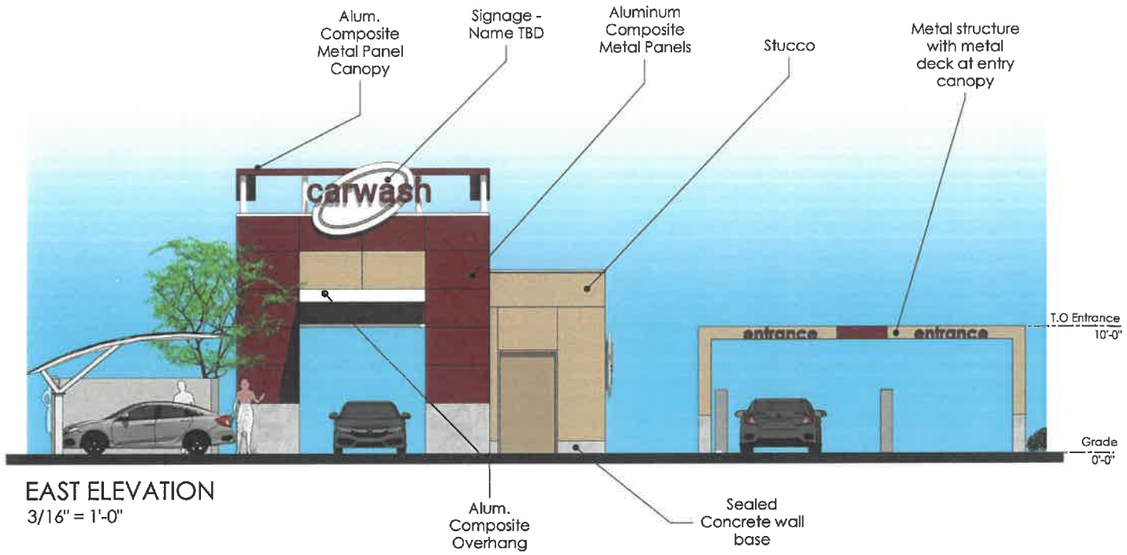


CITY OF HIGHLAND California

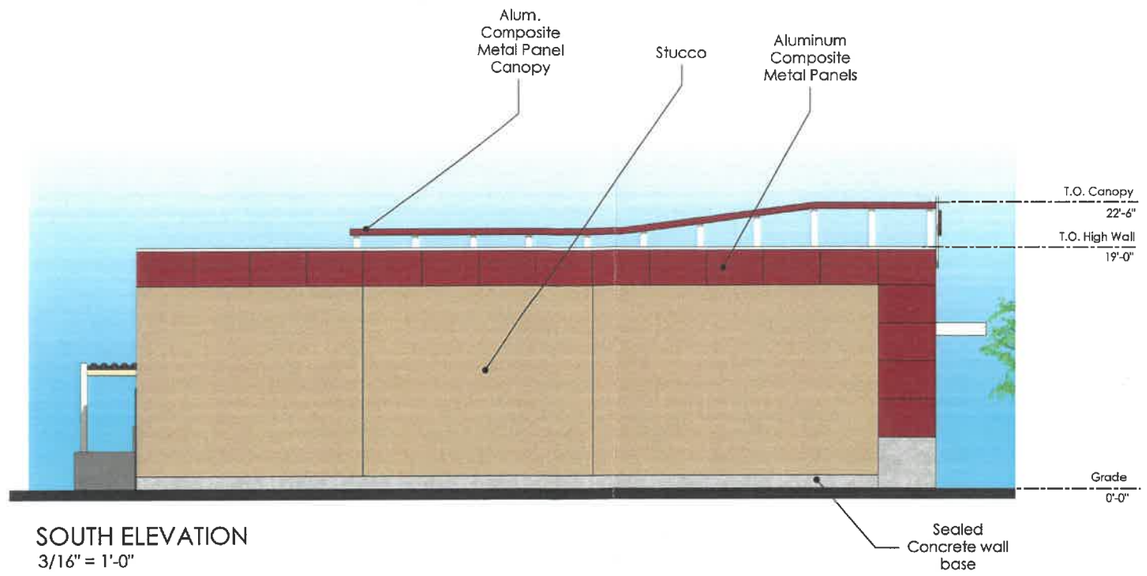
Highland Carwash
04/05/21

North Elevation

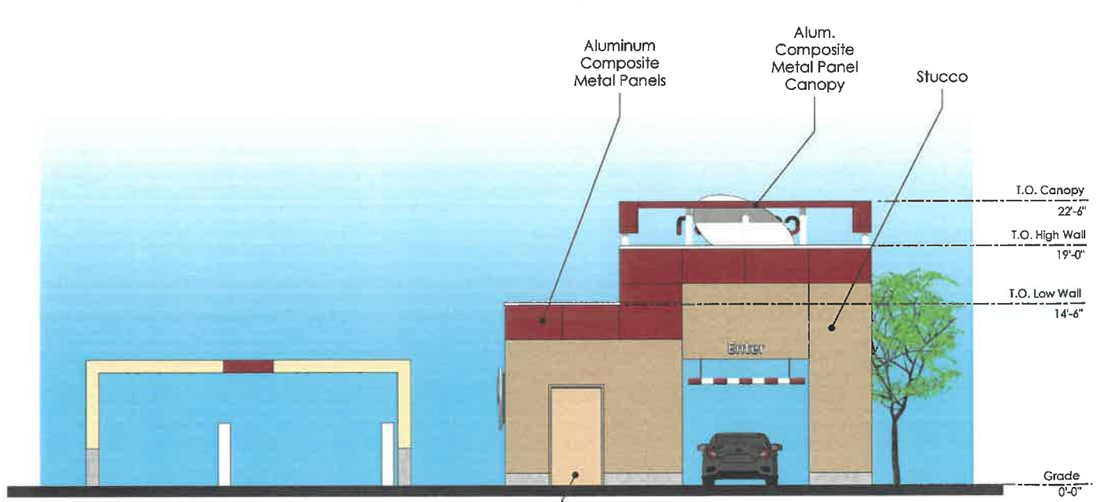
MATLOCK DESIGN BUILD
LIONSBERG AEC



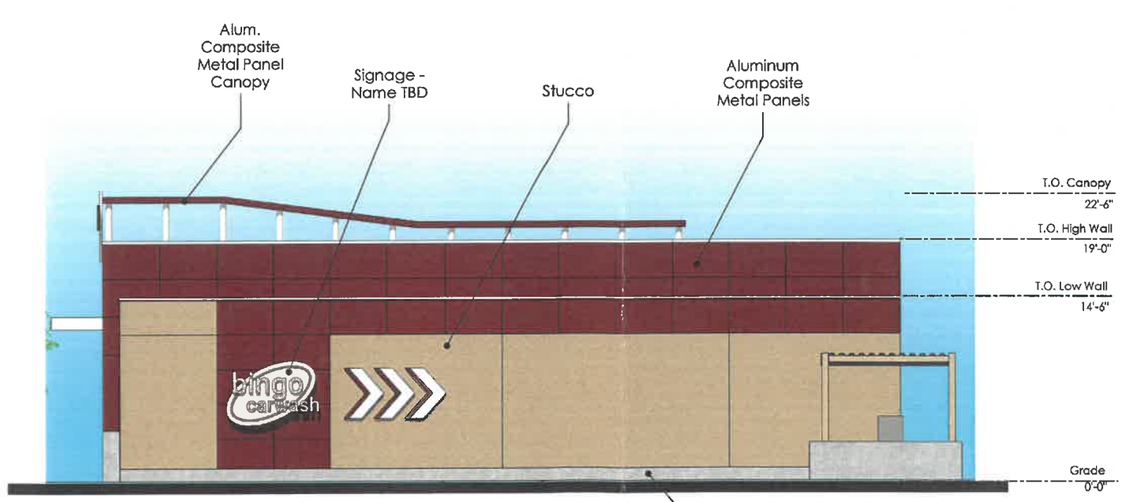
EAST ELEVATION
3/16" = 1'-0"



SOUTH ELEVATION
3/16" = 1'-0"



WEST ELEVATION
3/16" = 1'-0"



NORTH ELEVATION
3/16" = 1'-0"

CITY OF HIGHLAND California

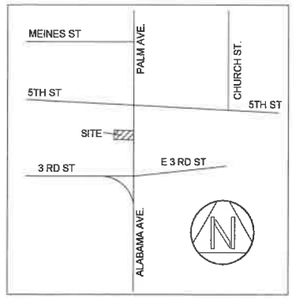
Highland Carwash
05/25/21

Building Elevations

MATLOCK DESIGN BUILD
LIONSBERG AEC

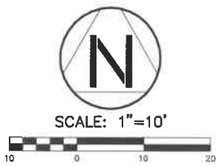
Exhibit D:

Landscape Plan



VICINITY MAP

NO SCALE



PLANTING LEGEND

SYMBOL	QUAN.	SIZE	BOTANICAL/COMMON NAMES	NOTES
			TREES	
	0		EXISTING TREE TO BE UTILIZED	
	4	12' BTH	WASHINGTONIA ROBUSTA / MEXICAN FAN PALM	BTH=BROWN TRUNK HEIGHT
			SHRUBS	
	0	1 GAL	HEMEROCALLIS HYBRIDS / DAYLILLY-EVERGREEN	RED AND YELLOW 50% EACH-MIXED
	26	5 GAL	LANTANA H. 'SPREADING SUNSET' / S.S. ORANGE LANTANA	PROVIDE NURSERY TAGS
	32	5 GAL	LEUCOPHYLLUM C. 'THUNDER CLOUD' / T. C. VIOLET SILVERLEAF	PROVIDE NURSERY TAGS
	90	1 GAL	MUHLENBERGIA R. 'NASHVILLE' / PURPLE MUHLY GRASS	PROVIDE NURSERY TAGS
	42	5 GAL	NANDINA D. 'COMPACATA' / HEAVENLY BAMBOO	PROVIDE NURSERY TAGS
	42	5 GAL	ROSA 'CARPET' / CARPET ROSE-YELLOW COLORED	PROVIDE NURSERY TAGS
			SHRUBS	
	0	1 GAL	MACFADYNENA UNGIS-CATI / CAT'S CLAW VINE	TRAIN ON TRASH ENCLOSURE WALLS
			GROUND COVERS	
	5,910 SF	FLAT	GAZANIA H. 'AZTEC QUEEEN' / AZTEC CLUMPING GAZANIA	PLANT AT 6" O.C.
	0 SF	2" DEPTH	MULCH-GORILLA HAIR REDWOOD MULCH IN ALL SHRUB AREAS	AVAILABLE FROM EARTHWORKS
	8		BOULDER-DESERT MARBLE-SIZES 1- 3'x3', 1 3'x2.5', 1-2'x2'	FROM SMB-BURY 1/3 DEPTH

WATER CONSERVATION STATEMENT:

STB LANDSCAPE ARCHITECT'S, Inc. HAS FOLLOWED AND MET ALL WATER CONSERVATION REQUIREMENTS SET FORTH IN BOTH THE CITY AND STATE ORDINANCES. STB HAS ACHIEVED THESE GOALS THROUGH THE USE OF HIGHLY EFFICIENT MICRO-SPRAY IRRIGATION NOZZLES TO ALL PLANTED AREAS, COMBINED WITH SUPPLEMENTAL BUBBLERS TO ALL TREES AND A "SMART" E.T. BASED CONTROLLER AND RAIN SHUT-OFF DEVICE. THE CONTROLLER WILL RECEIVE E.T. INFORMATION THAT WILL ALLOW THE CONTROLLER TO UP-DATE R.C.V. RUN TIMES ON A DAILY BASES THERE BY ELIMINATING THE NEED FOR MANUALLY ADJUSTING THE CONTROLLER FOR WEEKLY OR SEASONAL WEATHER CHANGES

MAINTENANCE RESPONSIBILITY NOTE:

THE OWNER OF THE HAVE A SNACK FUELS WILL BE RESPONSIBLE FOR ALL MAINTENANCE AND WATER MANAGEMENT WITHIN THEIR PROPERTY.

IN THE CITY OF HIGHLAND, CALIFORNIA

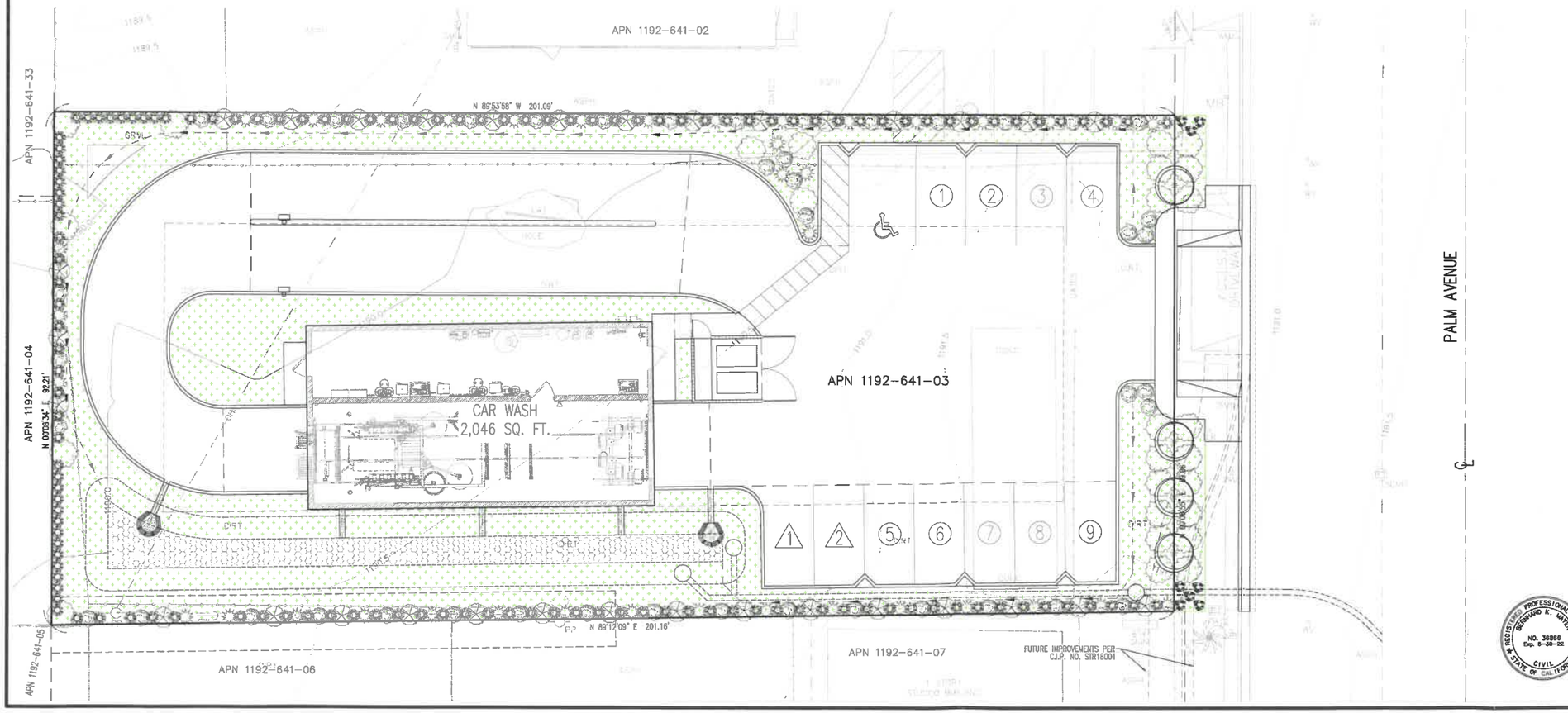
LANDSCAPE PLAN

8054 PALM AVENUE

A.P.N. 1192-641-03

A PORTION OF THE SOUTH 1/2 OF THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, CALIFORNIA.

SITETECH, INC. APRIL 2021



REGISTERED PROFESSIONAL ENGINEER BERNHARD K. MAYER NO. 36866 Exp. 6-30-22 CIVIL STATE OF CALIFORNIA

SITETECH INC.

8061 CHURCH ST. HIGHLAND CA 92346 PO BOX 592
PH: (909) 864-3180, FAX: (909) 864-0850

BERNHARD K. MAYER R.C.E. 36866 L.S. 7319 — 04/05/2021 DATE

Attachment 1:

Planning Commission Resolution No. 2021-003

from February 16, 2021

RESOLUTION NO. 2021 - 003

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING A CONDITIONAL USE PERMIT (CUP 20-005) TO ENTITLE THE CONSTRUCTION OF A 1,811 SQUARE FOOT DRIVE-THRU CARWASH WITH SEVEN (7) VACUUM STATIONS ON A VACANT 0.42 ACRE PARCEL ON THE WEST SIDE OF PALM AVENUE, APPROXIMATELY 250 FEET SOUTH OF THE PALM AVENUE AND 5TH STREET INTERSECTION. ASSESSOR'S PARCEL NUMBER: 1192-641-03.

OWNER / APPLICANT: GHULAM SARWAR

A. RECITALS

1. The Applicant filed an application with the City of Highland for a Conditional Use Permit (CUP 20-005) proposing the construction of a 1,811 square foot drive-thru carwash with seven (7) vacuum stations on a vacant 0.42 acre parcel approximately 250 feet south of the Palm Avenue and 5th Street intersection. Assessor's Parcel Number: 1192-641-03.

2. The construction is in regard to a new 1,811 square foot drive-thru carwash building with seven (7) vacuum stations, three (3) designated parking spaces, landscaping, and a trash enclosure.

3. On February 16, 2021, the Planning Commission of the City of Highland conducted an on-line public hearing on the subject application and concluded the hearing on that date.

4. All legal prerequisites to the adoption of this Resolution have occurred.

5. Pursuant to CEQA, this project is Categorically Exempt from environmental proceedings pursuant to Section 15301, Class 32, In-Fill Developments, of the California Environmental Quality Act (CEQA) Guidelines, since:

   (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.

   (b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses.

   (c) The project site has no value as habitat for endangered, rare or threatened species.

(d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.
(e) The site can be adequately served by all required utilities and public services.

B. RESOLUTION

NOW THEREFORE, it is hereby found, determined and resolved by the Planning Commission of the City of Highland as follows:

1. The Planning Commission finds that all of the facts set forth in the Recitals, Part "A" of this Resolution, are true and correct.

2. The City of Highland Planning Commission after due consideration, inspection, investigation and study made by itself and on its behalf, and after due consideration of all evidence and reports offered at said hearing, including the staff report to the Planning Commission dated February 16, 2021, which is incorporated herein by this reference, does find and determine the following facts:

   a. All necessary public meetings and opportunities for public testimony and comment have been conducted in compliance with State Law and the Municipal Code of the City of Highland.

3. Findings of Fact (Conditional Use Permit (CUP 20-005):

   a. The proposed use is permitted within the subject district pursuant to the provisions of this section, and complies with all of the applicable provisions of this title; and is consistent with the goals, policies, and objectives of the Highland General Plan, and the applicable development policies and standards of the city.

      Response: The project is located within the Business Park (BP) land use designation, and proposes to construct a drive-thru carwash and vehicle vacuuming area on a vacant 0.42 acre parcel. There is appropriate street frontage, setbacks from the right-of-way line along Palm Avenue, distances from the property lines, and onsite amenities that satisfy the site development standards for Vehicle Washing Stations per Section 16.44.240 of the Highland Municipal Code.There is adequate access and parking onsite for the proposed project. The use of this property as a drive-thru carwash with vehicle vacuuming stations is permitted in the Business Park (BP) zone, subject to the approval of a Conditional Use Permit.

   b. The proposed use would not impair the integrity and character of the district in which it is to be established or located.

Response: The establishment of a drive-thru carwash with seven (7) vacuum stations in this portion of the city will not impair the integrity and/or character of the district or its surroundings. The proposed use is appropriate in nature and in keeping with the development standards of the Business Park (BP) zoning classification. Providing a drive-thru carwash with seven (7) vacuum stations on a propoerty that is currently vacant and undeveloped is not anticipated to negatively affect surrounding businesses or non-conforming residences, as there are uses with similar vehicular traffic nearby, such as the Environmental Services Center across Palm Avenue and the ARCO Gas Station at the Palm Avenue and 5th Street intersection. Therefore, no significant impacts to the existing quality of the site or its surroundings would occur as a result of the project.

c. The site is suitable for the type and intensity of use or development which is proposed.

Response: The project is suitable and permitted within the Business Park (BP) zone, and proposes to open a drive-thru carwash with seven (7) vacuum stations on a vacant, undeveloped parcel. The carwash is to be fully automated with an enclosed building that houses a washing station and drying section. There will be a full-time attendant onsite who will strictly oversee operations to ensure that all machinery is functioning properly and arrange for maintenance and repairs when necessary. The proposed hours of operation for the facility will be 7:00am to 8:00pm from April to September and 8:00am to 6:00pm from October to February. The ten (10) proposed parking spaces on the site have been arranged in a double loaded aisle formation. Along the southern border, there are five (5) stalls that are fully dedicated to vehicle vacuuming with an additional two (2) stall along the northern border. With a requirement of three (3) dedicated parking spaces per vehicular washing stall, the three (3) remaining spaces along the northern border satisfies the parking requirement for the site.

d. There are adequate provisions for water, sanitation, and public utilities and services to ensure public health and safety.

Response: The project site will be served by water, sewer, public utilities and by the City of Highland Fire and Police Departments. There are adequate provisions for water, sanitation, and public utilities and services to ensure public health and safety.

e. The proposed use will not be detrimental to the public health, safety, or welfare, or materially injurious to properties and improvements in the vicinity.

Response: A a drive-thru carwash with seven (7) vacuum stations in this portion of the city will not be detrimental to the public health, safety, or

welfare, or materially injurious to properties and improvements in the vicinity. Adequate paving and landscaping has been proposed and appropriate parking availability has been exhibited by the site plans. The conditions of approval have been provided to ensure compliance with applicable development policies and standards within the city.

f. The proposed use would not result in a significant effect on the environment.

Response: The proposed a drive-thru carwash with seven (7) vacuum stations is not expected to have a significant impact on the environment. Per CEQA Guidelines, this project is Categorically Exempt from environmental proceedings pursuant to Section 15301, Class 32, In-Fill Developments, of the California Environmental Quality Act (CEQA) Guidelines, since:

(a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.

(b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses.

(c) The project site has no value as habitat for endangered, rare or threatened species.

(d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.

(e) The site can be adequately served by all required utilities and public services.

4. Based on the Findings of Fact set forth above, the Planning Commission approves Conditional Use Permit (CUP 20-005) proposing the construction of a 1,811 square foot drive-thru carwash with seven (7) vacuum stations on a vacant 0.42 acre parcel approximately 250 feet south of the Palm Avenue and 5th Street intersection.

C. ADOPTION OF RESOLUTION.

The City Clerk shall certify to the adoption of this Resolution and shall cause the same to be published or posted in the manner prescribed by law.

Exhibit 1 attached provides the Conditions of Approval for the project.

PASSED, APPROVED and **ADOPTED** this 16th day of February, 2021.

ATTEST:

Randall Hamerly, Chairman
Planning Commission

Lawrence A. Mainez
Community Development Director

Exhibit 1:

Conditions of Approval

CITY OF HIGHLAND
PLANNING DIVISION CONDITIONS OF APPROVAL

Date:	February 16, 2021
Owner:	Ghulam Sarwar
Project No:	Conditional Use Permit (CUP 20-005)
Proposal:	Conditional Use Permit (CUP 20-005) to entitle the construction of a 1,811 square foot drive-thru carwash with seven (7) vacuum stations.
Location:	8054 Palm Ave Highland, CA 92346 A 0.42 acre parcel on the west side of Palm Avenue, approximately 250 feet south of the Palm Avenue and 5th Street intersection. Assessor's Parcel Number: 1192-641-03

PLANNING CONDITIONS

These conditions of approval represent the Planning Divisions conditions of approval and are meant to be one part of overall conditions of approval that may include, Engineering, Building and Safety, Fire Department, and other agency conditions of approval.

The conditions below are continuing conditions. Failure of the applicant and/or operator to comply with any or all said conditions at any time shall result in the revocation of this permit granted to use the subject property.

1. This Conditional Use Permit shall become null and void:
   a. Unless all conditions have been complied with and the occupancy or use of the land or structures authorized by this conditional use permit have occurred within thirty-six (36) months from the approval date of this conditional use permit, this conditional use permit shall expire and be null and void without further action by the City of Highland.

   b. Where circumstances beyond the control of the Applicant cause delays which do not permit compliance within the time limitation established in this Section, the Planning Commission may grant an extension of time for a period of time not to exceed an additional thirty-six (36) months. An application for an extension of time must be set forth in writing, stating the reasons for the extension, and must be filed with the Planning Division a minimum of thirty (30) calendar days prior to the expiration of the conditional use permit. Such application shall be filed together with the City's processing fee, as established by the City Council.

2. This Conditional Use Permit is for the construction of an 1,811 square foot drive-thru carwash with seven (7) vacuum stations on a 0.42 acre parcel.

a. The approval of the Conditional Use Permit is applicable to the proposed Site Plan for the property.

b. The approval of the carwash building is in regard to the size and shape of the structure. The specific design elements will be determined by the future tenant and will be finalized upon submittal of a Design Review Application at a later date.

3. All permanent parking areas shall be paved and permanently maintained with asphalt or concrete and designated with clearly painted lines. The number of parking spaces, including disabled parking, shall comply with the requirements of the City's Municipal Code. A minimum of three (3) dedicated parking stalls excluding the vehicle vacuum stations are required on-site (Parking Requirement = 3 space / vehicle wash station).

4. Landscape planting at frontage areas along Palm Avenue shall include plant massings in layers of at least three different shrub and groundcover species or as approved by the Planning Commission under a Design Review Application.

5. Fan Palms shall be installed with trunks skinned to a clear height of 8 feet minimum above finished grade or as approved by the Planning Commission under a Design Review Application.

6. Materials, textures, colors, and design of all walls shall be compatible with on-site development and adjacent properties as approved by the Planning Commission under a Design Review Application. No wall higher than three feet in height shall be constructed within five feet of a driveway entrance or vehicle access way which opens onto a street or alley. Walls shall be constructed so as to ensure a clear cross view of pedestrians on the sidewalk, alley, or elsewhere by motorists entering or exiting the parcel. (Line of sight triangle as approved by City Engineer).

7. The mechanical process of vehicle washing and drying shall take place entirely within the carwash building.

8. The three (3) designated exterior parking spaces shall be used for employee and customer parking only, and not for the storage of vehicles. Hand drying of vehicles is permissible by customers

9. The premises shall be kept in a neat and orderly condition at all times. No used or discarded automotive parts or equipment or permanently disabled vehicles may be stored onsite for longer than 72 hours.

10. Trash enclosure design shall be approved by the Planning Commission under a Design Review Application and screened on at least three sides from public view by a solid wall not less than five feet in height. Permanent opaque panel gates

shall be installed on all openings to the trash enclosure and meet the design criteria established by the City's Public Services Division.

a. All trash shall be deposited in the trash area and the gates leading thereto shall be maintained in working order and shall remain closed except when in use.

11. Obtain all required building/occupancy permits from the Highland Building and Safety Division.

12. The Applicant is responsible for implementing all conditions of approval to the satisfaction of the Community Development Director, City Engineer, Fire Department, and Police Department. Each condition of approval is separately enforced, and if one of the conditions of approval is found to be invalid by a court of law, all the other conditions shall remain valid and enforceable.

13. Revisions, modifications, and/or deletions to the approved plans shall be submitted to the Planning Division for review and approval. Revisions, modifications and/or deletions may require additional review by the Planning Commission.

14. In compliance with the Highland Municipal Code, the Applicant/Owner shall agree, at his/her sole cost and expense, to defend, indemnify, and hold harmless, the City, its officers, employees, agents, and consultants, from any claim, action, or proceeding brought by a third-party against the City, its officers, agents, and employees, which seeks to attack, set aside, challenge, void, or annul an approval of the City Council, Planning Commission, or other decision-making body, including staff, concerning this project. The City may, at its sole discretion, participate at its own expense in the defense of any such action but such participation shall not relieve the Applicant/Owner of his/her obligations under this condition.

15. The Applicant and Owner of the property shall submit to the Planning Division written evidence of agreement with all conditions of this approval before the approval becomes effective.

16. Prior to issuance of a certificate of occupancy and/or final inspection for the carwash facility by the City, all landscaping, irrigation or other construction approved by the Planning Commission under a Design Review Application and shown on the approved landscaping and irrigation plans, shall be installed and approved by the City's Landscape Architect.

17. All parking spaces shall be provided with nighttime security lighting. Lighting must be shielded and directed to reflect away from neighboring properties. Lighting shall not exceed 0.5 foot candles of illumination beyond the property boundary, as approved by the Planning Commission.

18. A land surveyor will need to be consulted with to determine the exact location of the property line.

19. The hours of operation for the facility will be 7:00am to 8:00pm from April to September and 8:00am to 6:00pm from October to March.

20. Prior to the issuance of a building or grading permit, the Applicant shall submit, and have approved, a Design Review Application for the Project's final site plan, building elevations, photometrics, perimeter wall, landscaping and related improvements.

21. The Applicant shall submit an Accessory Sign Review application prior to the issuance of a building permit.

Building and Safety Division Conditions of Approval

Date:	10-16-2020
Applicant:	Unknown
Site Location:	8054 Palm Ave.
Telephone:	Unknown
APN:	1192-641-03
CUP:	20-005

1. Please provide the following construction plans and documents listed below for review of the proposed project. The initial plan review time will take two weeks on most projects. The applicant will receive a plan review number at the time plans are submitted for Building & Safety's plan review. This plan review number is needed to obtain information regarding your project.

    (3) Architectural Plans
    (3) Structural Plans
    (2) Structural Calculations
    (3) Plot/Site Plans
    (3) Electrical Plans
    (3) Electrical Load Calculations
    (3) Plumbing Plans/Isometrics
    (3) Mechanical Plans
    (3) HVAC Duct Layout Plans
    (3) Roof and Floor Truss Plans
    (3) Title 24 Energy Calculations
    (2) Geology Report
    (2) Soils Report
    (3) Precise Grading Plans
    (3) Site Disabled Access Plan
    (3) Condition of Approval Packages
    (3) Temporary Fence Plan
    (1) Approved Health Department Plans
    (2) Commissioning Plan

2. All structures shall be designed in accordance with the current version of the California Building Codes, including the California Green Building Standards Code. Design all structures to comply with Seismic Design Category D, wind speed 96 MPH, at exposure "C", and Energy Climate Zone 10.

3. Building and Safety does not release the meter until final approvals are obtained from all agencies and departments. Policy 295.

4. It has come to the Cities attention that premature failures have occurred in copper piping when used within the City of Highland, particularly east of the Santa Ana river bed. Property Owners, Contractors and Developers are advised to analyze soil and water compositions when considering the type of pipe material to be utilized. City staff makes no recommendations on which Plumbing Code approved products or methods to utilize, this is the responsibility of the property owner or contractor.

5. The Developer/Owner is responsible for the coordination of releasing any Deferral of Development Impact Fees or Bonds after such fees have been paid. The Developer/Owner should be aware, once the deferral notice is sent to the San Bernardino County Recorder's Office; the release process takes two to three weeks. This process will delay final Certificates of Occupancy.

6. The Developer/Owner is responsible for the coordination of the final occupancy. The Developer/Owner shall request clearances from each department and/or agency at least two weeks prior to requesting a final building inspection from Building and Safety. Each agency shall sign the back of the Building and Safety Job Card and provide a copy of the signatures to Building and Safety at the time a final inspection is requested.

7. Prior to final inspection, provide Building & Safety with a flash disk of the approved plans and documents.

8. Final approvals from all applicable outside agencies and internal departments and divisions are required prior to Building and Safety permit final and occupancy approval.

9. Projects requiring County Health and/or San Bernardino Environmental Control, such as food services or interceptors, need to obtain those permits prior to building permit issuance.

10. Building and Safety inspection requests must be made by 4:00 pm on the previous City working day to receive a next day inspection. Please contact (909) 864-2136, Ext 228.

11. A security fence with screening shall protect all construction sites. The fencing and screening shall be maintained at all times to protect pedestrians.

12. Portable toilet facilities shall be provided for construction workers and such facilities shall be maintained in a sanitary condition. Construction toilet facilities of the non-sewer type shall conform to ANSI ZA.3.

13. All construction materials, which are not used, shall be recycled pursuant to the requirements set forth by Ordinance No. 269. Receipts from the recycle company responsible for picking up the materials shall be kept in the construction office. After the construction is complete and before final occupancy, the trash receipts shall be forwarded to the Planning Division.

14. Construction projects, requiring temporary electrical power, shall obtain an electrical permit from Building and Safety. No temporary electrical power will be granted to a project unless the following item is in place and approved by Building and Safety and the Planning Division.

    a) Installation of a construction trailer through the "Temporary Occupancy Permit", alternatively, a security fenced area where the electrical power will be located. Installation of construction/sales trailers must be located on private property. No trailers can be located in the street unless a permit from the Engineering Department is obtained.

15. Construction projects requiring fire permits must apply and submit fire plans prior to the issuance of the building permit, including fire sprinkler submittals. The Fire Marshal located at 27215 Base Line, Highland CA. Please contact the Fire Marshal for information on the design requirements. (909) 864-2136, ext. 248.

16. Prior to the issuance of Building Permits, onsite water service shall be installed and approved by the responsible agency. On site fire hydrants shall be approved by the Fire Department. No flammable materials will be allowed on the site until the fire hydrants are established and approved. No flammable construction materials shall be placed on the site without approvals by the Fire Department. All street and access roadways around the project shall be paved for emergency response vehicles before flammable materials are placed on the project.

17. Prior to issuance of permits, site-grading certifications and compaction reports shall be submitted to Building and Safety.

18. Separate permits are required for trash enclosures, accessory structures, site lighting, fencing and or walls

19. Prior to issuance of building permits, provide a receipt from the appropriate Unified School District stating that all school fees have been paid. (Redlands or San Bernardino Unified School Districts)

20. All construction projects shall comply with the NPDES Stormwater Best Management Program. Prior to building permit issuance submit copy of the Water Quality Management Program Report. (WQMP)

21. Site development and grading shall be designed to provide access to all entrances and exterior ground floor exits and access to normal paths of travel. The accessible route(s) of travel shall be the most practical direct route.

22. The City enforces the State of California provisions of the California Building Code disabled access requirements. The Federal Americans with Disabilities Act (ADA) standards may differ in some cases from the California State requirements, therefore it is the building owner's responsibility to be aware of those differences and comply accordingly.

Additional Comments Related to the Plans.

23. Please indicate Access aisle marking. "NO PARKING" shall be painted on the surface with each Access Aisle. 11B-502.3.3

24. New Projects with 10 or more vehicular parking spaces shall comply with the requirements for designated clean air vehicle/EVSC parking requirements CGBSC 2019 5.106.5

City of Highland, **FIRE PREVENTION DIVISION,** Conditions of Approval.

DATE : October 6, 2020

APPLICANT : Ghulam Sarwar

ADDRESS : 8054 Palm Avenue

SITE LOCATION: Drive Thru Carwash & Vacuum Station

FILE / INDEX No.: CUP 20-005

A tiered level of mitigation options has been developed and listed below are the systems and/or modifications required for your project. Compliance of the following items are a condition of **FINAL OCCUPANCY APPROVAL.** These conditions are required as acceptable solutions to the adverse fire conditions impacting firefighting and emergency operations accompanying the site/area. They will either assist in detection and extinguishment of the fire and/or facilitate the anticipated emergency operations.

This project is protected by the City of Highland Fire Department / Cal-Fire / California Department of Forestry and Fire Protection. Prior to any construction occurring on any parcel, the applicant shall contact the city of highland fire marshal office for verification of current fire protection development requirements. All new construction shall comply with the currently adopted California Fire Code and all applicable statutes, appendices, codes, ordinances, standards and policies of the City of Highland Fire Department/ Fire Prevention Division / Cal-Fire / California Department of Forestry and Fire Protection.

Fire Department Review of all projects is required.

ALL CONSTRUCTION (New and renovations to existing) SHALL COMPLY WITH THE CALIFORNIA FIRE CODE Along with amendments as adopted within the Highland Municipal Code (Ord. #411).

Note: All weather access roads (CFC) and fire hydrant/water system installations shall be in place, inspected and approved, **PRIOR** to combustible material being brought on site.

GENERAL.

1. **HF3:** A fuel break of one hundred (100) feet (brush and weed clearance) is required prior to construction. The clearance shall be maintained on a year-round basis. **CFC & HMC**

2. **HF31:** Approved fire hydrant pavement markers (blue dots) shall be installed at every hydrant.

3. **HF51:** The main electrical panel and all sub-panel(s) shall be labeled on inside cover for all circuits. **CEC**

4. **HF52:** Water heater (fuel fired), shall be properly vented to exterior of structure. Water heater shall be seismic strapped to wall and be located 18" above a garage floor. **CBC**

5. **HF55:** Commercial exit requirements:
   A. Required exit doors shall be maintained in an operable condition at all times
   B. Required exit doors shall swing outward and away in the direction of exit travel.
   C. Obstructions shall not be placed in the required width of an exit. Exits shall not be blocked or locked shut or obstructed in any manner during business hours.
   D. Exit paths shall be illuminated when structure is occupied.
   E. Exit path illumination shall be supplied from two (2) sources of power when occupant load is one hundred (100) persons or more.
   F. When exit way/exit pathway and/or exit doorway is not easily identified, additional exit signs shall be installed.

6. Exit signs shall be internally or externally illuminated by two lamps or shall be of the self-luminous type. **CFC; CBC**

7. **HF60:** Additional plans for access, fire safety systems, fire lanes and signage, gates, storage, or other special conditions may be requested for review, conditioning and approval by the fire marshal.

8. **HF56:** All flammable and combustible liquid storage and dispensing shall be in accordance with applicable sections of the **CFC, T-19** and city codes and ordinances.

9. **HF48:** A class "A" roof covering structure with "bird stops" shall be installed.

ACCESS:

10. **HF7:** Fire department **access** roads shall meet the fire dept. minimum unobstructed width of twenty (20) feet. (twenty-six (26) feet within FR-1&2 zones). **This standard shall not lessen other agency requirements.** Access roads shall be paved (asphalt/concrete) and in place **prior** to delivery of combustible building materials on site. Roads shall be designed and constructed to meet adopted city standards. **CFC**

11. **HF8:** All access roads, public, private streets and residential driveways shall maintain a minimum vertical clearance of thirteen (13) feet-six (6) inches. **CFC**

12. **HF11:** Fire department access roadway(s) and/or public/private street(s) exceeding one hundred fifty (150) feet in length shall provide an approved turn-around at the terminus (**cul-de-sac**). Minimum radius shall be **not less than forty (40)** feet. Or as approved by the fire marshal. Cul-de-sacs providing access to perimeter emergency access roads shall have a minimum radius of forty four (44) feet. **CFC / APPENDIX D, SBCO TRANSPORTATION STD**

13. **HF12:** Fire department access roadway(s); public/private street(s) and driveways shall not exceed 12% grade. **CBC / APPENDIX D, HMC**

14. **HF13:** Fire department access roadway(s); shall extend to within one hundred fifty (150) feet of and shall give reasonable access to all portions of the exterior walls of the first story of any building.
    An access road, approved by the fire dept., shall be provided to within fifty (50) feet of all structures when the natural grade between access road and structure is in excess of 30%.
    Where an approved access road cannot be provided, a fire protection system shall be required and approved by the fire department. **CFC**

15. **HF15:** "Phased" projects may be required to provide a minimum of two (2) remote points of approved access during construction. A secondary access, for fire and other emergency equipment and for routes of escape, which will safely handle evacuations. **CFC - APPENDIX D**

16. **HF24:** "NO PARKING – FIRE LANE" signs shall be posted at locations designated by fire marshal. Fire lane curbs shall be painted red, with white letters stating, "NO PARKING – FIRE LANE" on top, not face. **CFC - APPENDIX D**

17. **HF54:** commercial and industrial structures-occupancies and gated complexes shall have a "**KNOX BOX**" system installed on the exterior of the building(s) or complex. location of device to be determined by the fire department. The box shall contain keys necessary to gain access and may contain pre-plans and MSDS information as required by the fire department. New and existing multi-tenant

commercial buildings shall provide a 'KNOX' box large enough to contain keys to access each individual tenant space. Installation location(s) to be determined by the fire marshal. The box shall contain clearly marked keys to each tenant space or other areas as determined by the fire marshal. **CFC**

18. **HF61:** Aerial fire apparatus access roads. **Where required:** buildings or facilities **exceeding 30-feet** in height above the lowest level of fire dept. Vehicle access shall be provided access roads capable of accommodating aerial apparatus. **Width:** aerial apparatus access roads shall provide a minimum unobstructed width of **26-feet** in the immediate vicinity of any building exceeding 30-feet in height. **Proximity to buildings:** aerial apparatus access roads shall be located a minimum of 15-feet to a maximum of 30-feet from the building, and shall be positioned parallel to one entire side of the structure, as approved by the fire code official. **CFC APPENDIX D**

WATER:

19. **HF25:** Minimum required fire flow, shall be determined by Appendix 'B' of the currently adopted California Fire Code.
System shall be looped with minimum eight (8) inch mains; six (6) inch laterals, six (6) inch risers; six (6) inch dia. Hydrants with two 2 ½" outlet(s) and one 4" outlet.

CFC APPENDIX B AND C

Note: Hydrants shall meet EVWD standards.

20. **HF29:** Fire hydrant spacing shall be:
Commercial retail: Per CFC Chapter 5 and Appendix C
CFC / APPENDIX B AND C.

Note: Existing fire hydrants (off-site) can be included if they meet spacing requirements. Hydrants shall not be located at the 'bulb' end of cul-de-sacs.

21. **HF26:** Three sets of water delivery system plans, designed to meet the required fire flow for this project and/or development, shall be submitted to the fire department for review and approval. **CFC**

22. **HF27:** Applicant-developer shall provide a letter from the water company serving the project-development, verifying financial arrangements have been made and bonded for the required water improvements. **CFC**

ADDRESSING – IDENTIFICATION:

23. **HF21:** **Commercial** and **multi-family residential** address numbers shall be displayed on all **new and existing** structures in such a manner as to be plainly visible and legible from the access roadway or street. Numerals shall be of a contrasting color to the building and electrically illuminated.
Minimum size of the numerals shall be **8"** height, 3/4" stroke, or as approved by the fire marshal.
Industrial occupancies shall have address numbers of 12" height, 1" stroke and shall be electrically illuminated so as to be visible and legible from access roadway or street.
Note: Depending on height and setback of a building, larger numerals may be required and at additional locations on the building, as determined by a case-by-case review.
HMC

24. **HF22:** Commercial-retail structures with rear access shall display address numbers on rear entry doorways, **4"** in height, 1/2" stroke, on contrasting background. **CFC**

FIRE PROTECTION & ALARM SYSTEMS:

25. **HF36:** If automatic fire sprinklers are required to be installed according to **NFPA 13** and fire dept. requirements. Submit three **(3)** sets of shop plans with material cut sheets and hydraulic calculations, indicating the type of occupancy, type of materials to be stored (if any), for fire dept. review and approval prior to any installation. Submit copy of California C-16 license. **CFC; CBC; HMC**

26. **HF37:** Automatic fire sprinkler control devices (P.I.V & O.S.&Y.) Shall be visible from fire dept. access roadway, and identify system being controlled and address of structure.
Fire Dept. Connection (FDC) shall be located no closer than forty (40) feet and not to exceed one hundred fifty (150) from structure. Required fire hydrant shall have a maximum distance from FDC of thirty (30) feet. FDC shall identify address and system of structure being protected. **CFC**

27. **HF41:** A minimum of one 2A-10BC fire extinguisher shall be installed for each 3,000 sq.ft. of floor area. Travel distance to any one fire extinguisher shall not exceed 75 feet. Additional fire extinguishers, size and class to be determined by fire department, may be required. Fire extinguishers shall be serviced bi-annually and shall have a current State Fire Marshall service tag attached. Fire extinguishers are to be serviced every two years and inspected & tagged every year. **CFC; NFPA**

28. **HF43:** If required, an automatic fire detection and alarm system meeting the requirements of CFC 907, CBC and NFPA 72 shall be installed. Three (3) sets of shop plans with material cut sheets and calculations shall be submitted to the fire department for review and approval prior to installation. **CFC; CBC; NFPA**

29. **HF60:** California Fire Code, **FIRE SAFETY DURING CONSTRUCTION AND DEMOLITION**, shall apply to this project. It is the responsibility of the project manager to meet with the fire marshal to discuss requirements specific to this project.

30. **HF61**: **TENANT IMPROVEMENT**. Review the 'tenant improvement information' handout. If any of the items listed apply to this project, they must be included in the 'fire department notes' section on the plan.

31. **HF62**: Additional plans for access, fire safety systems, storage or other special condition may be requested for review, conditioning and approval by the fire marshal.

32. **HF63**: Submit to fire marshal's office: **one copy** of building and/or structure plans for fire department review.

Craig Sanchez, Fire Marshal
City of Highland Fire Prevention
(909) 864-8732 x 248

City of Highland

Engineering Department
Conditions of Approval
CUP 20-005
8054 Palm Avenue

A –
B – Required Prior to Building Permit/Construction
C – Required Prior to Occupancy
D – Ongoing
E – Required Prior to Grading Permit
* – Non-Standard Conditions

GRADING/ EROSION CONTROL

E 1. Submit a preliminary soils report, prepared by a licensed Geotechnical Engineer, for review and approval by the City Engineer. Comply with the recommendations contained in the report and any amendments thereto as approved by the City Engineer.

E 2. Submit rough and/or precise grading plans to the City Engineer for review and approval. Comply with the City of Highland grading standards as shown on the Grading Plan Checklist.

E 3. Design grading and on-site improvements to drain the entire site to the proposed underground infiltration basins. Construct a curb outlet structure at the southwest corner of the site to convey storm flows in excess of the capacity of the underground infiltration basins to Fifth Street.

E 4. Submit structural design and location for any required retaining walls for review and approval by the City Engineer. Install concrete v-ditches at the back of retaining walls in accordance with the Grading Plan Checklist.

E 5. The grading and landscaping plans must comply with the City's clear sight triangle criteria at public street intersections and at private driveways. Walls, fencing, monument signs, slope, and landscaping, within the clear sight triangle, must not exceed thirty inches in height measured from the flowline of the street, unless a sight distance analysis that demonstrates sight distance is adequately maintained is submitted to and approved by the City Engineer.

E 6. Submit an erosion control plan to minimize potential increases in erosion and sediment transport during construction activity for City Engineer approval. Place erosion control measures during or after grading work as required by the City Engineer.

E 7. Design short term erosion control in accordance with Best Management Practices such as, silt fencing to control the site perimeter, and straw bale barriers, sand bag barriers, rock filters or sediment basins to control internal erosion, or other methods to stabilize disturbed areas, as approved by the City Engineer.

D 8. Implement dust control measures during construction activities including, but not limited to, daily watering of construction area as frequently as necessary during active and inactive periods, utilizing soil emulsions, limiting construction vehicle speed to 15 miles per hour, stabilizing construction entrances to prevent trackout of sediments, and street sweeping.

B 9. Submit original wet signed and stamped rough grading certifications from the soils engineer and the grading engineer, along with compaction reports, to the City Engineer.

C 10. Submit original wet signed and stamped final grading certification from the grading engineer, to the City Engineer.

STREET IMPROVEMENTS

C* 11. Remove the existing sidewalk and curb and gutter on Palm Avenue necessary to construct new driveway approach at the project entrance per City Standard 212. Remove the existing driveway approach that will not be used and construct curb and gutter and a 6-foot curb adjacent sidewalk.

C 12. Install traffic control signs and pavement markings with locations and types as approved by the City Engineer.

E 13. Design public improvements including sidewalk, drive approaches, and access ramps in accordance with all requirements of the State of California Accessibility Standards, Title 24 California Administrative Code. Truncated domes shall be dark gray Armor-Tile Cast in Place System manufactured by Engineered Plastics, Inc.

WATER QUALITY/DRAINAGE

E 14. Obtain approval by the City Engineer of a Final Water Quality Management Plan (F-WQMP), prepared in accordance with the City's National Pollutant Discharge Elimination System (NPDES) permit requirements in effect at the time the Preliminary Water Quality Management Plan was approved unless subsequent City NPDES permits require otherwise. The F-WQMP shall (1) be prepared, signed, and sealed by a licensed Civil Engineer, (2) include Site Design Low Impact Development and Source Control Best Management Practices (BMPs) appropriate for commercial development, (3) include a BMP implementation, operation, and funding mechanism, and (4) be certified by the property owner. The property owner shall also enter into a Stormwater BMP Transfer, Access, and Maintenance Agreement with the City on the City form. Include a copy of the recorded agreement in the F-WQMP. Construct BMPs in accordance with the approved F-WQMP.

E 15. Submit two (2) sets of WQMP BMP Exhibits with a "WQMP BMP As-Built Certificate" wet signed and sealed by the Engineer of Record. The Certificate shall state:

"I hereby certify that the Water Quality Management Plan Best Management Practices have been constructed under my supervision in accordance with the approved plans and are functional to the best of my knowledge."

E 16. Prepare and submit a hydrology study to determine storm runoff quantities generated by the site. Construct on-site features to drain the site, via gravity flow, discharging to Palm Avenue post water quality treatment via an undersidewalk drain. Include hydraulic calculations to determine the size, locations and type of all drainage pipes, inlets, and catch basins.

E 17. Construct street and on-site grading in a manner that perpetuates the existing natural drainage patterns with respect to tributary drainage areas, outlet points, and outlet conditions (including volume, rate, frequency, and duration of flow), where feasible. Demonstrate adequate drainage away from proposed building.

MAP/DEDICATION/ANNEXATION

C* 18. Dedicate a landscape easement across the Palm Avenue frontage as approved by the City Engineer.

C* 19. Apply to the City to annex the project into the City's Consolidated Landscape and Lighting District (LMD) for potential City maintenance of parkway and frontage landscaping along Palm Avenue and Fifth Street. Sign a ballot prepared by the City agreeing to the annexation and amount of assessment, which will include a one-time assessment to install a water meter, an electric meter and pedestal, a backflow device and enclosure, a controller and pedestal, and an ongoing assessment for maintenance of parkway and frontage landscaping. Parkway and frontage landscaping shall be maintained by the property owner. The City will maintain the

parkway and frontage landscaping utilizing LMD revenue only if the City determines that adequate maintenance is not being provided by the property owner.

B* 20. Dedicate to the City, via a separate instrument, public right-of-way to provide a 52-foot half-width public street across the Palm Avenue frontage. Dedicate to the City, via a separate instrument, a 4.5' wide sidewalk easement as per City Standard 212.

FEES/PERMITS

D 21. Pay appropriate engineering fees for assessment district annexation, plan check, hydrology study review, water quality management plan review, retaining wall calculation review, on-site and off-site inspection, utility excavation permits, GIS map plan update, microfilming and storage of maps and plans, and other required fees.

E 22. Post a deposit for erosion control based on an estimate of the cost to perform the erosion control work prepared by the project engineer as approved by the City Engineer. The deposit shall not be released prior to completion of all on-site construction.

B 23. Obtain a permit from engineering prior to any on-site construction or construction within the City's right-of-way.

UTILITIES/CONSTRUCTION

C 24. Provide each building within the project with **necessary** underground wet and dry utility services including water, sanitary sewers, gas, electric, telephone, internet, and cable TV.

C 25. Install electric burd transformers, and telephone, cable television, and internet enclosures underground whenever the underground installation is an available option offered by the utility companies. If the underground installation is not an available option and utility enclosures must be installed above ground, install the above-ground utility enclosures and any flush mount utility enclosures at locations where construction of retaining walls will not be necessary for compliance with the setback requirements of the utility companies.

D 26. Install construction fencing and screening in accordance with Building and Safety Division Policy 335.

C 27. Reconstruct public improvements damaged or removed during construction and/or installation of underground utilities, as approved by the City Engineer. Construct pavement repair, which may include A.C. overlay, T-cut trench repair and/or slurry seal, across all or a portion of damaged pavement as determined by the City Engineer.

B 28. Destroy any abandoned wells on the property or similar structures that might result in contamination of underground waters in a manner approved by the City Engineer.

C 29. Submit "Record Revisions" to construction plans which reflect the improvements as constructed, and any changes made during construction of public improvements such as streets, storm drains, parks, trails, public landscaping, etc. Provide original mylars and AutoCAD files.

D 30. Comply with the City's Public Works Policies, Procedures and Standards prevailing at the time of permit issuance.

C 31. Construct handicap-accessible trash enclosure with a solid roof per City Standard 700.

C 32. Coordinate, and where necessary, pay for the relocation of any existing public utilities, as necessary.

C 33. Provide utility services to the proposed building, including sanitary sewers, water, electric, cable, internet, gas, and telephone. All onsite utilities are to be underground.

E 34. Plot all easements on grading plan and note disposition of any existing utilities, appurtenances, fences, and access roads.

E 35. At the time of formal development application, provide a preliminary title report for the subject site.

E* 36. Obtain written permission from adjoining property owner(s), prior to start of any grading, removal or construction work located within the affected properties.

STATE OF CALIFORNIA)

COUNTY OF SAN BERNARDINO)

CITY OF HIGHLAND)

I, Camille Goritz, Administrative Assistant III of the City of Highland, California, do hereby certify Resolution No. 2021-003 was duly and regularly adopted by the Planning Commission of the City of Highland, California, at a regular meeting thereof held on the 16th day of February, 2021, by the following vote:

AYES: Amaya, Hamerly, Miller, Sutorus, Thomas

NOES:

ABSTAIN:

ABSENT:

Camille Goritz, Administrative Assistant III

Attachment 2:

Planning Commission Minutes

from February 16, 2021

MINUTES
PLANNING COMMISSION REGULAR MEETING
February 16, 2021 – 6:00 P.M.

This meeting was conducted as a video conference meeting in a remote location. All votes during the meeting were conducted by roll call.

CALL TO ORDER

The regular meeting of the Planning Commission of the City of Highland was called to order at 6:01 p.m. by Chair Hamerly through video conference.

Present:	Chair	Randall Hamerly
	Vice Chair	Chandra Thomas
	Commissioner	Edward Amaya
	Commissioner	Jarrod Miller
	Commissioner	Jessica Sutorus

Staff Present: Lawrence Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Salvador Quintanilla, Associate Planner
Matt Bennett, Assistant Public Works Director
Matt Wirz, Building Official
Camille Goritz, Administrative Assistant III

The Pledge of Allegiance was led by Chair Hamerly.

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

None

CONSENT CALENDAR

1. Minutes from the January 19, 2021 Regular Meeting.

A MOTION was made by Commissioner Miller, seconded by Commissioner Sutorus, to approve the minutes as amended. Motion carried on a roll call vote, 5-0.

PUBLIC HEARING

2. Street Names for Tentative Tract Map No. 18893 (TTM14-002)

Chair Hamerly opened the public hearing.

Commissioner Miller abstained from this project and left the video conference meeting.

Associate Planner Syed presented the staff report.

Chair Hamerly asked if these names are under consideration for this track or for information purposes?

Associate Planner Syed stated it is for informational purposes.

Commissioner Amaya asked if the developer picked the names or was it the street naming committee?

Associate Planner Syed replied it was the developer.

Chair Hamerly stated depending on which map you are looking at Sanremo is sometimes one word or two separate words.

Associate Planner Syed replied when I spoke to the applicant and from the list they provided me was one word.

Assistant Community Development Director Stater stated over the years the city developed names with our Street Naming Committee with advice from Historic Board, Chamber of Commerce, and other organizations. This list was developed and provided to each developer as they select names. Mediterra did select something that is in keeping with the theme or they may select from this list.

Commissioner Sutorus stated I think the names are very nice and appropriate for the development.

Chair Hamerly stated all the street names on the list are Mediterranean names except for the main road that runs through the entire project, Avenida Ramblas.

Camille Bahri, Applicant stated the reason why the street names for the Mediterra project were proposed.

Chair Hamerly closed the public hearing.

A MOTION was made by Commissioner Amaya, seconded by Vice Chair Thomas, to approve the proposed street names for Tentative Tract Map No. 18893.

Motion carried on a roll call vote, 4-0-1.

3. Conditional Use Permit (CUP 20-005) to entitle the construction of a 1,811 square foot drive-thru carwash with seven (7) vacuum stations. (8054 Palm Ave)

Chair Hamerly opened the public hearing.

Associate Planner Syed presented the staff report.

Chair Hamerly asked will driver remain in their vehicle for this car wash, correct?

Associate Planner Syed replied correct.

Chair Hamerly asked does the city storm drain system now extend past this site on Palm Avenue?

Assistant Public Works Director Bennett stated that is correct. I am looking at the site plan and identified the storm drain manhole out in front. It would require reaching out if there is connection to the storm drain, but it is in Palm Avenue between 3rd and 5th street.

Chair Hamerly stated I just remembered in years past that interception was a flood hazard any time it rained.

Assistant Public Works Director Bennett stated the pending project that is going to develop the dedicated right is going to do some drainage modifications and tie in and reduce the drainage at Palm Avenue, 3rd, and 5th Street. The project is projected to start in September 2021.

Commissioner Miller asked I want to confirm it will be a recycle system that will take the water, recycle it, filter it, reuse it, continuously as opposed to using virgin clean water continuously?

Bernie Mayer, Engineer for the Applicant stated yes. The preliminary plans that we have looked at is certainly recycled water. It would have a filtration system and the capability to use the recycled water.

Chair Hamerly asked if they would use biodegradable materials and non-foaming agents for the car wash cleaning?

Bernie Mayer replied I have not got into that much detail yet, but yes. I think environmentally that is being used now for car wash facilities.

Chair Hamerly asked questions regarding the Planning Condition number 9.

Associate Planner Syed stated that is a development standard for vehicle repair/maintenance facilities which is what the development standards for a car wash were going to go by.

Chair Hamerly asked if cable television was a requirement?

Assistant Public Works Director Bennett stated I would not say it seems to be a requirement for a car wash.

Chair Hamerly asked so is that a boilerplate condition if any of those are provided, they need to be underground?

Assistant Public Works Director Bennett stated that is the intent.

Chair Hamerly closed the public hearing.

A MOTION was made by Commissioner Sutorus, seconded by Commissioner Miller, to approve:

1. Adopt Resolution No. 2021 – 003, approving Conditional Use Permit (CUP 20-005) for the construction of a drive-thru carwash with seven (7) vacuum stations.

2. Direct staff to file a Notice of Exemption with the County Clerk of the Board of Supervisors.

Motion carried on a roll call vote, 5-0.

RESOLUTION NO. 2021 - 003

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING A CONDITIONAL USE PERMIT (CUP 20-005) TO ENTITLE THE CONSTRUCTION OF A 1,811 SQUARE FOOT DRIVE-THRU CARWASH WITH SEVEN (7) VACUUM STATIONS ON A VACANT 0.42 ACRE PARCEL ON THE WEST SIDE OF PALM AVENUE, APPROXIMATELY 250 FEET SOUTH OF THE PALM AVENUE AND 5TH STREET INTERSECTION. ASSESSOR'S PARCEL NUMBER: 1192-641-03.

ANNOUNCEMENTS

Community Development Director Mainez announced the next Planning Commission meeting is scheduled March 2, 2021 at 6:00 p.m.

Chair Hamerly congratulated Scott Rice on his promotion.

ADJOURN

There being no further business, Chair Hamerly declared the meeting adjourned at 6:54 p.m.

Submitted by:

Camille Goritz, Administrative Assistant III
Community Development Department

Approved by:

Randall Hamerly, Chair
Planning Commission

Attachment 3:

Resolution No. 2021 – ____ for

Design Review Application (DRA 20-010)

RESOLUTION NO. 2021 - ____

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING A DESIGN REVIEW APPLICATION (DRA 20-010) FOR A 2,046 SQUARE FOOT DRIVE-THRU CARWASH WITH NINE (9) VACUUM STATIONS ON A VACANT 0.42 ACRE PARCEL ON THE WEST SIDE OF PALM AVENUE, APPROXIMATELY 250 FEET SOUTH OF THE PALM AVENUE AND 5TH STREET INTERSECTION. ASSESSOR'S PARCEL NUMBER: 1192-641-03.

OWNER / APPLICANT: GHULAM SARWAR

A. RECITALS

1. On April 6, 2021, the Applicant filed an application with the City of Highland for a Design Review Application (DRA 20-010) for a 2,046 square foot drive-thru carwash with nine (9) vacuum stations on a vacant 0.42 acre parcel on the west side of Palm Avenue, approximately 250 feet south of the Palm Avenue and 5th Street intersection.

2. On June 1, 2021, the Planning Commission of the City of Highland conducted a public hearing on the subject Application and concluded the hearing on that date.

3. All legal prerequisites to the adoption of this Resolution have occurred.

4. Pursuant to CEQA, project is Categorically Exempt from environmental proceedings pursuant to Section 15301, Class 32, In-Fill Developments, of the California Environmental Quality Act (CEQA) Guidelines.

B. RESOLUTION

NOW THEREFORE, it is hereby found, determined and resolved by the Planning Commission of the City of Highland as follows:

1. The Planning Commission finds that all of the facts set forth in the Recitals, Part "A" of this Resolution, are true and correct.

2. The City of Highland Planning Commission after due consideration, inspection, investigation and study made by itself and on its behalf, and after due consideration of all evidence and reports offered at said hearing, including the staff report to the Planning Commission dated June 1, 2021, which is incorporated herein by this reference, does find and determine the following facts:

a. All necessary public meetings and opportunities for public testimony and comment have been conducted in compliance with State Law and the Municipal Code of the City of Highland.

3. Findings of Fact Design Review Application (DRA 20-010):

a. That the proposed project is consistent with the general plan or specific plan.

Response: The proposal includes components of a Design Review Application; a Site Plan, a Landscape Plan, and Building Elevations. The project is located within the Business Park (BP) land use designation. There is appropriate street frontage, setbacks from the right-of-way lines for the adjacent roadway, and onsite amenities that satisfy the site development standards for Vehicle Repair Facilities, per Section 16.44.240 of the Highland Municipal Code. The site was previously approved by the Planning Commission for a drive-thru carwash with self-operated vacuum stations on February 16, 2021, subject to Conditional Use Permit (CUP 20-005).

b. That the proposed use is in accordance with the objectives of this title, and the purposes of the land use district in which the site is located.

Response: The proposed use is appropriate in nature and in keeping with the development standards of the Business Park (BP) classification. The site features ingress and egress to both northbound and southbound along Palm Avenue. Further, the proposed colors on the existing building are warm earth tones that complement the surrounding vicinity. Additionally, the landscape buffer along the street and in front of the carwash building are consistent with the landscape requirements for such a project.

c. That the proposed use is in compliance with city design and landscape standards and criteria.

Response: Due to the size of the lot, placement of the proposed carwash building, and location of the vacuum stations, there is not adequate space for an uninterrupted twenty (20) feet of landscaping at the front (east side) of the property along Palm Avenue. The Applicant has instead proposed ten (10) feet of landscaping from the property line to the first vacuum stall and an additional ten (10) feet of landscaping between the parking area and the front of the carwash building, as permitted by the Municipal Code. Along the southern side of the property, the Applicant has provided a twenty (20) foot fully landscaped setback area just south of the carwash building and seven (7) vehicle spaces for vacuuming and employee/customer parking along the remaining portion. Along the northern side of the property, the applicant has provided a twenty (20) foot setback

area that features another five (5) vehicle spaces, supplemental landscaping, and pay station/drive aisle for the carwash. Lastly, the rear portion (west side) of the property features a twenty (20) foot setback area that includes the required landscaping and accommodates the drive aisle leading into the carwash building. The proposed design for lot coverage and landscaping has satisfied the requirements per the Municipal Code.

d. That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare or will not be materially injurious to properties or improvements in the vicinity of the site.

Response: The proposed project design will not be detrimental to the public health, safety, or welfare, or materially injurious to properties and improvements in the vicinity. Adequate onsite landscaping and parking availability has been exhibited on the proposed site plans. The conditions of approval have been provided to ensure compliance with applicable development policies and standards within the city.

4. Based on the Findings of Fact set forth above, the Planning Commission approves Design Review Application (DRA 21-010) proposing the construction of a 2,046 square foot drive-thru carwash with nine (9) vacuum stations on a vacant 0.42 acre parcel approximately 250 feet south of the Palm Avenue and 5th Street intersection.

C. ADOPTION OF RESOLUTION.

The City Clerk shall certify to the adoption of this Resolution and shall cause the same to be published or posted in the manner prescribed by law.

Exhibit 1 attached provides the Conditions of Approval for the project.

PASSED, **APPROVED,** and **ADOPTED** this 1st day of June, 2021.

ATTEST:

Randall Hamerly, Chairman
Planning Commission

Lawrence A. Mainez
Community Development Director

Exhibit 1:

Conditions of Approval

CITY OF HIGHLAND
PLANNING DIVISION CONDITIONS OF APPROVAL

Date: June 1, 2021

Applicant: Ghulam Sarwar

Project No: Design Review Application (DRA 20-010)

Proposal: Design Review Application for a 2,046 square foot drive-thru carwash with nine (9) vacuum stations, including a Site Plan, Landscape Plan, and Building Elevations.

Location: 8054 Palm Ave Highland, CA 92346
A 0.42 acre parcel on the west side of Palm Avenue, approximately 250 feet south of the Palm Avenue and 5th Street intersection. Assessor's Parcel Number: 1192-641-03

PLANNING CONDITIONS

These conditions of approval represent the Planning Divisions conditions of approval and are meant to be one part of overall conditions of approval that may include, Engineering, Building and Safety, Fire Department, and other agency conditions of approval.

The conditions below are continuing conditions. Failure of the applicant and/or operator to comply with any or all said conditions at any time shall result in the revocation of this permit granted to use the subject property.

1. This Design Review Application shall become null and void:

    a. Unless all conditions have been complied with and the occupancy or use of the land or structures authorized by this Design Review Application have occurred within thirty-six (36) months from the approval date of this Design Review Application, this Design Review Application shall expire and be null and void without further action by the City of Highland.

    b. Where circumstances beyond the control of the Applicant cause delays which do not permit compliance within the time limitation established in this Section, the Planning Commission may grant an extension of time for a period of time not to exceed an additional thirty-six (36) months. An application for an extension of time must be set forth in writing, stating the reasons for the extension, and must be filed with the Planning Division a minimum of thirty (30) calendar days prior to the expiration of the Design Review Application. Such application shall be filed together with the City's processing fee, as established by the City Council.

2. This Design Review Application is for the Site Plan, Landscape Plan, and Elevations for the construction of a 2,046 square foot drive-thru carwash with nine (9) vacuum stations on a 0.42 acre parcel.

    a. The approval of the Design Review Application is applicable to the proposed use, Site Plan, Landscape Plan, and design features proposed on the carwash building.

3. All permanent parking areas shall be paved and permanently maintained with asphalt or concrete and designated with clearly painted lines. The number of parking spaces, including disabled parking, shall comply with the requirements of the City's Municipal Code. A minimum of three (3) dedicated parking stalls excluding the vehicle vacuum stations are required on-site (Parking Requirement = 3 space / vehicle wash station).

4. Landscape planting at frontage areas along Palm Avenue shall include plant massings in layers of at least three different shrub and groundcover species or as approved by the Planning Commission under a Design Review Application.

5. Fan Palms shall be installed with trunks skinned to a clear height of 8 feet minimum above finished grade or as approved by the Planning Commission under a Design Review Application.

6. Materials, textures, colors, and design of all walls shall be compatible with on-site development and adjacent properties as approved by the Planning Commission under a Design Review Application.

7. The mechanical process of vehicle washing and drying shall take place entirely within the carwash building.

8. The three (3) designated exterior parking spaces shall be used for employee and customer parking only, and not for the storage of vehicles. Hand drying of vehicles is permissible by customers

9. The premises shall be kept in a neat and orderly condition at all times. No used or discarded automotive parts or equipment or permanently disabled vehicles may be stored onsite for longer than 72 hours.

10. Trash enclosure shall screened on at least three sides from public view by a solid wall not less than five feet in height. Permanent opaque panel gates shall be installed on all openings to the trash enclosure and meet the design criteria established by the City's Public Services Division.

    a. All trash shall be deposited in the trash area and the gates leading thereto shall be maintained in working order and shall remain closed except when in use.

11. Obtain all required building/occupancy permits from the Highland Building and Safety Division.

12. The Applicant is responsible for implementing all conditions of approval to the satisfaction of the Community Development Director, City Engineer, Fire Department, and Police Department. Each condition of approval is separately enforced, and if one of the conditions of approval is found to be invalid by a court of law, all the other conditions shall remain valid and enforceable.

13. Revisions, modifications, and/or deletions to the approved plans shall be submitted to the Planning Division for review and approval. Revisions, modifications and/or deletions may require additional review by the Planning Commission.

14. In compliance with the Highland Municipal Code, the Applicant/Owner shall agree, at his/her sole cost and expense, to defend, indemnify, and hold harmless, the City, its officers, employees, agents, and consultants, from any claim, action, or proceeding brought by a third-party against the City, its officers, agents, and employees, which seeks to attack, set aside, challenge, void, or annul an approval of the City Council, Planning Commission, or other decision-making body, including staff, concerning this project. The City may participate at its own expense in the defense of any such action but such participation shall not relieve the Applicant/Owner of his/her obligations under this condition.

15. The Applicant and Owner of the property shall submit to the Planning Division written evidence of agreement with all conditions of this approval before the approval becomes effective.

16. Prior to issuance of a certificate of occupancy and/or final inspection for the carwash facility by the City, all landscaping, irrigation or other construction approved by the Planning Commission under a Design Review Application and shown on the approved landscaping and irrigation plans, shall be installed and approved by the City's Landscape Architect.

17. All parking spaces shall be provided with nighttime security lighting. Lighting must be shielded and directed to reflect away from neighboring properties. Lighting shall not exceed 0.5 foot candles of illumination beyond the property boundary, as approved by the Planning Commission.

18. A land surveyor will need to be consulted with to determine the exact location of the property line.

19. The hours of operation for the facility will be 7:00am to 8:00pm from April to September and 8:00am to 6:00pm from October to March.

20. The Applicant shall submit an Accessory Sign Review application prior to the issuance of a building permit.

City of Highland, **FIRE PREVENTION DIVISION,** Conditions of Approval.

DATE : **May 10, 2021**

APPLICANT : **Ghulam Sarwar**

ADDRESS : **8054 Palm Avenue**

SITE LOCATION: S/O Palm Avenue and 5th Street

FILE / INDEX No.: DRA 20-010

APN : **1192-641-03**

A tiered level of mitigation options has been developed and listed below are the systems and/or modifications required for your project. Compliance of the following items are a condition of **FINAL OCCUPANCY APPROVAL**. These conditions are required as acceptable solutions to the adverse fire conditions impacting firefighting and emergency operations accompanying the site/area. They will either assist in detection and extinguishment of the fire and/or facilitate the anticipated emergency operations.

This project is protected by the City of Highland Fire Department / Cal-Fire / California Department of Forestry and Fire Protection. Prior to any construction occurring on any parcel, the applicant shall contact the city of highland fire marshal office for verification of current fire protection development requirements. All new construction shall comply with the currently adopted California Fire Code and all applicable statutes, appendices, codes, ordinances, standards and policies of the City of Highland Fire Department/ Fire Prevention Division / Cal-Fire / California Department of Forestry and Fire Protection.

Fire Department Review of all projects is required.

ALL CONSTRUCTION (New and renovations to existing) SHALL COMPLY WITH THE CALIFORNIA FIRE CODE Along with amendments as adopted within the Highland Municipal Code (Ord. #411).

Note: All weather access roads (CFC) and fire hydrant/water system installations shall be in place, inspected and approved, **PRIOR** to combustible material being brought on site.

Note: The City of Highland has 2 areas within the '**FIRE SAFETY OVERLAY DISTRICT**' designated as **FR-1** and **FR-2.** Both areas may border or overlap areas identified by the State/CalFire as '**High Fire Severity Zone**' or '**Very High Fire Severity Zone**'. See **HMC** for construction requirements.

GENERAL.

1. **HF3:** A fuel break of one hundred (100) feet (brush and weed clearance) is required prior to construction. The clearance shall be maintained on a year-round basis. **CFC & HMC**

2. **HF31:** Approved fire hydrant pavement markers (blue dots) shall be installed at every hydrant.

3. **HF51:** The main electrical panel and all sub-panel(s) shall be labeled on inside cover for all circuits. **CEC**

4. **HF52:** Water heater (fuel fired), shall be properly vented to exterior of structure. Water heater shall be seismic strapped to wall and be located 18" above a garage floor. **CBC**

5. **HF55:** Commercial exit requirements:
   A. Required exit doors shall be maintained in an operable condition at all times
   B. Required exit doors shall swing outward and away in the direction of exit travel.
   C. Obstructions shall not be placed in the required width of an exit. Exits shall not be blocked or locked shut or obstructed in any manner during business hours.
   D. Exit paths shall be illuminated when structure is occupied.
   E. Exit path illumination shall be supplied from two (2) sources of power when occupant load is one hundred (100) persons or more.
   F. When exit way/exit pathway and/or exit doorway is not easily identified, additional exit signs shall be installed.

6. Exit signs shall be internally or externally illuminated by two lamps or shall be of the self-luminous type. **CFC; CBC**

7. **HF60:** Additional plans for access, fire safety systems, fire lanes and signage, gates, storage, or other special conditions may be requested for review, conditioning and approval by the fire marshal.

8. **HF56:** All flammable and combustible liquid storage and dispensing shall be in accordance with applicable sections of the **CFC, T-19** and city codes and ordinances.

9. **HF48:** A class "A" roof covering structure with "bird stops" shall be installed.

ACCESS:

10. **HF7:** Fire department **access** roads shall meet the fire dept. minimum unobstructed width of twenty (20) feet. (twenty-six (26) feet within FR-1&2 zones). **This standard shall not lessen other agency requirements.** Access roads shall be paved (asphalt/concrete) and in place **prior** to delivery of combustible building materials on site. Roads shall be designed and constructed to meet adopted city standards. **CFC**

11. **HF8:** All access roads, public, private streets and residential driveways shall maintain a minimum vertical clearance of thirteen (13) feet-six (6) inches. **CFC**

12. **HF10:** Driveways exceeding 150 feet shall have a fire department approved turn-around at the terminus. **CFC / APPENDIX D**

13. **HF11:** Fire department access roadway(s) and/or public/private street(s) exceeding one hundred fifty **(150)** feet in length shall provide an approved turn-around at the terminus **(cul-de-sac)**. Minimum radius shall be **not less than forty (40)** feet. Or as approved by the fire marshal. Cul-de-sacs providing access to perimeter emergency access roads shall have a minimum radius of forty four **(44)** feet. **CFC / APPENDIX D, SBCO TRANSPORTATION STD**

14. **HF12:** Fire department access roadway(s); public/private street(s) and driveways shall not exceed 12% grade. **CBC / APPENDIX D, HMC**

15. **HF13:** Fire department access roadway(s); shall extend to within one hundred fifty (150) feet of and shall give reasonable access to all portions of the exterior walls of the first story of any building.
An access road, approved by the fire dept., shall be provided to within fifty (50) feet of all structures when the natural grade between access road and structure is in excess of 30%.
Where an approved access road cannot be provided, a fire protection system shall be required and approved by the fire department. **CFC**

16. **HF19:** **Manually** operated gates across fire department access roadways, public and/or private streets and driveways, shall be equipped with approved emergency key-operated **"KNOX"** padlock or box containing key to open the private lock. For **automatic** gates, a "KNOX" emergency access switch, shall be installed, at location determined by fire department, and shall over-ride all command functions and open gate automatically upon activation. All automatic gates shall have a manual over-ride for use during loss of electric power. "KNOX BOX" request form is available from the fire marshal or may be ordered directly from www.knoxbox.com (specify City of Highland, CA) **CFC – Appendix D Note: The city of Highland also requires an electronic "H" key system (Ord. #320) for multi-family, gated communities or secured storage facilities. HMC**

17. **HF24:** "NO PARKING – FIRE LANE" signs shall be posted at locations designated by fire marshal. Fire lane curbs shall be painted red, with white letters stating, "NO PARKING – FIRE LANE" on top, not face. **CFC - APPENDIX D**

18. **HF54:** commercial and industrial structures-occupancies and gated complexes shall have a **"KNOX BOX"** system installed on the exterior of the building(s) or complex. location of device to be determined by the fire department. The box shall contain keys necessary to gain access and may contain pre-plans and MSDS information as required by the fire department. New and existing multi-tenant commercial buildings shall provide a 'KNOX' box large enough to contain keys to access each individual tenant space. Installation location(s) to be determined by the fire marshal. The box shall contain clearly marked keys to each tenant space or other areas as determined by the fire marshal. **CFC**

19. **HF61:** Aerial fire apparatus access roads. **Where required**: buildings or facilities **exceeding 30-feet** in height above the lowest level of fire dept. Vehicle access shall be provided access roads capable of accommodating aerial apparatus. **Width:** aerial apparatus access roads shall provide a minimum unobstructed width of **26-feet** in the immediate vicinity of any building exceeding 30-feet in height. **Proximity to buildings:** aerial apparatus access roads shall be located a minimum of 15-feet to a maximum of 30-feet from the building, and shall be positioned parallel to one entire side of the structure, as approved by the fire code official. **CFC APPENDIX D**

WATER:

20. **HF25:** Minimum required fire flow, as determined by i.s.o. formula, is as follows:
RESIDENTIAL; GPM =1500; at 20 psi residual; for 2 hour duration.
COMMERCIAL; GPM = 3000; at 20 psi residual; for 3 hour duration.
System shall be looped with minimum eight (8) inch mains; six (6) inch laterals, six (6) inch risers; six (6) inch dia. Hydrants with two 2 ½" outlet(s) and one 4" outlet. **CFC APPENDIX B AND C**

Note: Hydrants shall meet EVWD standards.

21. **HF38:** Approved fire hydrant(s) capable of supplying required fire flow, shall be provided to all premises upon which facilities, buildings or portions of buildings are constructed or moved within the jurisdiction. When any portion of the facility or building protected is in excess of 150 feet from a fire hydrant on a public street, as measured by an approved route around the exterior of the facility or building, additional fire hydrants or on-site fire hydrants, meeting the required fire flow, shall be provided. **CFC APPENDIX B AND C**

ADDRESSING – IDENTIFICATION:

22. **HF21:** **Commercial** and **multi-family residential** address numbers shall be displayed on all **new and existing** structures in such a manner as to be plainly visible and legible from the access roadway or street. Numerals shall be of a contrasting color to the building and electrically illuminated.
Minimum size of the numerals shall be **8"** height, 3/4" stroke, or as approved by the fire marshal.
Industrial occupancies shall have address numbers of 12" height, 1" stroke and shall be electrically illuminated so as to be visible and legible from access roadway or street.
Note: Depending on height and setback of a building, larger numerals may be required and at additional locations on the building, as determined by a case-by-case review.
HMC

23. **HF22:** Commercial-retail structures with rear access shall display address numbers on rear entry doorways, **4"** in height, 1/2" stroke, on contrasting background. **CFC**

FIRE PROTECTION & ALARM SYSTEMS:

24. **HF41:** A minimum of one 2A-10BC fire extinguisher shall be installed for each 3,000 sq.ft. of floor area. Travel distance to any one fire extinguisher shall not exceed 75 feet. Additional fire extinguishers, size and class to be determined by fire department, may be required. Fire extinguishers shall be serviced bi-annually and shall have a current State Fire Marshall service tag attached. Fire extinguishers are to be serviced every two years and inspected & tagged every year. **CFC; NFPA**

25. **HF60:** California Fire Code, **FIRE SAFETY DURING CONSTRUCTION AND DEMOLITION**, shall apply to this project. it is the responsibility of the project manager to meet with the fire marshal to discuss requirements specific to this project.

26. **HF62**: Additional plans for access, fire safety systems, storage or other special condition may be requested for review, conditioning and approval by the fire marshal.

Craig Sanchez, Fire Marshal
City of Highland Fire Prevention
(909) 864-8732 x 248

Building and Safety Division Conditions of Approval

Date:	6-1-2021
Applicant:	Ghulam Sarwar
Site Location:	8054 Palm Ave.
Telephone:	951-536-0786
APN:	1192-641-03
DRA:	20-010

1. Please provide the following construction plans and documents listed below for review of the proposed project. The initial plan review time will take two weeks on most projects. The applicant will receive a plan review number at the time plans are submitted for Building & Safety's plan review. This plan review number is needed to obtain information regarding your project.

    (3) Architectural Plans
    (3) Structural Plans
    (2) Structural Calculations
    (3) Plot/Site Plans
    (3) Electrical Plans
    (3) Electrical Load Calculations
    (3) Plumbing Plans/Isometrics
    (3) Mechanical Plans
    (3) HVAC Duct Layout Plans
    (3) Roof and Floor Truss Plans
    (3) Title 24 Energy Calculations
    (2) Geology Report
    (2) Soils Report
    (3) Precise Grading Plans
    (3) Site Disabled Access Plan
    (3) Condition of Approval Packages
    (3) Temporary Fence Plan
    (1) Approved Health Department Plans
    (2) Commissioning Plan

2. All structures shall be designed in accordance with the current version of the California Building Codes, including the California Green Building Standards Code. Design all structures to comply with Seismic Design Category D, wind speed 96 MPH, at exposure "C", and Energy Climate Zone 10.

3. Building and Safety does not release the meter until final approvals are obtained from all agencies and departments. Policy 295.

4. It has come to the Cities attention that premature failures have occurred in copper piping when used within the City of Highland, particularly east of the Santa Ana river bed. Property Owners, Contractors and Developers are advised to analyze soil and water compositions when considering the type of pipe material to be utilized. City staff makes no recommendations on which Plumbing Code approved products or methods to utilize, this is the responsibility of the property owner or contractor.

5. The Developer/Owner is responsible for the coordination of releasing any Deferral of Development Impact Fees or Bonds after such fees have been paid. The Developer/Owner should be aware, once the deferral notice is sent to the San Bernardino County Recorder's Office; the release process takes two to three weeks. This process will delay final Certificates of Occupancy.

6. The Developer/Owner is responsible for the coordination of the final occupancy. The Developer/Owner shall request clearances from each department and/or agency at least two weeks prior to requesting a final building inspection from Building and Safety. Each agency shall sign the back of the Building and Safety Job Card and provide a copy of the signatures to Building and Safety at the time a final inspection is requested.

7. Prior to final inspection, provide Building & Safety with a flash disk of the approved plans and documents.

8. Final approvals from all applicable outside agencies and internal departments and divisions are required prior to Building and Safety permit final and occupancy approval.

9. Projects requiring County Health and/or San Bernardino Environmental Control, such as food services or interceptors, need to obtain those permits prior to building permit issuance.

10. Building and Safety inspection requests must be made by 4:00 pm on the previous City working day to receive a next day inspection. Please contact (909) 864-2136, Ext 228.

11. A security fence with screening shall protect all construction sites. The fencing and screening shall be maintained at all times to protect pedestrians.

12. Portable toilet facilities shall be provided for construction workers and such facilities shall be maintained in a sanitary condition. Construction toilet facilities of the non-sewer type shall conform to ANSI ZA.3.

13. All construction materials, which are not used, shall be recycled pursuant to the requirements set forth by Ordinance No. 269. Receipts from the recycle company responsible for picking up the materials shall be kept in the construction office. After the construction is complete and before final occupancy, the trash receipts shall be forwarded to the Planning Division.

14. Construction projects, requiring temporary electrical power, shall obtain an electrical permit from Building and Safety. No temporary electrical power will be granted to a project unless the following item is in place and approved by Building and Safety and the Planning Division.

    a) Installation of a construction trailer through the "Temporary Occupancy Permit", alternatively, a security fenced area where the electrical power will be located. Installation of construction/sales trailers must be located on private property. No trailers can be located in the street unless a permit from the Engineering Department is obtained.

15. Construction projects requiring fire permits must apply and submit fire plans prior to the issuance of the building permit, including fire sprinkler submittals. The Fire Marshal located at 27215 Base Line, Highland CA. Please contact the Fire Marshal for information on the design requirements. (909) 864-2136, ext. 248.

16. Prior to the issuance of Building Permits, onsite water service shall be installed and approved by the responsible agency. On site fire hydrants shall be approved by the Fire Department. No flammable materials will be allowed on the site until the fire hydrants are established and approved. No flammable construction materials shall be placed on the site without approvals by the Fire Department. All street and access roadways around the project shall be paved for emergency response vehicles before flammable materials are placed on the project.

17. Prior to issuance of permits, site-grading certifications and compaction reports shall be submitted to Building and Safety.

18. Separate permits are required for trash enclosures, accessory structures, site lighting, fencing and or walls

19. Prior to issuance of building permits, provide a receipt from the appropriate Unified School District stating that all school fees have been paid. (Redlands or San Bernardino Unified School Districts)

20. All construction projects shall comply with the NPDES Stormwater Best Management Program. Prior to building permit issuance submit copy of the Water Quality Management Program Report. (WQMP)

21. Site development and grading shall be designed to provide access to all entrances and exterior ground floor exits and access to normal paths of travel. The accessible route(s) of travel shall be the most practical direct route.

22. The City enforces the State of California provisions of the California Building Code disabled access requirements. The Federal Americans with Disabilities Act (ADA) standards may differ in some cases from the California State requirements, therefore it is the building owner's responsibility to be aware of those differences and comply accordingly.

Additional Comments Related to the Plans.

23. Please indicate Access aisle marking. "NO PARKING" shall be painted on the surface with each Access Aisle. 11B-502.3.3

24. New Projects with 10 or more vehicular parking spaces shall comply with the requirements for designated clean air vehicle/EVSC parking requirements CGBSC 2019 5.106.5

STAFF REPORT

TO THE PLANNING COMMISSION

DATE: June 1, 2021

FROM: Lawrence A. Mainez, Community Development Director

REVIEWED BY: Kim Stater, Assistant Community Development Director

PREPARED BY: Ash Syed, Associate Planner

SUBJECT: Design Review Application (DRA 21-006) for a Site Plan, Landscape Plan, and Elevations related to the approved redevelopment of an existing 5,800 square foot commercial building into a convenience store with the addition of two (2) covered fueling station canopies with ten (10) fuel pumps on a 0.48 acre parcel.

LOCATION: 8020 Palm Ave Highland, CA 92346
Southwest corner of Palm Avenue and 5th Street
Assessor's Parcel Number: 1192-641-01

OWNER / APPLICANT: Ghulam Sarwar

RECOMMENDATION: Staff recommends the Planning Commission:

1. Adopt Resolution No. 2021– ____, approving Design Review Application (DRA 21-006) for a convenience store and gas station, subject to the Conditions of Approval and Findings of Fact; and

2. Direct staff to file a Notice of Exemption with the County Clerk of the Board of Supervisors.

FISCAL IMPACT: The Applicant submitted the required deposit fee of $12,300 for processing a related Conditional Use Permit Application. Staff time spent working on the Application will be charged to this deposit.

Approved _____	Motion _____	Second _____	Agenda Item No. 3
Denied _____	Ayes _____		
	Noes _____		File No. _____
Continue _____	Abstain _____		
	Absent _____		
Recording Secretary		Community Development Director	

The existing building on the property was constructed in 1991 and the original builder paid the appropriate Development Impact Fees for the building to the City at the time of approval. Impacts from the construction of the two (2) fuel canopies and added vehicle circulation will be mitigated with the payment of additional Development Impact Fees.

PUBLIC NOTICE: As required by the City Council, notice of the public meeting was posted at the City's three designated posting locations. In addition, the notice was posted on the City's website, mailed to property owners within three-hundred (300) feet of the project site, and published in the Highland Community News on May 21, 2021. No further notice is required.

PUBLIC COMMENT: At the time of preparing this report, staff had not received any public comments.

DESCRIPTION OF SITE: The project site is located at the southwest corner of Palm Avenue and 5th Street, a signalized intersection defined by the General Plan as a "major highway" (Exhibit A – Location Map). The property is composed of a single parcel approximately 0.48 acres in size. Currently, the property features a vacant, single-story, 5,800 square foot commercial building, constructed in 1991, and approved for a convenience store and restaurant. More recently, the building was occupied as an insurance office, a health drink distribution center, and a restaurant.

The building features a warm earth tone stucco exterior and a flat roof with a parapet around the perimeter. The building can be accessed through four (4) separate single-door entrances all located along the east side. The site features twenty-six (26) onsite parking spaces that are arranged in two double loaded aisles as well as along the building frontage. Concrete driveways are located along both the Palm Avenue and 5th Street frontage with a trash enclosure at the southeast corner of the property. The two monument signs affiliated with the prior building uses both meet the size requirements per the Municipal Code but are partially located within the public right-of-way. The site adequately maintained and the Applicant has also removed the billboard located at the southeast corner of the project, next to the existing trash enclosure.

Surrounding Land Uses

North: Farmer Boys Fast Food Restaurant
South: Vacant Commercial Building
East: Arco Gas Station / Convenience Store / Restaurant Building
West: Vacant Parcel / Parking Lot

Location	General Plan	Zoning
Site:	Business Park (BP)	Business Park (BP)
North:	Business Park (BP)	Business Park (BP)
South:	Business Park (BP)	Business Park (BP)

East:	Business Park (BP)	Business Park (BP)
West:	Business Park (BP)	Business Park (BP)

The developed site is relatively flat with a slope of approximately zero to five percent (0% - 5%). On-site drainage flows to the east toward Palm Avenue. The location is also approximately two (2) miles southwest of the San Andreas Earthquake Fault and does not fall within the Alquist-Priolo Earthquake Fault Zone. Additionally, the project site is not located within a FEMA flood zone.

BACKGROUND/PREVIOUS ACTION: On January 19, 2021, the Planning Commission approved Conditional Use Permit (CUP 20-003) for the redevelopment of the existing building and site into a convenience store and gas station. The approval however was only applicable to the proposed use, which in this case was solely a convenience store and gas station. No specific Site Plan, Landscape Plan, or Design features for the fuel canopy were reviewed/approved by the Planning Commission as the Applicant had indicated that such items/elements would be provided by a future owner/tenant during the submittal of a Design Review Application. The Applicant had previously suggested that this parcel would appear far more lucrative to potential buyers if it were to include an entitlement for the approved use.

In March of 2021, the Applicant opted to proceed with a Design Review Application submittal to develop the parcel himself as opposed to selling the site with the approved entitlement to a potential buyer. As previously alluded to, the submittal included a Site Plan with a specified number of fuel pumps, a Landscape Plan with Design features that incorporate a decorative block wall along the street frontage, and accent features on the fuel canopy consistent with features found on the existing building onsite.

PROJECT REVIEW/ANALYSIS: The existing commercial building is divided into two suites. The northern suite, at 3,200 square feet, is the convenience store. The southern portion of the existing building, at 2,600 square feet, is a storage facility and may be rented to a potential tenant at a future date. To the east of the building are the two (2) proposed fueling canopies accommodating six (6) and four (4) fuel pumps respectively.

The convenience store will offer consumers typical retail/convenience goods like food and drinks. Since the applicant does not plan to sell alcoholic beverages, there will be no separate Conditional Use Permit for an Alcohol Beverage Control (ABC) entitlement required. The proposed hours of operation for the convenience store will be twenty-four (24) hours and the gasoline trucks will be refueling the station between the hours of 9:00pm to 5:00am. The existing building had been recently painted and remodeled in 2018 and the Applicant is requesting the exterior be left as-is. The interior of the building will be remodeled with typical convenience store features (snack racks, refrigerators, etc.)

Parking

There are currently twenty-six (26) parking spaces located on the property. The proposal for fueling stations with a canopy will eliminate seventeen (17) existing spaces and preserve those located along the storefront. After restriping the spaces along the storefront and accommodating both a compact space and handicap space with the supplementary 5-foot crosshatch pathway, there are ten (10) storefront parking spaces proposed. While there had been previous discussion regarding the dedication of an Electric Vehicle charging space, the Applicant ultimately decided to not implement one as the idea would conflict with the purpose of a gas station.

The convenience store features 1,450 square feet of internal storage space and 1,750 square feet of retail space open to customers. With a requirement of 1 parking space per 250 square feet of retail area, the convenience store use requires 7 dedicated parking spaces. According to the site plan, there are 5 standard spaces, 1 compact space, and 1 handicap space dedicated for this use, satisfying the requirement. The adjacent 2,600 square foot warehouse area on the southern portion of the building has a requirement of 1 parking space per 1,000 square feet of storage facility. Thus, the three (3) available parking spaces remaining on the site satisfies the three (3) space parking requirement for the use (Exhibit B – Site Plan).

No landscape islands have been proposed within the new parking arrangement. The handicap crosshatch pathway splits the parking spaces into groups of 3 and 7. Accent landscaping has been proposed within a 17' x 16' planter at the southwest corner of the property. Additionally, the existing trash enclosure at the southeast corner of the property will be relocated to the northwest corner, in front of the 12-foot wide loading space.

Access

The site will provide both vehicular and pedestrian accessibility. Currently, both vehicles and pedestrians can access the property from 5th Street on the north side, and Palm Avenue on the east side. The Applicant is proposing to keep the vehicle access and ramps as-is. Sidewalks, curbs, and gutters have already been constructed and no modifications are being proposed by the Applicant.

Circulation

As previously mentioned, the two (2) fueling canopies on the site encompass four (4) and six (6) fuel pumps respectively. To allow for better vehicle ingress and egress from both Palm Avenue and 5th Street, the fuel canopy to the north has the six (6) pumps slightly angled toward the access ramps. Additionally, although the Applicant has stated that the underground station tanks will be refueled between the hours of 9:00pm and

5:00am, the angled fuel pumps will further provide an easier circulation route for the gasoline trucks.

Landscape

According to the City of Highland Municipal Code, new developments within the Business Park zone must include a 20-foot landscaped front setback area. This landscaping must consist predominantly of plant materials except for necessary walkways and drives. Where off-street parking is located within building setback areas, as the case with this site, a minimum landscaped area of 10 feet in depth must be provided between the property line and parking area, with an additional minimum landscaped area of 10 feet in depth provided between the parking area and the building.

The site is considered non-conforming due to the size of the lot and placement of the existing building. There is not adequate space for the required 10 feet of landscaping between the property lines and the parking/fueling area nor an additional 10 feet between the parking/fueling area and the convenience store building. The proposal instead includes roughly 5 feet of landscaping from the property line to the parking/fueling area and an additional 6 feet on the outer side of the property line to the public right of way. Given the circumstances related to redeveloping a legal non-conforming property, the Applicant has proposed a prominent corner statement at the Palm Avenue & 5th Street intersection, embellished with stones, wrought iron accents, and a City of Highland entry statement that provides the required three (3) feet for screening of vehicles from the public right-of-way (Exhibit C – Corner Statement).

The landscaping that is proposed on the site comprises of various trees, shrubs, groundcovers and vines. Located along Palm Avenue and around the intersection is a proposed mix of "Rosa Carpet" and "Nandina Compacta" plants with "Washingtonia Robusta" palm trees scattered in between. Located along the northside of the property on 5th Street is a mix of "Orange Lantana" and "Hemerocallis Hybrid" trees surrounded by a variety of "Violet Silverleaf" and "Purple Muhly Grass" ground cover. At the south end of the property, existing trees and landscaping will be utilized as much as possible and will be further accentuated by additional "Hemerocallis Hybrid", "Rosa Carpet", and various other floras scattered in between (Exhibit D – Landscape Plan). The conceptual landscape plan has been reviewed by the City's Landscape Architect. Specified conditions have been provided by the Landscape Architect and included within the Planning Conditions of Approval for the proposed project.

Elevations

The Applicant is proposing to leave the current building onsite as-is (Exhibit E – Site Photos). The exterior features a clean design with stucco of various warm tones. The primary color of the stucco from the mid to upper section of the building is a desert-sand tone. Between the windows, arranged in a square/cube-like stack formation, are pillar

accents that are a light brown shade. The exterior awnings at the entrance to the convenience store and storage facility are a bold mahogany. Lastly, along the upper portion of the building and along the middle section is a dark brown accent border.
The two (2) fuel canopies will feature design elements that complement the existing building. Aside from the color trim around the perimeter of the canopy, which will be painted to match the color scheme of the determined fuel tenant, the canopy posts and corresponding bollards around the fuel pumps will be painted white. Additionally, the prominent corner statement, which extends from the 5th Street entrance to the Palm Avenue entrance, will feature Eldorado Stone Veneer cladding, providing warm earth tones that further complement the existing building (Exhibit F – Elevations).

Gas Station Development Standards

According to the City of Highland Municipal Code, proposed fueling stations and fuel canopies must satisfy additional design criteria in regard to setbacks, screening, and onsite paving. The subject site features 135 feet of street frontage along Palm Avenue approximately 160 feet of street frontage along 5th Street, satisfying the minimum requirement of 100 feet along each abutting street. The existing building satisfies the minimum 30 foot building setback standards. Each of the fuel pumps are also approximately thirty-five (35) feet from the nearest property line, along Palm Avenue, satisfying the minimum distance of 20 feet. Further development standards regarding driveway lengths, distances to the nearest intersection, paving improvements, and onsite amenities have also been addressed and satisfied by the Applicant (Exhibit G – Circulation Map).

Signs

The Applicant will submit elevations for the signs and apply for a Sign Program with a proposal for development at a later date.

ENVIRONMENTAL REVIEW: This project is Categorically Exempt from environmental proceedings pursuant to Section 15301, Class 32, In-Fill Developments, of the California Environmental Quality Act (CEQA) Guidelines, since:

(a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.

(b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses.

(c) The project site has no value as habitat for endangered, rare or threatened species.

(d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.

(e) The site can be adequately served by all required utilities and public services.

SUMMARY: The City of Highland General Plan designates the project site as Business Park (BP). The Applicant's proposal features proposed design elements that provide a bold aesthetic appeal to one of the major intersections within the city. It meets the General Plan and Municipal Code standards for Design Review as well as the General Development Standards for a gas station and convenience store. Staff recommends the Planning Commission adopt Resolution No. 2021 – ____, approving Design Review Application (DRA 21-006).

Exhibits:
- A – Location Map
- B – Site Plan
- C – Corner Statement
- D – Landscape Plan
- E – Site Photos
- F – Elevations
- G – Circulation Map

Attachments:
1. Planning Commission Resolution No. 2021-002 from January 19, 2021
2. Planning Commission Minutes from January 19, 2021
3. Resolution No. 2021 – ____ for Design Review Application (DRA 21-006)
   Exhibit 1: Conditions of Approval

Exhibit A:

Location Map

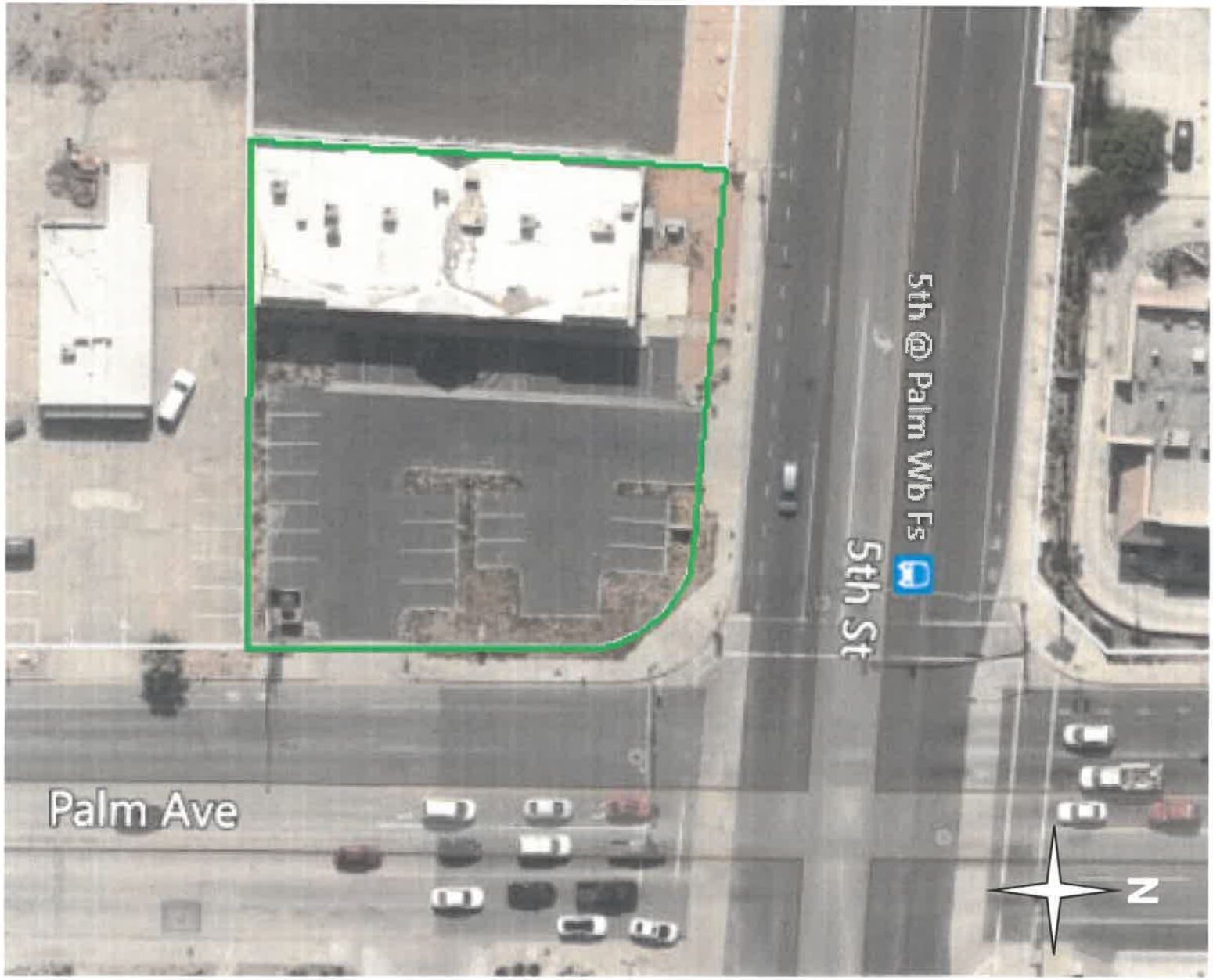

5th @ Palm Wb Fs
5th St
Palm Ave
N

Exhibit B:

Corner Statement



1 View from Northeast



2 View from Southeast

MATLOCK
DESIGN BUILD
1914 E. HOLT BLVD., STE. 106
ONTARIO CA. 91761 909.985.7777

LICENSED ARCHITECT
PHILLIP A. STEIN
C-38958
REN. 12-31-21
STATE OF CALIFORNIA

THIS SHEET IS FOR DESIGN REVIEW ONLY, NOT FOR CONSTRUCTION

HIGHLAND GAS STATION
Perspective Images
8020 Palm Ave.
HighLand Ca 92346

JOB NO
DRAWN/CHKD
DATE SUBMITTAL
REVISIONS
3/19/2021 PRINT DATE

A1.2

Exhibit C:

Landscape Plan

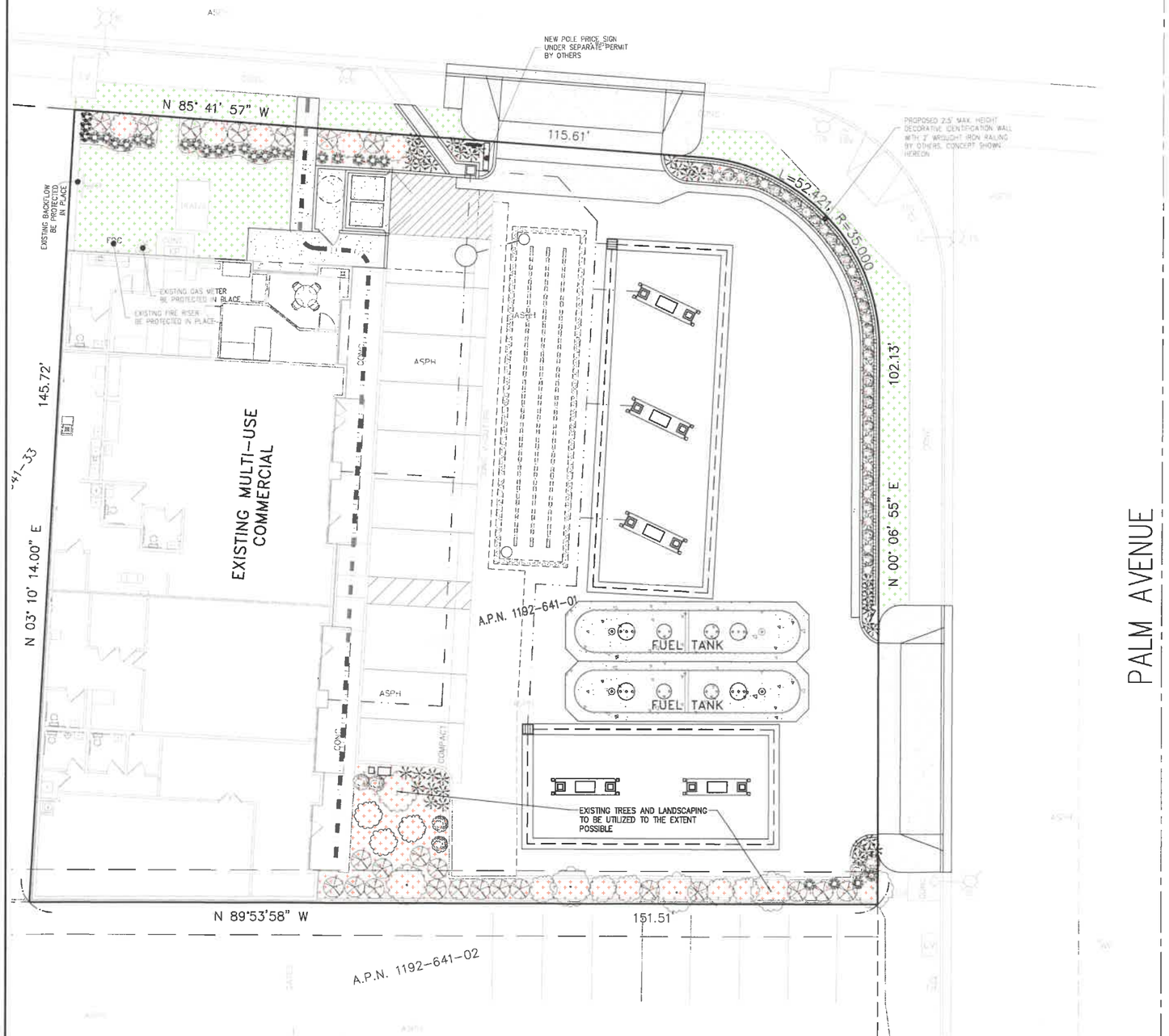
CITY OF HIGHLAND, CALIFORNIA

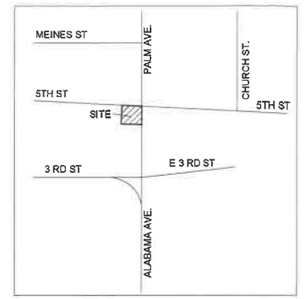
LANDSCAPE PLAN

8020 PALM AVENUE
A.P.N. 1192-641-01

A PORTION OF THE SOUTH 1/2 OF THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, CALIFORNIA.

SITETECH, INC. *MAY 2021*





VICINITY MAP
NO SCALE

OWNER/APPLICANT:

GHULAM SARWAR
5052 WESTMONT STREET
RIVERSIDE, CA 92507
PH: (951) 536-0786

ENGINEER/MAP PREPARER:

SITETECH, INC.
8061 CHURCH STREET
P.O. BOX 592
HIGHLAND, CA. 92346
PH: (909) 864-3180

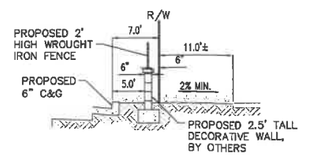
N

10' 0 10' 20'

SCALE: 1"=10'

PLANTING LEGEND

SYMBOL	QUAN.	SIZE	BOTANICAL/COMMON NAMES	NOTES
			TREES	
	5		EXISTING TREE TO BE UTILIZED	
	3	12' BTH	WASHINGTONIA ROBUSTA / MEXICAN FAN PALM	BTH=BROWN TRUNK HEIGHT
			SHRUBS	
	38	1 GAL	HEMEROCALLIS HYBRIDS / DAYLILLY-EVERGREEN	RED AND YELLOW 50% EACH-MIXED
	13	5 GAL	LANTANA H. 'SPREADING SUNSET' / S.S. ORANGE LANTANA	PROVIDE NURSERY TAGS
	24	5 GAL	LEUCOPHYLLUM C. 'THUNDER CLOUD' / T. C. VIOLET SILVERLEAF	PROVIDE NURSERY TAGS
	25	1 GAL	MUHLENBERGIA R. 'NASHVILLE' / PURPLE MUHLY GRASS	PROVIDE NURSERY TAGS
	18	5 GAL	NANDINA D. 'COMPACATA' / HEAVENLY BAMBOO	PROVIDE NURSERY TAGS
	23	5 GAL	ROSA 'CARPET' / CARPET ROSE-YELLOW COLORED	PROVIDE NURSERY TAGS
			SHRUBS	
	0	1 GAL	MACFADYNENA UNGIS-CATI / CAT'S CLAW VINE	TRAIN ON TRASH ENCLOSURE WALLS
			GROUND COVERS	
	1,513 SF	FLAT	GAZANIA H. 'AZTEC QUEEEN' / AZTEC CLUMPING GAZANIA	PLANT AT 6" O.C.
	1,393 SF	2" DEPTH	MULCH-GORILLA HAIR REDWOOD MULCH IN ALL SHRUB AREAS	AVAILABLE FROM EARTHWORKS
	3		BOULDER-DESERT MARBLE-SIZES 1- 3'x3', 1 3'x2.5', 1-2'x2'	FROM SWB-BURY 1/3 DEPTH



DECORATIVE WALL CONCEPT
SCALE: 1"=10'

WATER CONSERVATION STATEMENT:

STB LANDSCAPE ARCHITECT'S, Inc. HAS FOLLOWED AND MET ALL WATER CONSERVATION REQUIREMENTS SET FORTH IN BOTH THE CITY AND STATE ORDINANCES. STB HAS ACHIEVED THESE GOALS THROUGH THE USE OF HIGHLY EFFICIENT MICRO-SPRAY IRRIGATION NOZZLES TO ALL PLANTED AREAS, COMBINED WITH SUPPLEMENTAL BUBBLERS TO ALL TREES AND A "SMART" E.T. BASED CONTROLLER AND RAIN SHUT-OFF DEVICE. THE CONTROLLER WILL RECEIVE E.T. INFORMATION THAT WILL ALLOW THE CONTROLLER TO UP-DATE R.C.V. RUN TIMES ON A DAILY BASES THERE BY ELIMINATING THE NEED FOR MANUALLY ADJUSTING THE CONTROLLER FOR WEEKLY OR SEASONAL WEATHER CHANGES

MAINTENANCE RESPONSIBILITY NOTE:

THE OWNER OF THE HAVE A SNACK FUELS WILL BE RESPONSIBLE FOR ALL MAINTENANCE AND WATER MANAGEMENT WITHIN THEIR PROPERTY.

REGISTERED PROFESSIONAL ENGINEER BERNHARD K. MAYER NO. 36866 Exp. 6-30-22 CIVIL STATE OF CALIFORNIA

SITETECH INC.
8061 CHURCH ST. HIGHLAND CA 92346 PO BOX 592
PH: (909) 864-3180, FAX: (909) 864-0850

05/12/2021

BERNHARD K. MAYER R.C.E. 36866 DATE

Exhibit D:

Site Photos



East Face



East Face



North Face



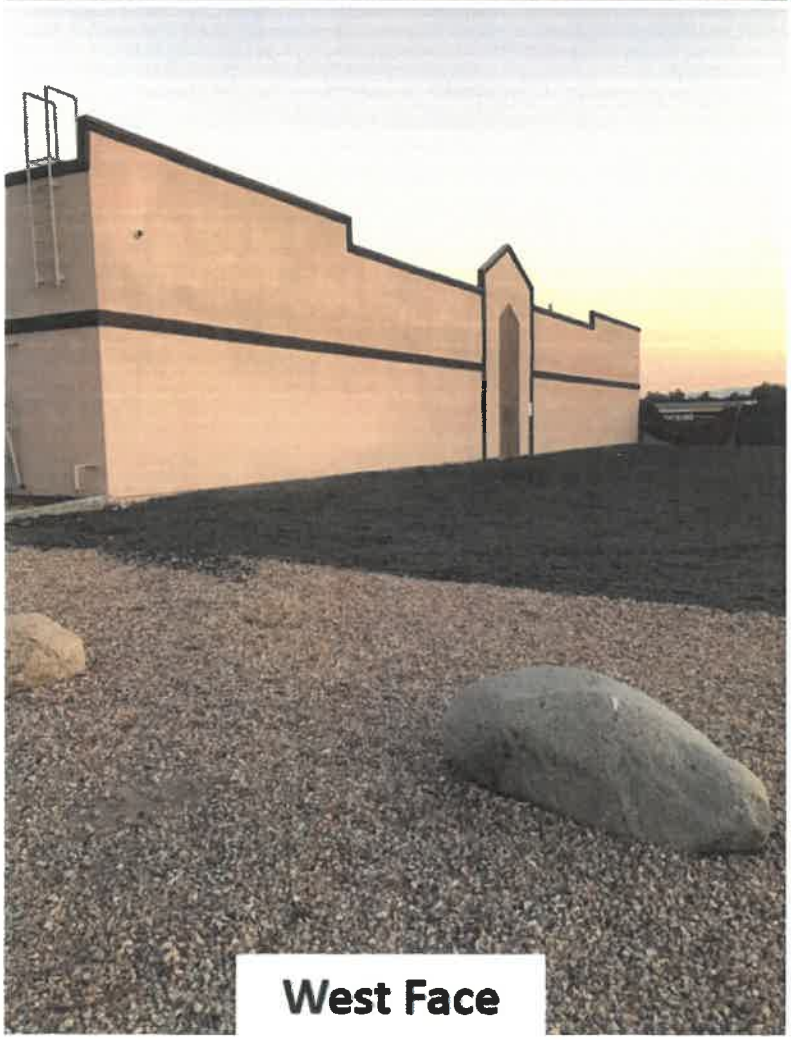
North Face



East Face



East Face



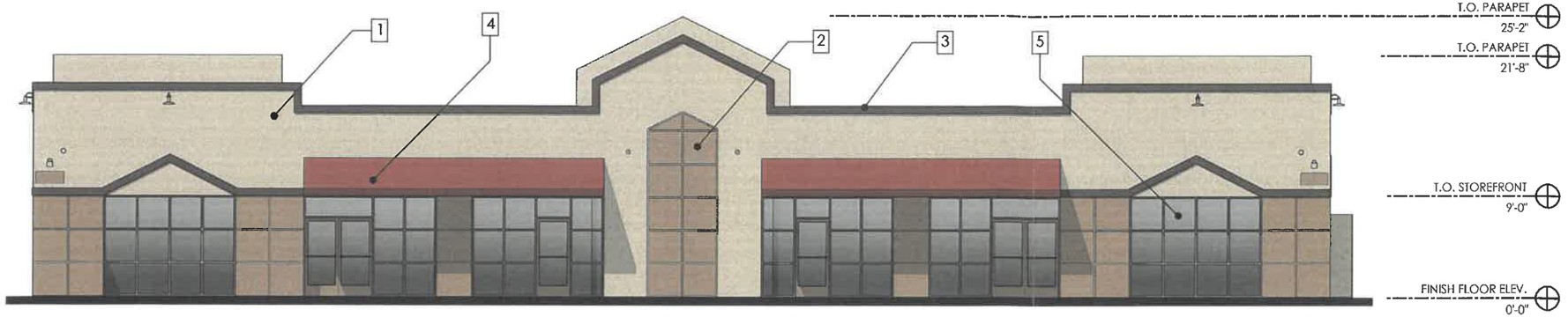
West Face



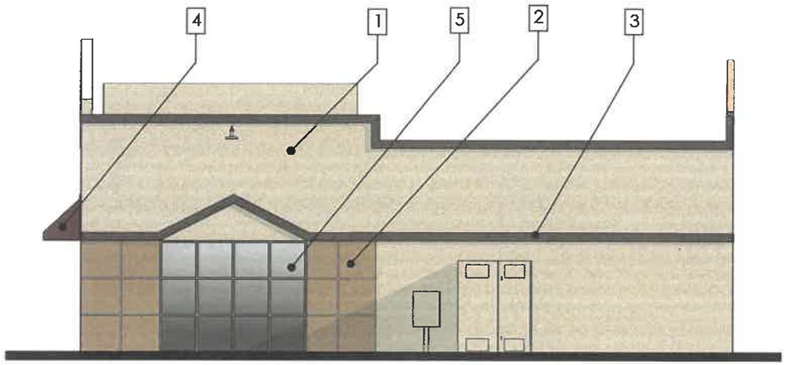
South Face

Exhibit E:

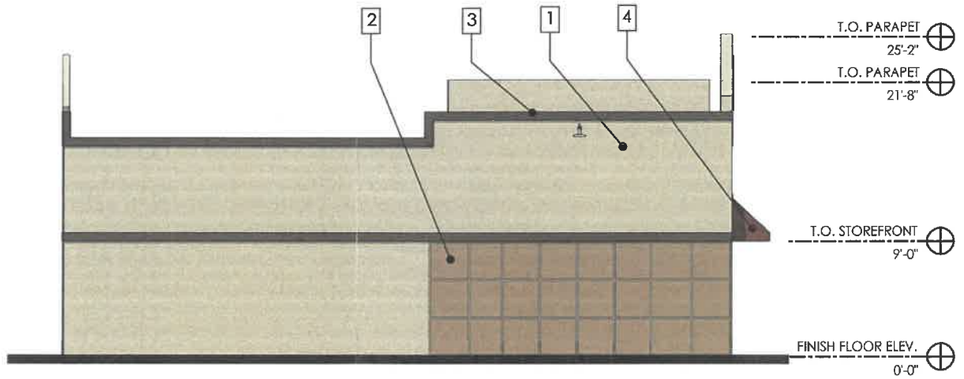
Elevations



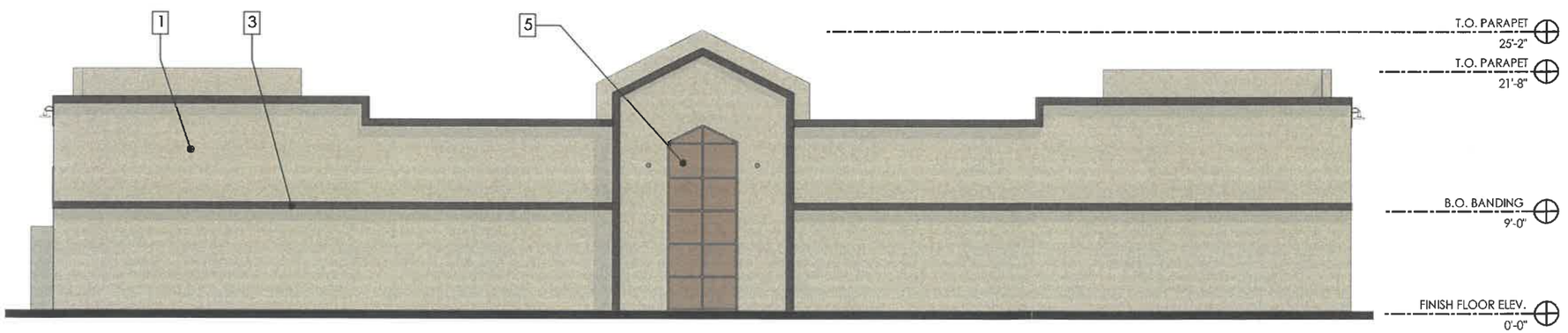
1 East Exterior Elevation
1/4" = 1'-0"



2 North Exterior Elevation
1/4" = 1'-0"



3 South Exterior Elevation
1/4" = 1'-0"



4 West Exterior Elevation
1/4" = 1'-0"

EXISTING MATERIALS

1
Exterior Stucco
Paint Match - Behr S270-1U:
Frosted Toffee

2
Exterior Stucco
Paint Match - Behr N280-4M:
Perfect Tan

3
Exterior Stucco
Paint Match - Behr N220-6D:
Landmark Brown

4
Fabric Awning
Paint Match - Behr M140-7:
Dark Crimson

5
Exterior Storefront System
Bronze Tinted Glazing
Painted frame to match
Stucco #1

MATLOCK DESIGN BUILD
1514 E. HOLT BLVD. STE. 106
ONTARIO CA. 91761 909.628.7777

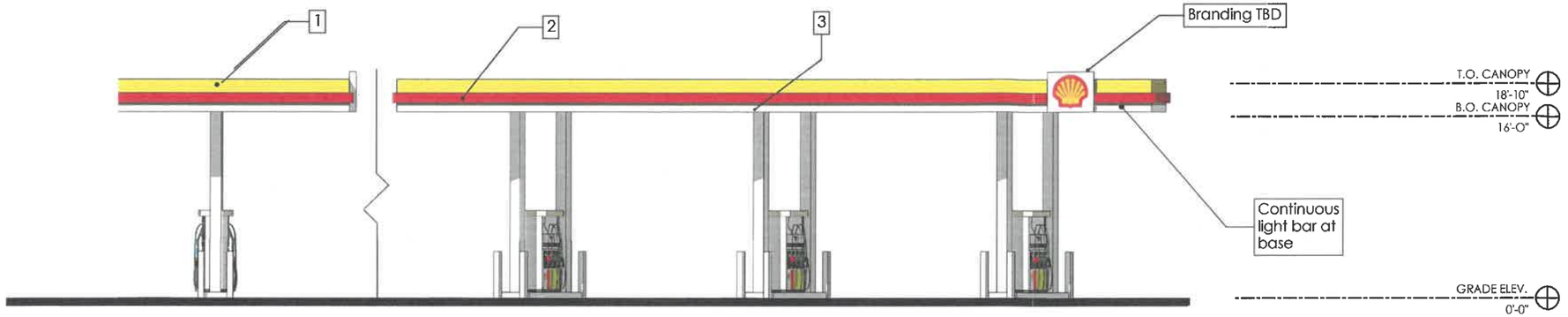
LICENSED ARCHITECT
PHILLIP A. STEIN
C-38958
REN. 12-31-21
STATE OF CALIFORNIA

THIS SHEET IS FOR DESIGN REVIEW ONLY, NOT FOR CONSTRUCTION

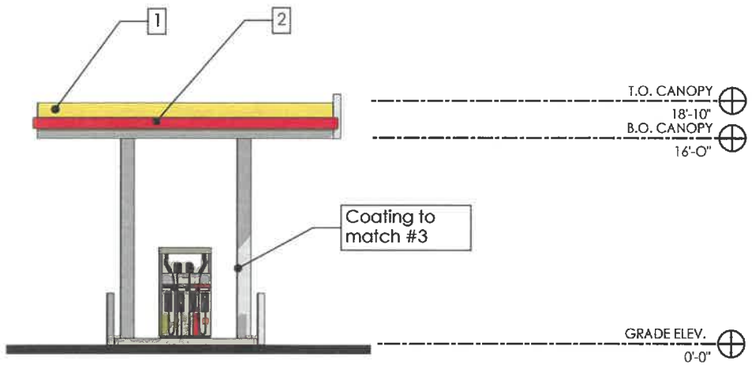
HIGHLAND GAS STATION
Existing Exterior Elevations
8020 Palm Ave.
HighLand Ca 92346

JOB NO
DRAWN/CHKD
DATE SUBMITTAL
REVISIONS
3/19/2021 PRINT DATE

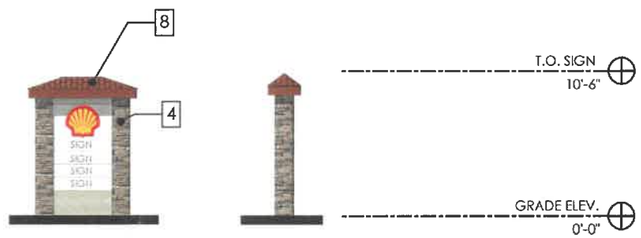
A1.0



1 East / West Canopy Elevation
1/4" = 1'-0"



2 North / South Canopy Elevation
1/4" = 1'-0"

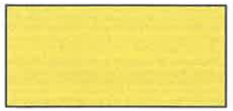


3 Monument Sign Elevations
1/4" = 1'-0"



4 Northeast Rock Wall Elevation (view from street corner)
1/4" = 1'-0"

PROPOSED MATERIALS

1

Alum. Composite Panel
Shell "RVIE" Fascia Assembly

2

Alum. Composite Panel
Shell "RVIE" Fascia Assembly

3

Alum. Composite Panel
Shell "RVIE" Fascia Assembly

4

Stone Veneer
Eldorado Stone
Mounted Ledge: Yukon

5

Stone Veneer
Eldorado Stone
River Rock: Colorado

6

Architectural Precast
Wall Cap

7

Bronze Anodized Alum Railing

8

Clay Roof Tile

MATLOCK DESIGN BUILD
1914 E. HOLT BLVD. STE. 106
ONTARIO CA. 91761 909.983.7777

LICENSED ARCHITECT
PHILLIP A. STIEN
C-38958
REN. 12-31-21
STATE OF CALIFORNIA

THIS SHEET IS FOR DESIGN REVIEW ONLY, NOT FOR CONSTRUCTION

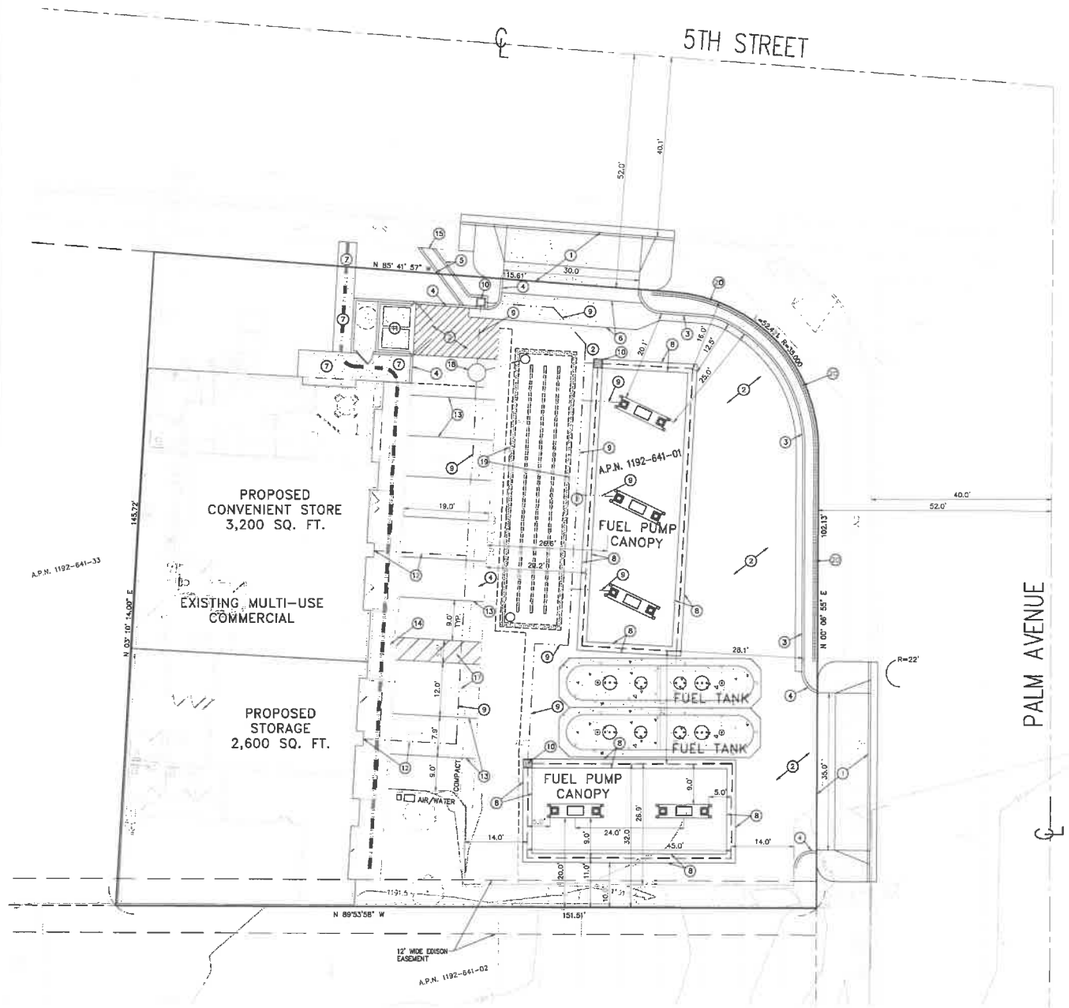
HIGHLAND GAS STATION
Signage Elevations
8020 Palm Ave.
HighLand Ca 92346

JOB NO
DRAWN/CHKD
DATE SUBMITTAL
REVISIONS
3/19/2021 PRINT DATE

A1.1

Exhibit F:

Site Plan



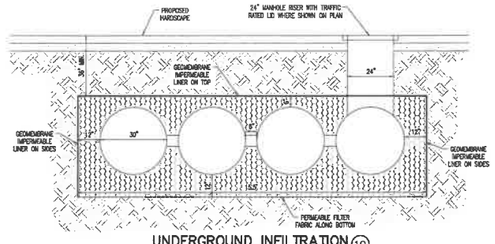
CONSTRUCTION NOTES:

1. CONSTRUCT COMMERCIAL DRIVE APPROACH PER CITY STD. 212
2. CONSTRUCT A.C. PAVEMENT OVER CLASS II BASE OR CONCRETE PAVEMENT OVER NATIVE.
3. CONSTRUCT 6" CURB AND GUTTER PER A.P.W.A. STD. 120-1 TYPE A2-150. (W=18")
4. CONSTRUCT 6" CURB PER A.P.W.A. STD. 120-1 TYPE A1-150.
5. CONSTRUCT 2' WIDE PARKWAY DRAIN WITH TYPE II INLET PER S.P.W.C. STD. 151-2
6. CONSTRUCT 6' WIDE CROSS GUTTER PER S.B. COUNTY STD. 119.
7. CONSTRUCT 4" THICK CONCRETE PAVING.
8. CONSTRUCT 2' WIDE LONGITUDINAL GUTTER PER A.P.W.A. STD. 122-2.
9. CONSTRUCT 6" P.C.V. DRAIN PIPE AT 1.0% MIN. GRADE.
10. INSTALL 18"X18" OLD CASTLE CATCH BASIN, PRODUCT NO. 1818CB, OR APPROVED EQUAL.
11. CONSTRUCT 8' x 10'-2" TRASH ENCLOSURE.
12. EXISTING ROOF DRAINS TO BE UNDER GROUNDED AND CONNECT TO HYDRODYNAMIC SEPARATOR.
13. PARKING LOT SIGNAGE AND STRIPING PER ARCHITECTURAL PLANS.
14. HANDICAP RAMP TO REMAIN – REMOVE AND REPLACE IF IT DOESN'T MEET ADA STANDARDS.
15. INSTALL FLO-GARD "TRASH & DEBRIS GUARD", SIZE PER OPENING FOR TRASH AND DEBRIS MITIGATION, OR APPROVED EQUAL.
16. INSTALL "NO DUMPING – DRAINS TO RIVER" SIGN ON PARKWAY DRAINS AND CATCH BASIN INLETS.
17. INSTALL ADA ACCESSIBLE PARKING STALL (VAN) PER ADA REQUIREMENTS.
18. INSTALL HYDRODYNAMIC SEPARATOR UNIT (CDS) BY CONTECH MODEL NO. CDS2015-5-C, OR APPROVED EQUAL.
19. 2,055 CUBIC FEET BELOW GROUND INFILTRATION BASIN, PER DETAIL HEREON.
20. CONSTRUCT WALL WITH CORNER STATEMENT PER SEPARATE PERMIT.

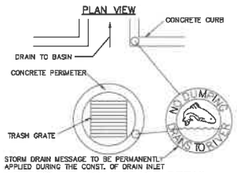
SCALE: 1"=10'

LEGEND:

- ——— — INDICATES STREET CENTERLINE
- – – – – – INDICATES ADJACENT PROPERTY LINE
- ——— INDICATES PARCEL BOUNDARY
- INDICATES DRAIN LINE
- INDICATES FLOWLINE SWALE
- INDICATES EXISTING CHAIN-LINK FENCE
- FF=1190.95 – INDICATES FINISH FLOOR ELEVATION



UNDERGROUND INFILTRATION (19)
NOT TO SCALE



STORM DRAIN MESSAGE DETAIL (16)
NO SCALE

CITY OF HIGHLAND, CALIFORNIA

SITE PLAN

8020 PALM AVENUE
A.P.N. 1192-641-01

A PORTION OF THE SOUTH 1/2 OF THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, CALIFORNIA.

SITETECH, INC. — MAY, 2021

OWNER/APPLICANT:
GHULAM SARWAR
3092 WESTMONT STREET
RIVERSIDE, CA 92507
PH: (951) 536-0788

ENGINEER/MAP PREPARER:
SITETECH, INC.
8081 CHURCH STREET
P.O. BOX 592
HIGHLAND, CA. 92346
PH: (909) 864-3180



VICINITY MAP
NO SCALE

NOTES:

1. THE PROPOSED PROJECT IS FOR A GAS STATION WITH A CONVENIENCE STORE AND PRODUCT STORAGE AREA FOR THE CONVENIENT STORE.
2. ASSESSOR'S PARCEL NUMBER: 1192-641-01.
3. THIS PROJECT SIZE IS 0.48 NET ACRES.
4. EXISTING AND PROPOSED ZONING IS BP – BUSINESS PARK.
5. LAND USE OF ALL SURROUNDING PROPERTY TO THIS PROJECT: MIXED USE COMMERCIAL – NORTH & WEST / GAS STATION/MIXED USE COMMERCIAL – EAST / COMMERCIAL – SOUTH.
6. THERE ARE NO NEW STREETS PROPOSED WITHIN THIS DEVELOPMENT.
7. NO REGULATED TREES WILL BE REMOVED AS A PART OF THIS PROJECT.
8. THE AVERAGE SLOPE OF BOTH FEASIBLE ACCESS ROUTE AND FEASIBLE BUILDING SITE DOES NOT EXCEED TEN PERCENT (10%).
9. A PRECISE GRADING PLAN IS PROPOSED FOR THIS PROJECT.
10. TYPE OF PROPOSED CONSTRUCTION: N
11. FOR COMPLETE LEGAL DESCRIPTION, SEE TITLE REPORT.
12. NO WATER COURSES CROSS THIS PROPERTY AND IT IS NOT WITHIN A FLOOD ZONE.
13. APPROXIMATE EARTHWORK QUANTITIES: CUT 20 C.Y., FILL 20 C.Y.
14. HOURS OF OPERATION: GAS STATION/CONVENIENCE STORE – 24 HOURS.
15. LIGHTING TO BE ON FROM DUSK TO SUNRISE AND TO BE SHIELDED FROM ADJOINING PROPERTIES.
16. ALL KNOW EASEMENTS ARE SHOWN HEREON.

COMPANIES AND AGENCIES SERVICING THIS PROJECT ARE AS FOLLOWS:

WATER/SEWER:
EAST VALLEY WATER DISTRICT
31111 GREENSPOT ROAD
HIGHLAND, CA. 92346
PH: (909) 880-9501

TELEPHONE:
PACIFIC BELL
2828 E. CORONADO ST., 2ND FLOOR
ANAHEIM, CA. 92807
PH: (714) 666-5415

SCHOOL DISTRICT:
SAN BERNARDINO UNIFIED
777 NORTH F STREET
SAN BERNARDINO, CA. 92410
PH: (909) 793-2301

POWER:
SOUTHERN CALIFORNIA EDISON CO.
287 TENNESSEE STREET
REDLANDS, CA. 92373
PH: (909) 307-6787

CABLE:
TIME WARNER CABLE
1723 ORANGETREE LANE
REDLANDS, CA. 92374
PH: (909) 798-3588

GAS:
SOUTHERN CALIFORNIA GAS CO.
155 SOUTH "G" STREET
SAN BERNARDINO, CA. 92401
PH: (909) 335-7928

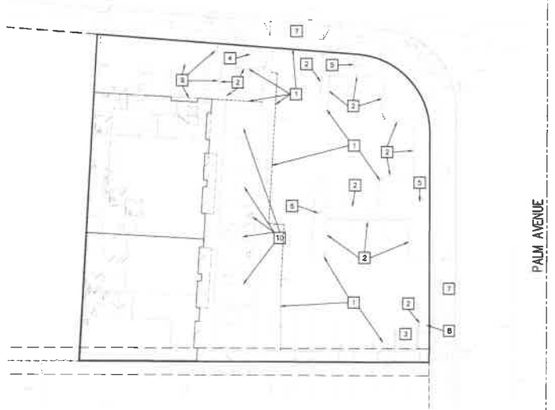
LOT COVERAGE:

TOTAL SITE	21,040 S.F.	
CONVENIENCE STORE AREA	3,200 S.F. =	15.2%
WAREHOUSE AREA	2,600 S.F. =	12.4%
PUMP STATION CANOPY AREA	2,052 S.F. =	9.8%
PARKING/DRIVEWAY/WALKWAYS	11,028 S.F. =	52.4%
LANDSCAPING/OPEN SPACE	2,150 S.F. =	10.2%

PARKING SPACE ANALYSIS:

Land Use/Req'mt.	Parking Rate	Bldg. Size/Rate	# of Stall Reqd.
CONVENIENCE STORE	1 Stall/ 250 S.F.	3,200 SQ.FT. STORE AREA	13
WAREHOUSE	1 Stall/ 1000 S.F.	2,600 SQ.FT. STORE AREA	3
Handicap Stalls (HC)	1-25 REGULAR STALL BRACKET (REQ'D)		1
TOTAL PARKING STALLS REQUIRED: 18 SPACES (2 MUST BE HANDICAP)			
PARKING STALLS PROVIDED:		(8 = STD. 9'x18') (1 = STD. 7.5'x18') (8 = Gas Pumps) (1 = Van Handicap 12'X18') (1 = Loading Zone)	
		19	

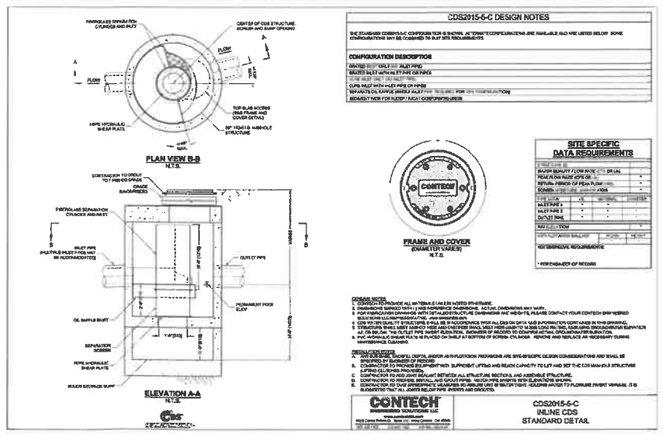
TOTAL PARKING STALLS PROVIDED:



DEMOLITION PLAN
SCALE: 1"=20'

DEMOLITION NOTES:

1. REMOVE EXISTING ASPHALT PAVING
2. REMOVE EXISTING CURB
3. REMOVE EXISTING TRASH ENCLOSURE
4. REMOVE EXISTING PARKWAY DRAIN
5. REMOVE EXISTING SIGN
6. REMOVE EXISTING LIGHT STANDARD
7. REMOVE EXISTING DRIVE APPROACH
8. REMOVE EXISTING TREE
9. REMOVE EXISTING CONCRETE SIDEWALK
10. REMOVE EXISTING STRIPING



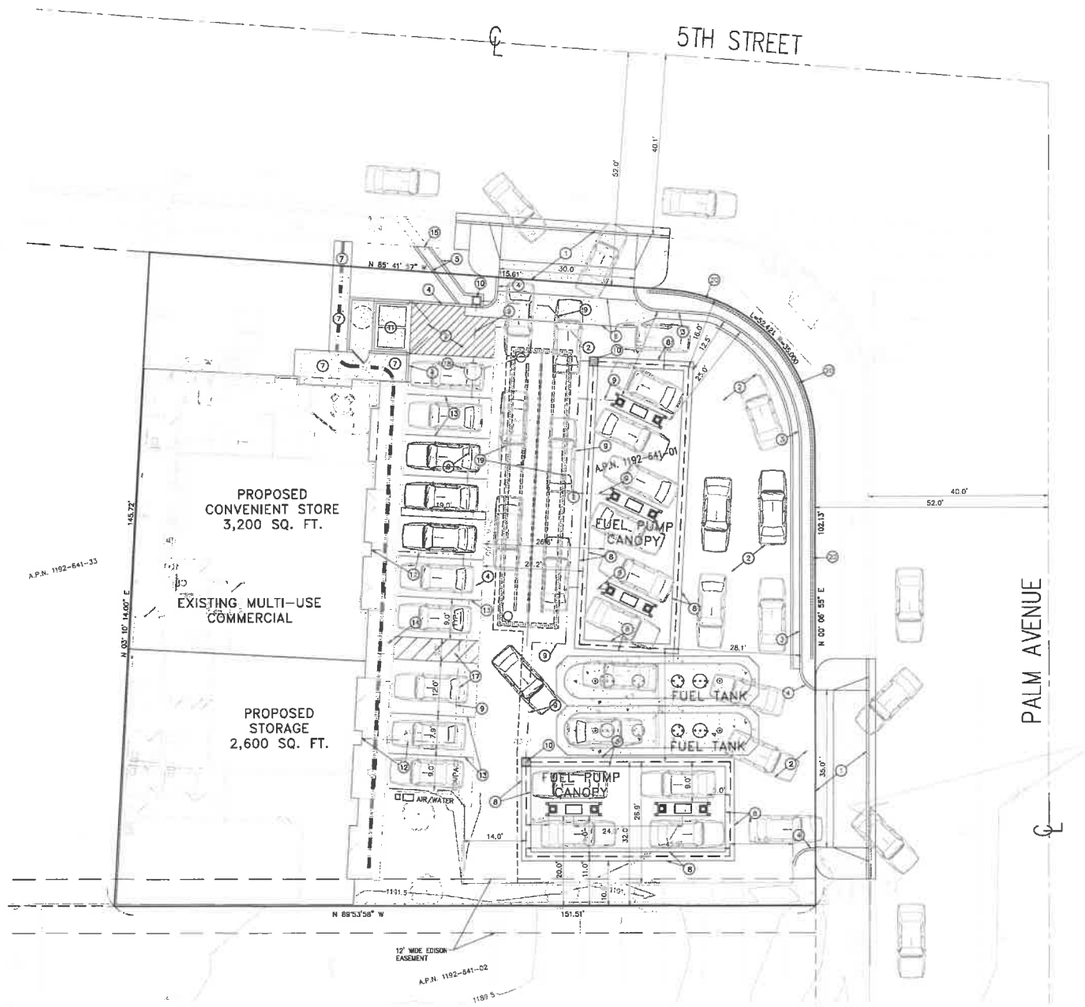
HYDRODYNAMIC SEPARATOR UNIT (CDS) (18)
NOT TO SCALE

SITETECH INC.
8081 CHURCH ST. HIGHLAND CA 92346 PO BOX 592
PH: (909) 864-3180, FAX: (909) 864-0850

05/12/2021
RICHARD J. MAYER R.C.E. 35866 DATE

Exhibit G:

Circulation Map



CONSTRUCTION NOTES:

1. CONSTRUCT COMMERCIAL DRIVE APPROACH PER CITY STD. 212
2. CONSTRUCT A.C. PAVEMENT OVER CLASS II BASE OR CONCRETE PAVEMENT OVER NATIVE.
3. CONSTRUCT 6" CURB AND GUTTER PER A.P.W.A. STD. 120-1 TYPE A2-150. (W=18")
4. CONSTRUCT 6" CURB PER A.P.W.A. STD. 120-1 TYPE A1-150.
5. CONSTRUCT 2' WIDE PARKWAY DRAIN WITH TYPE II INLET PER S.P.P.W.C. STD. 151-2
6. CONSTRUCT 6' WIDE CROSS GUTTER PER S.B. COUNTY STD. 119.
7. CONSTRUCT 4" THICK CONCRETE PAVING.
8. CONSTRUCT 2' WIDE LONGITUDINAL GUTTER PER A.P.W.A. STD. 122-2.
9. CONSTRUCT 6" P.C.V. DRAIN PIPE AT 1.0% MIN. GRADE.
10. INSTALL 18"X18" OLD CASTLE CATCH BASIN, PRODUCT NO. 181BCB, OR APPROVED EQUAL.
11. CONSTRUCT 6' x 10'-2" TRASH ENCLOSURE.
12. EXISTING ROOF DRAINS TO BE UNDER GROUNDED AND CONNECT TO HYDRODYNAMIC SEPARATOR.
13. PARKING LOT SIGNAGE AND STRIPING PER ARCHITECTURAL PLANS.
14. HANDICAP RAMP TO REMAIN - REMOVE AND REPLACE IF IT DOESN'T MEET ADA STANDARDS.
15. INSTALL FLO-GARD "TRASH & DEBRIS GUARD", SIZE PER OPENING FOR TRASH AND DEBRIS MITIGATION. OR APPROVED EQUAL.
16. INSTALL "NO DUMPING - DRAINS TO RIVER" SIGN ON PARKWAY DRAINS AND CATCH BASIN INLETS.
17. INSTALL ADA ACCESSIBLE PARKING STALL (VAN) PER ADA REQUIREMENTS.
18. INSTALL HYDRODYNAMIC SEPARATOR UNIT (CDS) BY CONTECH MODEL NO. CDS2015-5-C, OR APPROVED EQUAL.
19. 2,035 CUBIC FEET BELOW GROUND INFILTRATION BASIN, PER DETAIL HEREON.
20. CONSTRUCT WALL WITH CORNER STATEMENT PER SEPARATE PERMIT.

N

10' 0 10' 20'

SCALE: 1"=10'

LEGEND:

- INDICATES STREET CENTERLINE
- INDICATES ADJACENT PROPERTY LINE
- INDICATES PARCEL BOUNDARY
- INDICATES DRAIN LINE
- INDICATES FLOWLINE SWALE
- INDICATES EXISTING CHAIN-LINK FENCE

FF=1190.95 - INDICATES FINISH FLOOR ELEVATION

CITY OF HIGHLAND, CALIFORNIA

SITE PLAN

8020 PALM AVENUE
A.P.N. 1192-641-01

A PORTION OF THE SOUTH 1/2 OF THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, CALIFORNIA.

SITETECH, INC. MAY, 2021

OWNER/APPLICANT:

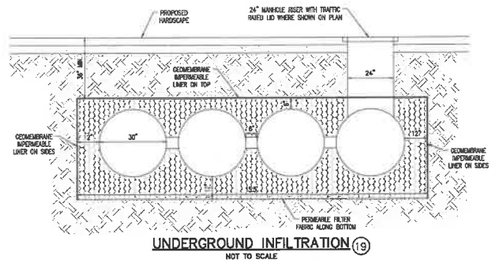
GHULAM SARWAR
3052 WESTMONT STREET
RIVERSIDE, CA 92507
PH: (951) 536-0788

ENGINEER/MAP PREPARED:

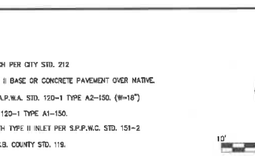
SITETECH, INC.
8051 CHURCH STREET
P.O. BOX 592
HIGHLAND, CA. 92346
PH: (909) 864-3180



VICINITY MAP
NO SCALE



UNDERGROUND INFILTRATION (19)
NOT TO SCALE



STORM DRAIN MESSAGE DETAIL (16)
NO SCALE

NOTES:

1. THE PROPOSED PROJECT IS FOR A GAS STATION WITH A CONVENIENCE STORE AND PRODUCT STORAGE AREA FOR THE CONVENIENT STORE.
2. ASSESSOR'S PARCEL NUMBER: 1192-641-01.
3. THIS PROJECT SIZE IS 0.48 NET ACRES.
4. EXISTING AND PROPOSED ZONING IS BP - BUSINESS PARK.
5. LAND USE OF ALL SURROUNDING PROPERTY TO THIS PROJECT: MIXED USE COMMERCIAL - NORTH & WEST / GAS STATION/MIXED USE COMMERCIAL - EAST / COMMERCIAL - SOUTH.
6. THERE ARE NO NEW STREETS PROPOSED WITHIN THIS DEVELOPMENT.
7. NO REGULATED TREES WILL BE REMOVED AS A PART OF THIS PROJECT.
8. THE AVERAGE SLOPE OF BOTH FEASIBLE ACCESS ROUTE AND FEASIBLE BUILDING SITE DOES NOT EXCEED TEN PERCENT (10%).
9. A PRECISE GRADING PLAN IS PROPOSED FOR THIS PROJECT.
10. TYPE OF PROPOSED CONSTRUCTION: N
11. FOR COMPLETE LEGAL DESCRIPTION, SEE TITLE REPORT.
12. NO WATER COURSES CROSS THIS PROPERTY AND IT IS NOT WITHIN A FLOOD ZONE.
13. APPROXIMATE EARTHWORK QUANTITIES: CUT 20 C.Y., FILL 20 C.Y.
14. HOURS OF OPERATION: GAS STATION/CONVENIENCE STORE - 24 HOURS.
15. LIGHTING TO BE ON FROM DUSK TO SUNRISE AND TO BE SHIELDED FROM ADJOINING PROPERTIES.
16. ALL KNOW EASEMENTS ARE SHOWN HEREON.

COMPANIES AND AGENCIES SERVICING THIS PROJECT ARE AS FOLLOWS:

WATER/SEWER:
EAST VALLEY WATER DISTRICT
31111 GREENSPOT ROAD
HIGHLAND, CA. 92346
PH: (909) 889-9501

TELEPHONE:
PACIFIC BELL
2828 E. CORONADO ST., 2ND FLOOR
ANAHEIM, CA. 92807
PH: (714) 666-5415

SCHOOL DISTRICT:
SAN BERNARDINO UNIFIED
777 NORTH F STREET
SAN BERNARDINO, CA. 92410
PH: (909) 793-2301

POWER:
SOUTHERN CALIFORNIA EDISON CO.
287 TENNESSEE STREET
REDLANDS, CA. 92373
PH: (909) 307-6787

CABLE:
TIME WARNER CABLE
1722 ORANGETREE LANE
REDLANDS, CA. 92374
PH: (909) 798-3588

GAS:
SOUTHERN CALIFORNIA GAS CO.
135 SOUTH "G" STREET
SAN BERNARDINO, CA. 92401
PH: (909) 335-7928

LOT COVERAGE:

TOTAL SITE	21,040 S.F.
CONVENIENCE STORE AREA	3,200 S.F. = 15.2%
WAREHOUSE AREA	2,600 S.F. = 12.4%
PUMP STATION CANOPY AREA	2,082 S.F. = 9.8%
PARKING/DRIVEWAY/WALKWAYS	11,028 S.F. = 52.4%
LANDSCAPING/OPEN SPACE	2,150 S.F. = 10.2%

PARKING SPACE ANALYSIS:

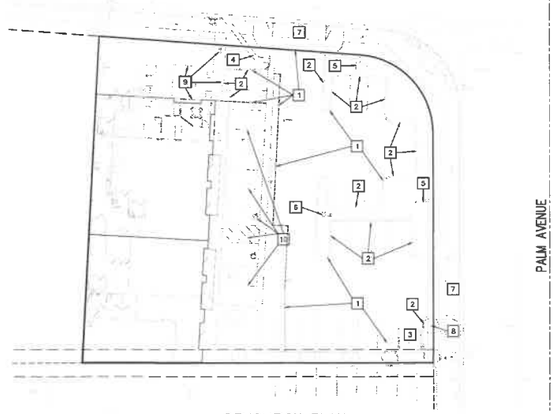
Land Use/Req'mt.	Parking Rate	Bldg. Size/Rate	# of Stall Reqd.
CONVENIENCE STORE	1 Stall/ 250 S.F.	3,200 SQ.FT. STORE AREA	13
WAREHOUSE	1 Stall/ 1000 S.F.	2,600 SQ.FT. STORE AREA	3
Handicap Stalls (HC)	1-25 REGULAR STALL BRACKET (REQ'D)		1

TOTAL PARKING STALLS REQUIRED: 18 SPACES (2 MUST BE HANDICAP)

PARKING STALLS PROVIDED:
- 8 = STD. 9'x18')
- 1 = STD. 7.5'x18')
- 8 = Gas Pumps)
- 1 = Van Handicap 12'X18')
- 1 = Loading Zone)

19

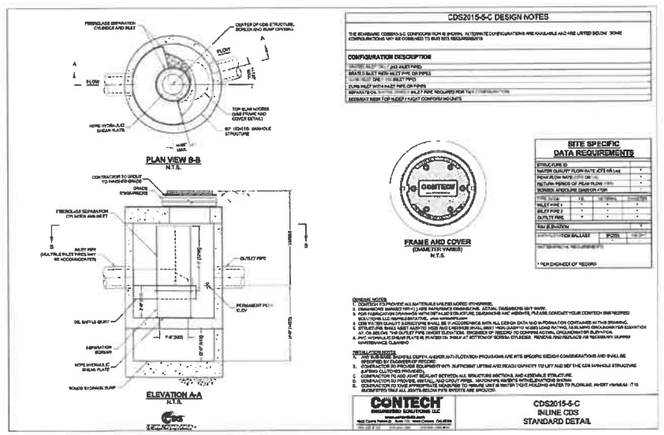
TOTAL PARKING STALLS PROVIDED:



DEMOLITION PLAN
SCALE: 1"=20'

DEMOLITION NOTES:

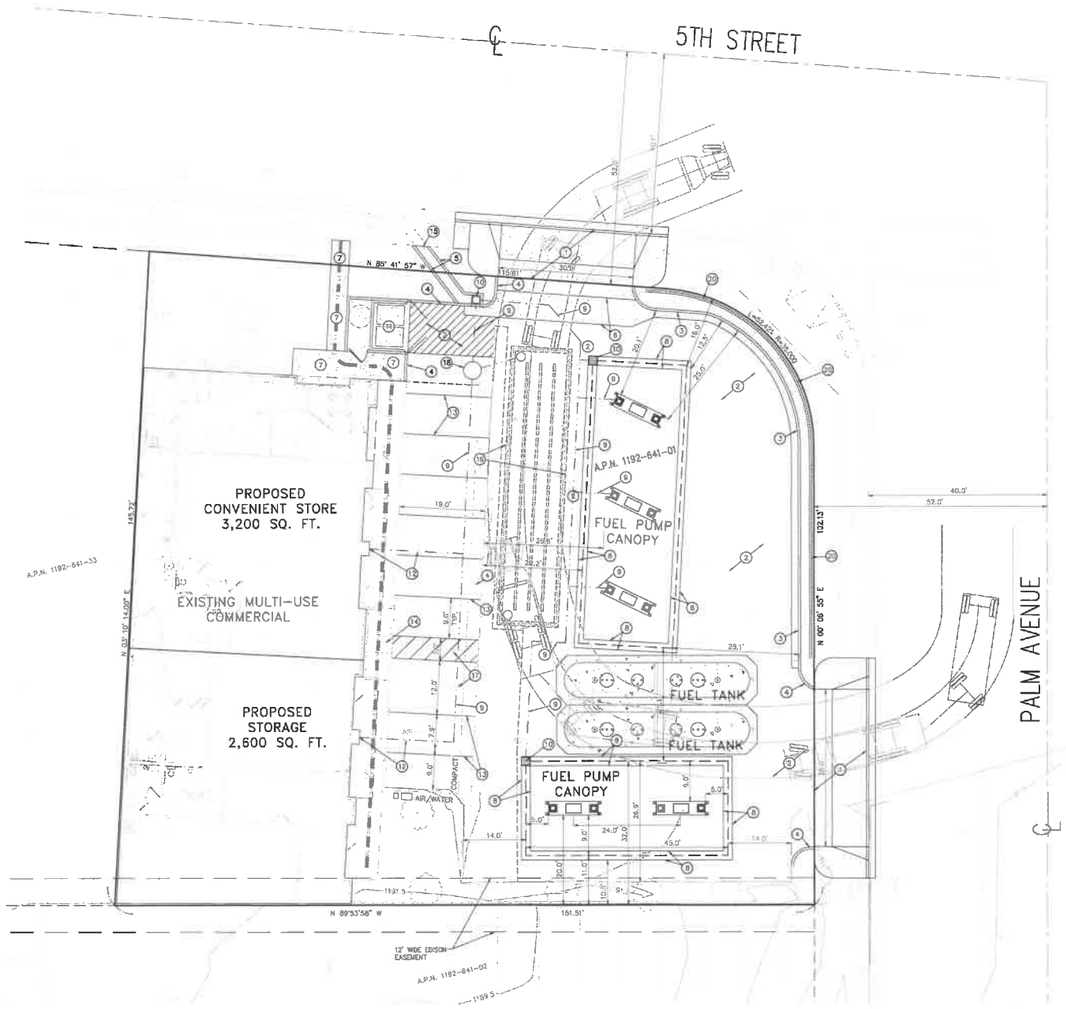
1. REMOVE EXISTING ASPHALT PAVING
2. REMOVE EXISTING CURB
3. REMOVE EXISTING TRASH ENCLOSURE
4. REMOVE EXISTING PARKWAY DRAIN
5. REMOVE EXISTING SIGN
6. REMOVE EXISTING LIGHT STANDARD
7. REMOVE EXISTING DRIVE APPROACH
8. REMOVE EXISTING TREE
9. REMOVE EXISTING CONCRETE SIDEWALK
10. REMOVE EXISTING STRIPING

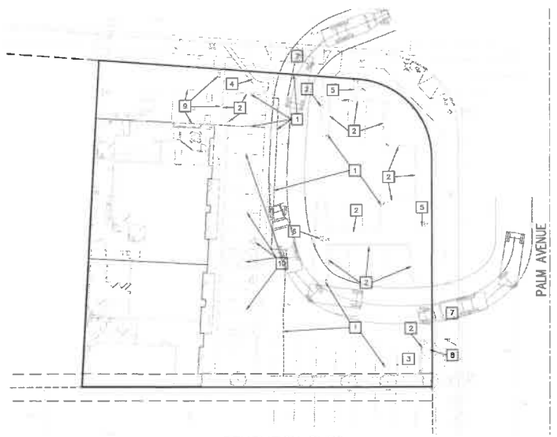


HYDRODYNAMIC SEPARATOR UNIT (CDS) (18)
NOT TO SCALE

SITETECH INC.
8051 CHURCH ST., HIGHLAND CA 92346 PO BOX 592
PH: (909) 864-3180, FAX: (909) 864-3050

RICHARD J. MAYER R.C.E. 38866 — 05/14/2021 DATE





DEMOLITION PLAN
SCALE: 1"=20'

DEMOLITION NOTES:
1. REMOVE EXISTING ASPHALT PAVING
2. REMOVE EXISTING CURB
3. REMOVE EXISTING TRASH ENCLOSURE
4. REMOVE EXISTING PARKWAY DRAIN
5. REMOVE EXISTING SIGN
6. REMOVE EXISTING LIGHT STANDARD
7. REMOVE EXISTING DRIVE APPROACH
8. REMOVE EXISTING TREE
9. REMOVE EXISTING CONCRETE SIDEWALK
10. REMOVE EXISTING STRIPING

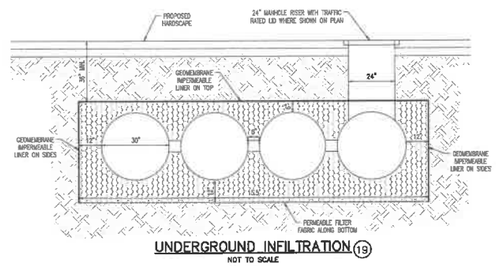
CONSTRUCTION NOTES:
1. CONSTRUCT COMMERCIAL DRIVE APPROACH PER CITY STD. 212
2. CONSTRUCT A.C. PAVEMENT OVER CLASS II BASE OR CONCRETE PAVEMENT OVER NATIVE.
3. CONSTRUCT 6" CURB AND GUTTER PER A.P.W.A. STD. 120-1 TYPE A2-150. (W=18")
4. CONSTRUCT 6" CURB PER A.P.W.A. STD. 120-1 TYPE A1-150.
5. CONSTRUCT 2' WIDE PARKWAY DRAIN WITH TYPE B INLET PER S.P.P.W.C. STD. 151-2
6. CONSTRUCT 6' WIDE CROSS GUTTER PER S.B. COUNTY STD. 119.
7. CONSTRUCT 4" THICK CONCRETE PAVING.
8. CONSTRUCT 2' WIDE LONGITUDINAL GUTTER PER A.P.W.A. STD. 122-2.
9. CONSTRUCT 6" P.C.V. DRAIN PIPE AT 1.0% MIN. GRADE.
10. INSTALL 18"X18" OLD CASTLE CATCH BASIN, PRODUCT NO. 1818CB, OR APPROVED EQUAL.
11. CONSTRUCT 6' x 10'-2" TRASH ENCLOSURE.
12. EXISTING ROOF DRAINS TO BE UNDER GROUNDED AND CONNECT TO HYDRODYNAMIC SEPARATOR.
13. PARKING LOT SIGNAGE AND STRIPING PER ARCHITECTURAL PLANS.
14. HANDICAP RAMP TO REMAIN – REMOVE AND REPLACE IF IT DOESN'T MEET ADA STANDARDS.
15. INSTALL FLO-GARD "TRASH & DEBRIS GUARD", SIZE PER OPENING FOR TRASH AND DEBRIS MITIGATION, OR APPROVED EQUAL.
16. INSTALL "NO DUMPING – DRAINS TO RIVER" SIGN ON PARKWAY DRAINS AND CATCH BASIN INLETS.
17. INSTALL ADA ACCESSIBLE PARKING STALL (VAN) PER ADA REQUIREMENTS.
18. INSTALL HYDRODYNAMIC SEPARATOR UNIT (CDS) BY CONTECH MODEL NO. CDS2015-5-C, OR APPROVED EQUAL.
19. 2,055 CUBIC FEET BELOW GROUND INFILTRATION BASIN, PER DETAIL HEREON.
20. CONSTRUCT WALL WITH CORNER STATEMENT PER SEPARATE PERMIT.

N

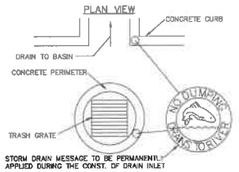
10' 0 10' 20'

SCALE: 1"=10'

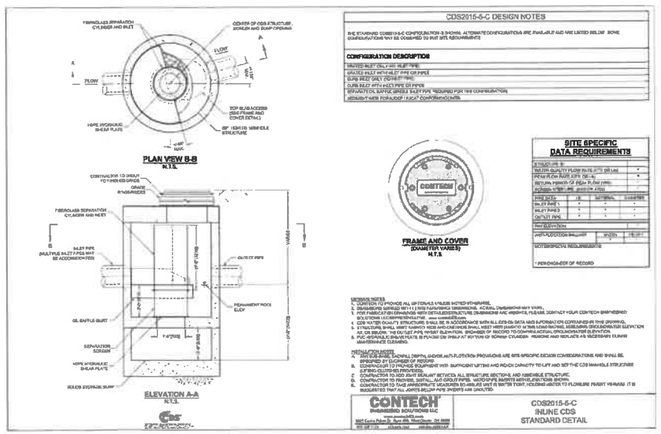
LEGEND:
- INDICATES STREET CENTERLINE
- INDICATES ADJACENT PROPERTY LINE
- INDICATES PARCEL BOUNDARY
- INDICATES DRAIN LINE
- INDICATES FLOWLINE SWALE
- INDICATES EXISTING CHAIN-LINK FENCE
- FF=1190.95 – INDICATES FINISH FLOOR ELEVATION



UNDERGROUND INFILTRATION (19)
NOT TO SCALE



STORM DRAIN MESSAGE DETAIL (15)
NO SCALE



HYDRODYNAMIC SEPARATOR UNIT (CDS) (18)
NOT TO SCALE

CITY OF HIGHLAND, CALIFORNIA

SITE PLAN
8020 PALM AVENUE
A.P.N. 1192-641-01

A PORTION OF THE SOUTH 1/2 OF THE SOUTHEAST QUARTER OF SECTION 5, TOWNSHIP 1 SOUTH, RANGE 3 WEST, SAN BERNARDINO MERIDIAN, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, CALIFORNIA.

SITETECH, INC. MAY, 2021

OWNER/APPLICANT:
GHULAM SARWAS
5052 WESTMONT STREET
RIVERSIDE, CA 92507
PH: (951) 536-0788

ENGINEER/MAP PREPARER:
SITETECH, INC.
8051 CHURCH STREET
P.O. BOX 992
HIGHLAND, CA. 92346
PH: (909) 864-3180



VICINITY MAP
NO SCALE

NOTES:
1. THE PROPOSED PROJECT IS FOR A GAS STATION WITH A CONVENIENCE STORE AND PRODUCT STORAGE AREA FOR THE CONVENIENT STORE.
2. ASSESSOR'S PARCEL NUMBER: 1192-641-01.
3. THIS PROJECT SIZE IS 0.48 NET ACRES.
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6. THERE ARE NO NEW STREETS PROPOSED WITHIN THIS DEVELOPMENT.
7. NO REGULATED TREES WILL BE REMOVED AS A PART OF THIS PROJECT.
8. THE AVERAGE SLOPE OF BOTH FEASIBLE ACCESS ROUTE AND FEASIBLE BUILDING SITE DOES NOT EXCEED TEN PERCENT (10%).
9. A PRECISE GRADING PLAN IS PROPOSED FOR THIS PROJECT.
10. TYPE OF PROPOSED CONSTRUCTION: N
11. FOR COMPLETE LEGAL DESCRIPTION, SEE TITLE REPORT.
12. NO WATER COURSES CROSS THIS PROPERTY AND IT IS NOT WITHIN A FLOOD ZONE.
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15. LIGHTING TO BE ON FROM DUSK TO SUNRISE AND TO BE SHIELDED FROM ADJOINING PROPERTIES.
16. ALL KNOW EASEMENTS ARE SHOWN HEREON.

COMPANIES AND AGENCIES SERVICING THIS PROJECT ARE AS FOLLOWS:

WATER/SEWER:
EAST VALLEY WATER DISTRICT
31111 GREENSPOT ROAD
HIGHLAND, CA. 92346
PH: (909) 889-9501

TELEPHONE:
PACIFIC BELL
2828 E. CORONADO ST., 2ND FLOOR
ANAHEIM, CA. 92807
PH: (714) 666-5415

SCHOOL DISTRICT:
SAN BERNARDINO UNIFIED
777 NORTH F STREET
SAN BERNARDINO, CA. 92410
PH: (909) 793-2301

POWER:
SOUTHERN CALIFORNIA EDISON CO.
287 TENNESSEE STREET
REDLANDS, CA. 92373
PH: (909) 307-6787

CABLE:
TIME WARNER CABLE
1722 ORANGETREE LANE
REDLANDS, CA. 92374
PH: (909) 798-3568

GAS:
SOUTHERN CALIFORNIA GAS CO.
155 SOUTH "G" STREET
SAN BERNARDINO, CA. 92401
PH: (909) 335-7928

LOT COVERAGE:

TOTAL SITE	21,040 S.F.	
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WAREHOUSE AREA	2,600 S.F.	= 12.4%
PUMP STATION CANOPY AREA	2,062 S.F.	= 9.8%
PARKING/DRIVEWAY/WALKWAYS	11,028 S.F.	= 52.4%
LANDSCAPING/OPEN SPACE	2,150 S.F.	= 10.2%

PARKING SPACE ANALYSIS:

Land Use/Req'mt.	Parking Rate	Bldg. Size/Rate	# of Stall Reqd.
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Handicap Stalls (HC)	1-25 REGULAR STALL BRACKET (REQ'D)		1
TOTAL PARKING STALLS REQUIRED: 18 SPACES (2 MUST BE HANDICAP)			
PARKING STALLS PROVIDED:		(8 = STD. 9'x18')	
		(1 = STD. 7.5'x18')	
		(8 = Gas Pumps)	
		(1 = Van Handicap 12'X18')	
		(1 = Loading Zone)	
		19	
TOTAL PARKING STALLS PROVIDED:			

REGISTERED PROFESSIONAL ENGINEER — RICHARD J. MAYER — NO. 36865 — EXP. 9-30-22 — STATE OF CALIFORNIA — CIVIL

SITETECH INC.
8051 CHURCH ST. HIGHLAND CA 92346 PO BOX 992
PH: (909) 864-3180, FAX: (909) 864-3930

RICHARD J. MAYER R.C.E. 36865 — 05/18/2021 DATE

Attachment 1:

Planning Commission Resolution No. 2021-002

from January 19, 2021

RESOLUTION NO. 2021 - 002

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING A CONDITIONAL USE PERMIT (CUP 20-003), TO REDEVELOP AN EXISTING 5,800 SQUARE FOOT COMMERCIAL BUILDING INTO A CONVENIENCE STORE AND THE ADDITION OF A COVERED FUELING STATION FACILITY WITH FUEL PUMPS ON A 0.48 ACRE PARCEL LOCATED AT 8020 PALM AVENUE. ASSESSOR'S PARCEL NUMBER: 1192-641-01.

OWNER / APPLICANT: GHULAM SARWAR

A. RECITALS

1. The Applicant filed an application with the City of Highland to for a Conditional Use Permit (CUP 20-003) to redevelop an existing 5,800 square foot commercial building into a convenience store and the addition of a covered fueling station facility with fuel pumps on a 0.48 acre parcel located at 8020 Palm Avenue.

2. On January 19, 2021, the Planning Commission of the City of Highland conducted an on-line public hearing on the subject Application and concluded the hearing on that date.

3. All legal prerequisites to the adoption of this Resolution have occurred.

4. Pursuant to CEQA, project is Categorically Exempt from environmental proceedings pursuant to Section 15301, Class 32, In-Fill Developments, of the California Environmental Quality Act (CEQA) Guidelines, since:

   (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.

   (b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses.

   (c) The project site has no value as habitat for endangered, rare or threatened species.

   (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.

   (e) The site can be adequately served by all required utilities and public services.

B. RESOLUTION

NOW THEREFORE, it is hereby found, determined and resolved by the Planning Commission of the City of Highland as follows:

1. The Planning Commission finds that all of the facts set forth in the Recitals, Part "A" of this Resolution, are true and correct.

2. The City of Highland Planning Commission after due consideration, inspection, investigation and study made by itself and on its behalf, and after due consideration of all evidence and reports offered at said hearing, including the staff report to the Planning Commission dated January 19, 2021, which is incorporated herein by this reference, does find and determine the following facts:

   a. All necessary public meetings and opportunities for public testimony and comment have been conducted in compliance with State Law and the Municipal Code of the City of Highland.

3. Findings of Fact (Conditional Use Permit (CUP 20-003):

   a. The proposed use is permitted within the subject district pursuant to the provisions of this section, and complies with all of the applicable provisions of this title; and is consistent with the goals, policies, and objectives of the Highland General Plan, and the applicable development policies and standards of the city.

      Response: The project is located within the Business Park (BP) land use designation, and proposes to establish a convenience store and fueling station at a primary intersection within the City of Highland. There is appropriate street frontage, setbacks from the right-of-way lines for each of the adjacent roadways, and onsite amenities that satisfy the site development standards for Service Stations per Section 16.44.200 of the Highland Municipal Code. The use of this property as a convenience store and fueling station is permitted in the Business Park (BP) zone, subject to the approval of a Conditional Use Permit.

   b. The proposed use would not impair the integrity and character of the district in which it is to be established or located.

      Response: The establishment of a convenience store and fueling station in this portion of the city will not impair the integrity and/or character of the district or its surroundings. The proposed use is appropriate in nature and in keeping with the development standards of the Business Park (BP) zoning classification. Reestablishing a convenience store and installing a new fueling station on a property is not anticipated to negatively affect

surrounding businesses, as there is an existing fueling station across Palm Avenue, and it is not uncommon for fueling stations to be across the street from one another. Therefore, no significant impacts to the existing quality of the site or its surroundings would occur as a result of the project.

c. The site is suitable for the type and intensity of use or development which is proposed.

Response: The project is suitable and permitted within the Business Park (BP) zone, and proposes to reestablish a convenience store utilizing the existing building of a prior restaurant. The fueling station proposes re-fueling of the station tanks between the hours of 9:00pm and 5:00am when the station will likely experience low usage. With a requirement of 1 space per 250 square feet of total commercial use area, the five (5) proposed 9-foot wide parking spaces in addition to the 7.5-foot wide compact space and 12-foot wide handicap space will bring the total available parking spaces for the convenience store to seven (7). Additionally, the requirement for 1 space per 1,000 square feet of "storage use" area is met by the three (3) other parking spaces available onsite. The ten (10) total parking spaces provided along the storefront in addition to one (1) parking space at each fuel pump will exceed the parking requirement for the proposed use.

d. There are adequate provisions for water, sanitation, and public utilities and services to ensure public health and safety.

Response: The project site is already being served by water, sewer, public utilities, as well as served by the City of Highland Fire and Police Departments. There are adequate provisions for water, sanitation, and public utilities and services to ensure public health and safety.

e. The proposed use will not be detrimental to the public health, safety, or welfare, or materially injurious to properties and improvements in the vicinity.

Response: The establishment of a convenience store and fueling station in this portion of the city will not be detrimental to the public health, safety, or welfare, or materially injurious to properties and improvements in the vicinity. Adequate measures have been proposed to offset the reduction of onsite landscaping and parking availability has been exhibited on the proposed site plans. The conditions of approval have been provided to ensure compliance with applicable development policies and standards within the city.

f. The proposed use would not result in a significant effect on the environment.

Response: The proposed convenience store and fueling station is not expected to have a significant impact on the environment. Per CEQA Guidelines, this project is Categorically Exempt from environmental proceedings pursuant to Section 15301, Class 32, In-Fill Developments, of the California Environmental Quality Act (CEQA) Guidelines, since:

(a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.

(b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses.

(c) The project site has no value as habitat for endangered, rare or threatened species.

(d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.

(e) The site can be adequately served by all required utilities and public services.

4. Based on the Findings of Fact set forth above, the Planning Commission approves Conditional Use Permit (CUP 20-003) to redevelop an existing 5,800 square foot commercial building into a convenience store and the addition of a covered fueling station facility with fuel pumps on a 0.48 acre parcel located at 8020 Palm Avenue.

C. ADOPTION OF RESOLUTION.

The City Clerk shall certify to the adoption of this Resolution and shall cause the same to be published or posted in the manner prescribed by law.

Exhibit 1 attached provides the Conditions of Approval for the project.

PASSED, APPROVED, and **ADOPTED** this 19th day of January, 2021.

ATTEST:

Randall Hamerly, Chairman
Planning Commission

Lawrence A. Mainez
Community Development Director

STATE OF CALIFORNIA)

COUNTY OF SAN BERNARDINO)

CITY OF HIGHLAND)

I, Camille Goritz, Administrative Assistant III of the City of Highland, California, do hereby certify Resolution No. 2021-002 was duly and regularly adopted by the Planning Commission of the City of Highland, California, at a regular meeting thereof held on the 19th day of January, 2021, by the following vote:

AYES: Amaya, Hamerly, Sutorus, Thomas

NOES: Miller

ABSTAIN:

ABSENT:

Camille Goritz, Administrative Assistant III

Exhibit 1:

Conditions of Approval

CITY OF HIGHLAND
PLANNING DIVISION CONDITIONS OF APPROVAL

Date:	January 19, 2021
Applicant:	Ghulam Sarwar
Project No:	Conditional Use Permit (CUP 20-003)
Proposal:	Conditional Use Permit (CUP 20-003) to redevelop an existing 5,800 square foot commercial building into a convenience store and the addition of a covered fueling station facility with fuel pumps on a 0.48 acre parcel located at 8020 Palm Avenue.
Location:	8020 Palm Ave Highland, CA 92346 Southwest corner of Palm Avenue and 5th Street Assessor's Parcel Number: 1192-641-01

PLANNING CONDITIONS

These conditions of approval represent the Planning Division's conditions of approval and are meant to be one part of overall conditions of approval that may include, Engineering, Building and Safety, Fire Department, and other agency conditions of approval.

The conditions below are continuing conditions. Failure of the Applicant and/or operator to comply with any or all said conditions at any time shall result in the revocation of this permit granted to use the subject property.

1. This Conditional Use Permit shall become null and void:
   a. Unless all conditions have been complied with and the occupancy or use of the land or structures authorized by this conditional use permit have occurred within thirty-six (36) months from the approval date of this conditional use permit, this conditional use permit shall expire and be null and void without further action by the City of Highland.

   b. Where circumstances beyond the control of the Applicant cause delays which do not permit compliance within the time limitation established in this Section, the Planning Commission may grant an extension of time for a period of time not to exceed an additional thirty-six (36) months. An application for an extension of time must be set forth in writing, stating the reasons for the extension, and must be filed with the Planning Division a minimum of thirty (30) calendar days prior to the expiration of the conditional use permit. Such application shall be filed together with the City's processing fee, as established by the City Council.

2. This Conditional Use Permit is for the redevelopment of an existing 5,800 square foot commercial building into a 1,750 square foot convenience store, a covered fueling station facility with fuel pumps, and a 1,450 square foot attached storage room and an adjacent 2,600 square foot storage facility.

   a. The approval of the Conditional Use Permit is only applicable to the proposed use.

   b. The Site Plan, Landscape Plan, and approval of the fuel canopy in regard to the size and shape and other design features will be determined by the future tenant and will be approved by the Planning Commission upon submittal of a Design Review Application at a later date. Said Design Review Application shall be approved prior to the issuance of any building permits related to the subject Conditional Use Permit.

3. All "convenience store" business activity shall be conducted within the 1,750 square foot store area. No outside displays and/or vending shall be permitted on the property.

4. All permanent parking areas shall be paved and permanently maintained with asphalt or concrete and designated with clearly painted lines. The number of parking spaces, including disabled parking, shall comply with the requirements of the City's Municipal Code. A minimum of ten (10) parking stalls is required on-site (Parking Requirement = 1 space / 250 sf for commercial use. 1 space / 1,000 sf for storage facility use).

5. The applicant shall construct a prominent decorative corner statement at the Palm Avenue and 5th Street intersection. The corner statement shall incorporate design features such as stones, wrought iron accents, and a "City of Highland" logo/scripture. Final design shall be approved by the Planning Commission and be completed prior to the release of occupancy for the convenience store by the Building Official.

   a. The decorative corner statement shall have a minimum height of 3 feet and a maximum height of 5 feet.

   b. The decorative screening wall shall span the full length of the Palm Avenue frontage and the full length of the 5th Street frontage, excluding drive approaches and line of site setbacks as determined by the City Engineer.

   c. Wrought iron accent railing/fencing shall be placed atop the decorative screening wall along the Palm Avenue and 5th Street frontage.

   d. If the wall behind the intersection curb ramp is enhanced, then the landscape directly in front of the "City of Highland" logo/scripture should be low-growing and clear of trees / palms.

6. Landscape planting at frontage areas along Palm Avenue and 5th Street shall include plant massings in layers of at least three different shrub and groundcover species. Clumping Gazanias can remain as a uniform species massing in front of the intersection-facing "City of Highland" signage but shall be supplemented with additional plant species in all other planter areas along the frontage.

7. Fan Palms shall be installed with trunks skinned to a clear height of 8 feet minimum above finished grade.

8. Materials, textures, colors, and design of all walls shall be compatible with on-site development and adjacent properties. No wall higher than three feet in height shall be constructed within five feet of a driveway entrance or vehicle access way which opens onto a street or alley. Walls shall be constructed so as to ensure a clear cross view of pedestrians on the sidewalk, alley, or elsewhere by motorists entering or exiting the parcel. (Line of sight triangle as approved by City Engineer).

9. The site shall be entirely paved, as approved by the Planning Commission, except for buildings and landscaping.

10. Provide a public restroom which is accessible to the general public and physically disabled during all hours the service station is open to the public.

11. Trash enclosure shall be screened on at least three sides from public view by a solid wall not less than five feet in height. Permanent opaque panel gates shall be installed on all openings to the trash enclosure and meet the design criteria established by the public services division.

    a. All trash shall be deposited in the trash area and the gates leading thereto shall be maintained in working order and shall remain closed except when in use.

12. Obtain all required building/occupancy permits from the Highland Building and Safety Division.

13. The Applicant is responsible for implementing all conditions of approval to the satisfaction of the Community Development Director, City Engineer, Fire Department, and Police Department. No final inspection or clearances shall be given until all conditions are met. Each condition of approval is separately enforced, and if one of the conditions of approval is found to be invalid by a court of law, all the other conditions shall remain valid and enforceable.

14. Revisions, modifications, and/or deletions to the approved plans shall be submitted to the Planning Division for review and approval. Revisions, modifications and/or deletions may require additional review by the Planning Commission.

15. In compliance with the Highland Municipal Code, the Applicant/Owner shall agree, at his/her sole cost and expense, to defend, indemnify, and hold harmless, the City, its officers, employees, agents, and consultants, from any claim, action, or proceeding brought by a third-party against the City, its officers, agents, and employees, which seeks to attack, set aside, challenge, void, or annul an approval of the City Council, Planning Commission, or other decision-making body, including staff, concerning this project. The City may, at its sole discretion, participate at its own expense in the defense of any such action but such participation shall not relieve the Applicant/Owner of his/her obligations under this condition.

16. The Applicant and Owner of the property shall submit to the Planning Division written evidence of agreement with all conditions of this approval before the approval becomes effective.

17. Prior to issuance of a certificate of occupancy and/or final inspection for the fueling station facility by the City, all landscaping, irrigation or other construction shown on the approved landscaping and irrigation plans, shall be installed and approved by the City's Landscape Architect.

18. All parking spaces shall be provided with nighttime security lighting. Lighting must be shielded and directed to reflect away from neighboring properties. Lighting shall not exceed 0.5 foot candles of illumination beyond the property boundary, as approved by the Planning Commission.

19. The future sale of alcoholic beverages onsite shall require the approval of a separate Conditional Use Permit (Highland Municipal Code, Title 16, Chapter 16.24, Table 16.24.030.A (C.47)).

20. Development Impact Fees shall be paid in accordance with City Policy

City of Highland, **FIRE PREVENTION DIVISION,** Conditions of Approval.

DATE : May 13, 2020

DESCRIPTION : New Fueling Station

ADDRESS : 8020 Palm Avenue

SITE LOCATION : SouthWest corner of Palm Avenue and 5th Street

FILE / INDEX No.: CUP 20-003

A tiered level of mitigation options has been developed and listed below are the systems and/or modifications required for your project. Compliance of the following items are a condition of **FINAL OCCUPANCY APPROVAL**. These conditions are required as acceptable solutions to the adverse fire conditions impacting firefighting and emergency operations accompanying the site/area. They will either assist in detection and extinguishment of the fire and/or facilitate the anticipated emergency operations.

This project is protected by the City of Highland Fire Department / Cal-Fire / California Department of Forestry and Fire Protection. Prior to any construction occurring on any parcel, the applicant shall contact the city of highland fire marshal office for verification of current fire protection development requirements. All new construction shall comply with the currently adopted California Fire Code and all applicable statutes, appendices, codes, ordinances, standards and policies of the City of Highland Fire Department/ Fire Prevention Division / Cal-Fire / California Department of Forestry and Fire Protection.

Fire Department Review of all projects is required.

ALL CONSTRUCTION (New and renovations to existing) SHALL COMPLY WITH THE CALIFORNIA FIRE CODE Along with amendments as adopted within the Highland Municipal Code (Ord. #411).

Note: All weather access roads (CFC) and fire hydrant/water system installations shall be in place, inspected and approved, **PRIOR** to combustible material being brought on site.

GENERAL.

1. **HF31:** Approved fire hydrant pavement markers (blue dots) shall be installed at every hydrant.

2. **HF51:** The main electrical panel and all sub-panel(s) shall be labeled on inside cover for all circuits. **CEC**

3. **HF55:** Commercial exit requirements:
   A. Required exit doors shall be maintained in an operable condition at all times
   B. Required exit doors shall swing outward and away in the direction of exit travel.
   C. Obstructions shall not be placed in the required width of an exit. Exits shall not be blocked or locked shut or obstructed in any manner during business hours.
   D. Exit paths shall be illuminated when structure is occupied.
   E. Exit path illumination shall be supplied from two (2) sources of power when occupant load is one hundred (100) persons or more.
   F. When exit way/exit pathway and/or exit doorway is not easily identified, additional exit signs shall be installed.

4. Exit signs shall be internally or externally illuminated by two lamps or shall be of the self-luminous type. **CFC; CBC**

5. **HF60:** Additional plans for access, fire safety systems, fire lanes and signage, gates, storage, or other special conditions may be requested for review, conditioning and approval by the fire marshal.

6. **HF56:** All flammable and combustible liquid storage and dispensing shall be in accordance with applicable sections of the **CFC, T-19** and city codes and ordinances.

7. **HF48:** A class "A" roof covering structure with "bird stops" shall be installed.

ACCESS:

8. **HF7:** Fire department **access** roads shall meet the fire dept. minimum unobstructed width of twenty (20) feet. (twenty-six (26) feet within FR-1&2 zones). **This standard shall not lessen other agency requirements.** Access roads shall be paved (asphalt/concrete) and in place **prior** to delivery of combustible building materials on site. Roads shall be designed and constructed to meet adopted city standards. **CFC**

9. **HF8:** All access roads, public, private streets and residential driveways shall maintain a minimum vertical clearance of thirteen (13) feet-six (6) inches. **CFC**

10. **HF11:** Fire department access roadway(s) and/or public/private street(s) exceeding one hundred fifty (**150**) feet in length shall provide an approved turn-around at the terminus (**cul-de-sac**). Minimum radius shall be **not less than forty (40)** feet. Or as approved by the fire marshal. Cul-de-sacs providing access

to perimeter emergency access roads shall have a minimum radius of forty four **(44)** feet. **CFC / APPENDIX D, SBCO TRANSPORTATION STD**

11. **HF12:** Fire department access roadway(s); public/private street(s) and driveways shall not exceed 12% grade. **CBC / APPENDIX D, HMC**

12. **HF13:** Fire department access roadway(s); shall extend to within one hundred fifty (150) feet of and shall give reasonable access to all portions of the exterior walls of the first story of any building.
    An access road, approved by the fire dept., shall be provided to within fifty (50) feet of all structures when the natural grade between access road and structure is in excess of 30%.
    Where an approved access road cannot be provided, a fire protection system shall be required and approved by the fire department. **CFC**

13. **HF24:** "NO PARKING – FIRE LANE" signs shall be posted at locations designated by fire marshal. Fire lane curbs shall be painted red, with white letters stating, "NO PARKING – FIRE LANE" on top, not face. **CFC - APPENDIX D**

14. **HF54:** commercial and industrial structures-occupancies and gated complexes shall have a "**KNOX BOX**" system installed on the exterior of the building(s) or complex. location of device to be determined by the fire department. The box shall contain keys necessary to gain access and may contain pre-plans and MSDS information as required by the fire department. New and existing multi-tenant commercial buildings shall provide a 'KNOX' box large enough to contain keys to access each individual tenant space. Installation location(s) to be determined by the fire marshal. The box shall contain clearly marked keys to each tenant space or other areas as determined by the fire marshal. **CFC**

WATER:

15. **HF25:** Minimum required fire flow, as determined by i.s.o. formula, is as follows: **COMMERCIAL**; GPM = 3000; at 20 psi residual; for 3 hour duration.
    System shall be looped with minimum eight (8) inch mains; six (6) inch laterals, six (6) inch risers; six (6) inch dia. Hydrants with two 2 ½" outlet(s) and one 4" outlet. **CFC APPENDIX B AND C**

Note: Hydrants shall meet EVWD standards.

16. **HF29:** Fire hydrant spacing shall be:
    Commercial retail: 300 FEET
    CFC / APPENDIX B AND C.

Note: Existing fire hydrants (off-site) can be included if they meet spacing requirements. Hydrants shall not be located at the 'bulb' end of cul-de-sacs.

17. **HF27:** Applicant-developer shall provide a letter from the water company serving the project-development, verifying financial arrangements have been made and bonded for the required water improvements. **CFC**

18. **HF28:** Fire hydrants shall be installed, inspected and operational as per approved water system delivery plans **prior** to any framing, construction or delivery of combustible materials to project site. **CFC / CFC**

19. **HF30:** Private, on site fire hydrant(s) – yard hydrant(s)- capable of supplying required fire flow shall be installed at location(s) identified by the fire department. System shall be looped with minimum eight (8) inch mains; six (6) inch laterals, six (6) inch risers; six (6) inch dia. hydrants with one 2 ½" outlet and one 4" outlet. **CFC / APPENDIX B AND C**

20. **HF38:** Approved fire hydrant(s) capable of supplying required fire flow, shall be provided to all premises upon which facilities, buildings or portions of buildings are constructed or moved within the jurisdiction. When any portion of the facility or building protected is in excess of 150 feet from a fire hydrant on a public street, as measured by an approved route around the exterior of the facility or building, additional fire hydrants or on-site fire hydrants, meeting the required fire flow, shall be provided. **CFC APPENDIX B AND C**

ADDRESSING – IDENTIFICATION:

21. **HF21:** **Commercial** and **multi-family residential** address numbers shall be displayed on all **new and existing** structures in such a manner as to be plainly visible and legible from the access roadway or street. Numerals shall be of a contrasting color to the building and electrically illuminated.
Minimum size of the numerals shall be **8"** height, 3/4" stroke, or as approved by the fire marshal.
Industrial occupancies shall have address numbers of 12" height, 1" stroke and shall be electrically illuminated so as to be visible and legible from access roadway or street.
Note: Depending on height and setback of a building, larger numerals may be required and at additional locations on the building, as determined by a case-by-case review.
HMC

22. **HF22:** Commercial-retail structures with rear access shall display address numbers on rear entry doorways, **4"** in height, 1/2" stroke, on contrasting background. **CFC**

FIRE PROTECTION & ALARM SYSTEMS:

23. **HF36:** Automatic fire sprinklers shall be installed according to NFPA 13 and fire dept. requirements. Submit three (3) sets of shop plans with material cut sheets and hydraulic calculations, indicating the type of occupancy, type of materials to be stored (if any), for fire dept. review and approval prior to any installation. Submit copy of California C-16 license. CFC; CBC; HMC

24. **HF37:** Automatic fire sprinkler control devices (P.I.V & O.S.&Y.) Shall be visible from fire dept. access roadway, and identify system being controlled and address of structure.

25. Fire Dept. Connection (FDC) shall be located no closer than forty (40) feet and not to exceed one hundred fifty (150) from structure. Required public fire hydrant shall have a maximum distance from FDC of thirty (30) feet. FDC shall identify address and system of structure being protected. CFC

26. **HF39:** An automatic fixed fire extinguishing system (UL-300) shall be installed in the hood and duct system of commercial cooking equipment. Three (3) sets of shop plans with material cut sheets and calculations shall be submitted to fire department for review and approval prior to installation. CFC

27. **HF41:** A minimum of one 2A-10BC fire extinguisher shall be installed for each 3,000 sq.ft. of floor area. Travel distance to any one fire extinguisher shall not exceed 75 feet. Additional fire extinguishers, size and class to be determined by fire department, may be required. Fire extinguishers shall be serviced bi-annually and shall have a current State Fire Marshall service tag attached. Fire extinguishers are to be serviced every two years and inspected & tagged every year. **CFC**; **NFPA**

28. **HF60:** California Fire Code, **FIRE SAFETY DURING CONSTRUCTION AND DEMOLITION**, shall apply to this project. it is the responsibility of the project manager to meet with the fire marshal to discuss requirements specific to this project.

29. **HF62**: Additional plans for access, fire safety systems, storage or other special condition may be requested for review, conditioning and approval by the fire marshal.

30. **HF63**: Submit to fire marshal's office: **one copy** of building and/or structure plans for fire department review.

Craig Sanchez, Fire Marshal
City of Highland Fire Prevention
(909) 864-8732 x 248

City of Highland

Engineering Department
Conditions of Approval
CUP 20-003
8020 Palm Avenue - SWC Palm Avenue and 5th Street

A –
B – Required Prior to Building Permit/Construction
C – Required Prior to Occupancy
D – Ongoing
E – Required Prior to Grading Permit
* – Non-Standard Conditions

E 1. Submit a preliminary soils report, prepared by a licensed Geotechnical Engineer, for review and approval by the City Engineer. Comply with the recommendations contained in the report and any amendments thereto as approved by the City Engineer.

E 2. Submit rough and/or precise grading plans to the City Engineer for review and approval. Comply with the City of Highland grading standards as shown on the Grading Plan Checklist.

E 3. Design grading and on-site improvements to drain the entire site to the proposed underground infiltration basins. Construct a curb outlet structure at the southwest corner of the site to convey storm flows in excess of the capacity of the underground infiltration basins to Fifth Street.

E 4. Submit structural design and location for any required retaining walls for review and approval by the City Engineer. Install concrete v-ditches at the back of retaining walls in accordance with the Grading Plan Checklist.

E 5. The grading and landscaping plans must comply with the City's clear sight triangle criteria at public street intersections and at private driveways. Walls, fencing, monument signs, slope, and landscaping, within the clear sight triangle, must not exceed thirty inches in height measured from the flowline of the street, unless a sight distance analysis that demonstrates sight distance is adequately maintained is submitted to and approved by the City Engineer.

E 6. Submit an erosion control plan to minimize potential increases in erosion and sediment transport during construction activity for City Engineer approval. Place erosion control measures during or after grading work as required by the City Engineer.

E 7. Design short term erosion control in accordance with Best Management Practices such as, silt fencing to control the site perimeter, and straw bale barriers, sand bag

barriers, rock filters or sediment basins to control internal erosion, or other methods to stabilize disturbed areas, as approved by the City Engineer.

D 8. Implement dust control measures during construction activities including, but not limited to, daily watering of construction area as frequently as necessary during active and inactive periods, utilizing soil emulsions, limiting construction vehicle speed to 15 miles per hour, stabilizing construction entrances to prevent trackout of sediments, and street sweeping.

B 9. Submit original wet signed and stamped rough grading certifications from the soils engineer and the grading engineer, along with compaction reports, to the City Engineer.

C 10. Submit original wet signed and stamped final grading certification from the grading engineer, to the City Engineer.

STREET IMPROVEMENTS

C* 11. Remove the existing sidewalk and curb and gutter on Palm Avenue and Fifth Street necessary to construct new driveway approaches at the project entrances. Remove the existing driveway approaches that will not be used and construct curb and gutter and a 6-foot curb adjacent sidewalk.

C 12. Install traffic control signs and pavement markings with locations and types as approved by the City Engineer.

C* 13. Make a cash payment, or submit an alternative financial commitment, to guarantee the design and construction of a raised landscaped median across the 5th Street project frontage, as approved by the City Engineer.

E 14. Design public improvements including sidewalk, drive approaches, and access ramps in accordance with all requirements of the State of California Accessibility Standards, Title 24 California Administrative Code. Truncated domes shall be dark gray Armor-Tile Cast in Place System manufactured by Engineered Plastics, Inc.

WATER QUALITY/DRAINAGE

E 15. Obtain approval by the City Engineer of a Final Water Quality Management Plan (F-WQMP), prepared in accordance with the City's National Pollutant Discharge Elimination System (NPDES) permit requirements in effect at the time the Preliminary Water Quality Management Plan was approved unless subsequent City NPDES permits require otherwise. The F-WQMP shall (1) be prepared, signed, and sealed by a licensed Civil Engineer, (2) include Site Design Low Impact Development and Source Control Best Management Practices (BMPs) appropriate for commercial development, (3) include a BMP implementation, operation, and funding mechanism, and (4) be certified by the property owner. The property owner shall also enter into a Stormwater BMP Transfer, Access, and Maintenance Agreement with the City on the City form. Include a copy of the recorded agreement in the F-WQMP. Construct BMPs in accordance with the approved F-WQMP.

E 16. Submit two (2) sets of WQMP BMP Exhibits with a "WQMP BMP As-Built Certificate" wet signed and sealed by the Engineer of Record. The Certificate shall state:

"I hereby certify that the Water Quality Management Plan Best Management Practices have been constructed under my supervision in accordance with the approved plans and are functional to the best of my knowledge."

E 17. Prepare and submit a hydrology study to determine storm runoff quantities generated by the site. Construct on-site features to drain the site, via gravity flow, discharging to 5th Street post water quality treatment via an undersidewalk drain. Include hydraulic calculations to determine the size, locations and type of all drainage pipes, inlets, and catch basins.

E* 18. The proposed pretreatment system (Contech CDS or approved equal) shall be sized with a treatment flow capacity equal to or greater than the 100-year, 1-hour peak flow rate.

E* 19. The existing roof drains shall be retrofitted to connect to the proposed on-site storm drain system. The proposed pump canopy roof drains shall be collected in a pipe that will direct flows through the proposed grated inlet and through the pretreatment system.

D* 20. Two infiltration tests using a double-ring infiltrometer shall be conducted during construction once the excavation for the underground infiltration system is complete to confirm the design infiltration rate. After obtaining the results fro the tw test, the Engineer and Geotechnical Engineer shall determine if additional testing is required.

MAP/DEDICATION/ANNEXATION

C* 21. Dedicate a landscape easement across the Palm Avenue and Fifth Street frontages as approved by the City Engineer.

C* 22. Apply to the City to annex the project into the City's Landscape Maintenance District for maintenance of the 5th Street future median landscaping across the project frontage. Submit a ballot to the City agreeing to the annexation and amount of assessment. Future landscaping in the median will be maintained by the City utilizing LMD revenue.

C* 23. Apply to the City to annex the project into the City's Consolidated Landscape and Lighting District (LMD) for potential City maintenance of parkway and frontage landscaping along Palm Avenue and Fifth Street. Sign a ballot prepared by the City agreeing to the annexation and amount of assessment, which will include a one-time assessment to install a water meter, an electric meter and pedestal, a backflow device and enclosure, a controller and pedestal, and an ongoing assessment for maintenance of parkway and frontage landscaping. Parkway and frontage landscaping shall be maintained by the property owner. The City will maintain the parkway and frontage landscaping utilizing LMD revenue only if the City determines that adequate maintenance is not being provided by the property owner.

FEES/PERMITS

D 24. Pay appropriate engineering fees for assessment district annexation, plan check, hydrology study review, water quality management plan review, retaining wall calculation review, on-site and off-site inspection, utility excavation permits, GIS map plan update, microfilming and storage of maps and plans, and other required fees.

E 25. Post a deposit for erosion control based on an estimate of the cost to perform the erosion control work prepared by the project engineer as approved by the City Engineer. The deposit shall not be released prior to completion of all on-site construction.

B 26. Obtain a permit from engineering prior to any on-site construction or construction within the City's right-of-way.

UTILITIES/CONSTRUCTION

C 27. Provide each building within the project with **necessary** underground wet and dry utility services including water, sanitary sewers, gas, electric, telephone, internet, and cable TV.

C 28. Install electric burd transformers, and telephone, cable television, and internet enclosures underground whenever the underground installation is an available option offered by the utility companies. If the underground installation is not an available option and utility enclosures must be installed above ground, install the above-ground utility enclosures and any flush mount utility enclosures at locations where construction of retaining walls will not be necessary for compliance with the setback requirements of the utility companies.

D 29. Install construction fencing and screening in accordance with Building and Safety Division Policy 335.

C 30. Reconstruct public improvements damaged or removed during construction and/or installation of underground utilities, as approved by the City Engineer. Construct pavement repair, which may include A.C. overlay, T-cut trench repair and/or slurry seal, across all or a portion of damaged pavement as determined by the City Engineer.

B 31. Destroy any abandoned wells on the property or similar structures that might result in contamination of underground waters in a manner approved by the City Engineer.

B 32. All underground structures, except those to be retained for use in the development, must be removed, broken in, or backfilled, as approved by the City Engineer.

C 33. Submit "Record Revisions" to construction plans which reflect the improvements as constructed, and any changes made during construction of public improvements such as streets, storm drains, parks, trails, public landscaping, etc. Provide original mylars and AutoCAD files.

D 34. Comply with the City's Public Works Policies, Procedures and Standards prevailing at the time of permit issuance.

Building and Safety Division Conditions of Approval

Date:	12/29/2020
Applicant:	Ghulam Sarwar
Applicant Address:	5052 Westmont St. Riverside, Ca 92507
Site Location:	8020 Palm Ave.
Phone:	951-536-0786
APN:	1192-641-01-0000

1. Please provide the following construction plans and documents listed below for review of the proposed project. The initial plan review time will take two weeks on most projects. The applicant will receive a plan review number at the time plans are submitted for Building & Safety's plan review. This plan review number is needed to obtain information regarding your project.

    (3) Architectural Plans
    (3) Structural Plans
    (3) Structural Calculations
    (3) Plot/Site Plans
    (3) Electrical Plans
    (3) Electrical Load Calculations
    (3) Plumbing Plans/Isometrics
    (3) Mechanical Plans
    (3) HVAC Duct Layout Plans
    (3) Roof and Floor Truss Plans
    (3) Title 24 Energy Calculations
    (3) Geology Report
    (3) Soils Report
    (3) Precise Grading Plans
    (3) Site Disabled Access Plan
    (3) Condition of Approval Packages - include in each plan set
    (3) Temporary Fence Plan
    (1) Approved Health Department Plans

2. All structures shall be designed in accordance with the current version of the California Building Codes, including the California Green Building Standards Code. Design all structures to comply with Seismic Design Category D, wind speed 96 MPH, at exposure "C", and Energy Climate Zone 10.

3. Building and Safety does not release all meters until final approvals are obtained from all agencies and departments. Policy 295.

4. It has come to the Cities attention that premature failures have occurred in copper piping when used within the City of Highland, particularly east of City Creek. Property Owners, Contractors and Developers are advised to analyze soil and water compositions when considering the type of pipe material to be utilized. City staff makes no recommendations on which Plumbing Code approved products or methods to utilize, this is the responsibility of the property owner or contractor. Alternate unapproved code materials may be submitted for City approval at the time of plan submittal.

5. The Developer/Owner is responsible for the coordination of releasing any Deferral of Development Impact Fees or Bonds after such fees have been paid. The Developer/Owner should be aware, once the deferral notice is sent to the San Bernardino County Recorder's Office; the release process takes two to three weeks. This process will delay final Certificates of Occupancy.

6. The Developer/Owner is responsible for the coordination of the final occupancy. The Developer/Owner shall request clearances from each department and/or agency at least two weeks prior to requesting a final building inspection from Building and Safety. Each agency shall sign the Building and Safety Job Card and provide a copy of the signatures to Building and Safety at the time a final inspection is requested.

7. Projects requiring County Health and/or San Bernardino Environmental Control, such as food services or interceptors, need to obtain those permits prior to building permit issuance.

8. Building and Safety inspection requests can be up until 4:00 pm in advance for the next day inspection. Calls that are received after 4pm will be scheduled two days from the request. Please contact (909) 864-2136, Ext 228.

9. A security fence with screening shall protect all construction sites. The fencing and screening shall be maintained at all times to protect pedestrians.

10. On site toilet facilities shall be provided for construction workers and such facilities shall be maintained in a sanitary condition. Construction toilet facilities of the non-sewer type shall conform to ANSI ZA.3 and on site per NPDES stormwater requirements.

11. All construction materials, which are not used, shall be recycled pursuant to the requirements set forth by Ordinance No. 269. Receipts from the recycle company responsible for picking up the materials shall be kept in the construction office. After the construction is complete and before final occupancy, the trash receipts shall be forwarded to the City Public Services division.

12. Construction projects, requiring temporary electrical power, shall obtain an electrical permit from Building and Safety. No temporary electrical power will be granted to a project unless the following item is in place and approved by Building and Safety and the Planning Division.

    a) Installation of a construction trailer through the "Temporary Occupancy Permit", alternatively, a security fenced area where the electrical power will be located. Installation of construction/sales trailers must be located on private property. No trailers can be located in the street unless a permit from the Engineering Department is obtained.

13. Prior to the issuance of Building Permits, on site water service shall be installed and approved by the responsible agency. On site fire hydrants shall be approved by the Fire Department. No flammable materials will be allowed on the site until the fire hydrants are established and approved. No flammable construction materials shall be placed on the site without approvals by the Fire Department. All street and access roadways around the project shall be paved for emergency response vehicles before flammable materials are placed on the project.

14. Construction projects requiring fire permits must apply and submit fire plans prior to the issuance of the building permit, including fire sprinkler submittals.

15. Prior to issuance of permits, site-grading certifications and compaction reports shall be submitted to Building and Safety or Public Works, as applicable.

16. Prior to issuance of building permits, provide a receipt from the appropriate Unified School District stating that all school fees have been paid. (Redlands or San Bernardino Unified School Districts)

17. All construction projects shall comply with the NPDES Stormwater Best Management Program. Prior to building permit issuance submit copy of the Water Quality Management Program Report. (WQMP)

18. Prior to final inspection, provide Building & Safety with a flash disk of the approved plans and documents.

19. Site development and grading shall be designed to provide access to all entrances and exterior ground floor exits and access to all paths of travel. All route(s) of travel shall comply as accessible route(s) of travel.

20. The City enforces the State of California provisions of the California Building Code disabled access requirements. The Federal Americans with Disabilities Act (ADA) standards may differ in some cases from the California State requirements, therefore it is the building owner's responsibility to be aware of those differences and comply accordingly.

Attachment 2:

Planning Commission Minutes

from January 19, 2021

MINUTES
PLANNING COMMISSION REGULAR MEETING
January 19, 2021 – 6:00 P.M.

This meeting was conducted as a video conference meeting in a remote location. All votes during the meeting were conducted by roll call.

CALL TO ORDER

The regular meeting of the Planning Commission of the City of Highland was called to order at 6:04 p.m. by Chair Hamerly through video conference.

Present:	Chair	Randall Hamerly
	Vice Chair	Chandra Thomas
	Commissioner	Edward Amaya
	Commissioner	Jarrod Miller
	Commissioner	Jessica Sutorus

Staff Present: Lawrence Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Ash Syed, Associate Planner
Carlos Zamano, City Engineer
Matt Bennett, Assistant Public Works Director
Camille Goritz, Administrative Assistant III

The Pledge of Allegiance was led by Chair Hamerly

CALL TO ORDER

Pledge of Allegiance

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

None

CONSENT CALENDAR

1. Minutes from the December 15, 2020 Regular Meeting.

A MOTION was made by Vice Chair Thomas, seconded by Commissioner Miller, to approve the minutes as amended. Motion carried on a roll call vote, 5-0

PUBLIC HEARING

2. City of Highland Active Transportation Plan (ATP): a comprehensive plan for the network of trails, bike lanes, sidewalks, and other elements to support safe walking and bicycling in the City [*continued from the December 15, 2020 Planning Commission meeting*].

Chair Hamerly opened the public hearing.

Samuel Zneimer, Applicant presented the Active Transportation Plan (ATP) presentation.

Commissioner Miller stated I appreciate the effort on the green infrastructure and the new language added. To maintain pervious pavement typically only requires street sweeping and it would be my assumption that within the city's right-of-way within those streets are already being swept, so there is a maintenance mechanism. Would it be safe to say within the city's right-of-way that there is a long-term maintenance mechanism in place for street sweeping?

City Engineer Zamano stated you are correct. The city does street sweeping on a weekly basis, so your statement is accurate.

Chair Hamerly stated I do appreciate the splitting in the maps into the east and west segments. It makes them a bit more legible. The only additional recommendation in terms of scaling is to use a landscape orientation on the page, it would increase the legibility. The use of higher contrast colors on some of the maps especially the yellow is difficult to locate on the map. Primary colors or higher contrast colors would really help the map. Lastly, on the vision section some of the goals and objectives talk about providing more access for all people of all ages and abilities to the ATP network, one of the suggestions I would make is increase bike ownership. I think that would help the utilization especially in the west end of the city where the residents are not a walkable distance.

Samuel Zneimer stated there are programs and I will look into it further.

Chair Hamerly stated there was a program a while ago I believe it was through LA County Sheriff's Department, they were refurbishing stolen bicycles that were not reclaimed and distributing them to school aged children within the city. I am not sure if there is a similar program in this area, but it was a highly effective program at the time.

Vice Chair Thomas thanked Samuel Zneimer for his presentation.

Chair Hamerly closed the public hearing.

A MOTION was made by Commissioner Miller, seconded by Commissioner Amaya, to approve:

1. Adopt Resolution No. 2021 – 001, recommending the City Council approve and adopt the City of Highland Active Transportation Plan (ATP), and direct Staff to file a Notice of Exemption with the County Clerk of the Board.

Motion carried on a roll call vote, 5-0.

RESOLUTION NO. 2021-001

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, RECOMMENDING THE CITY COUNCIL ADOPT THE ACTIVE TRANSPORTATION PLAN OF THE CITY OF HIGHLAND AND MAKING FINDINGS IN SUPPORT THEREOF.

3. Conditional Use Permit (CUP 20-003) to redevelop an existing 5,800 square foot commercial building into a convenience store and the addition of a covered fueling station facility with eight (8) fuel pumps on a 0.48-acre parcel. (8020 Palm Ave)

Chair Hamerly opened the public hearing.

Associate Planner Syed presented the staff report.

Commissioner Amaya stated it looks like a tight fit with eight pumps and the parking. Is there enough room when you pull out in the front as well as backing out?

Associate Planner Syed replied there is enough space for cars to back out.

Commissioner Miller asked if it was the intent to allow the runoff from under the fuel canopy?

Bernie Mayer, Engineer for the applicant, stated that is correct, you can see on the site plan there is a V-shaped gutter that goes around the canopy that will go into an inlet and be treated in the Water Quality Management Plan (WQMP) device before it exits to site.

Commissioner Miller stated his concerns. That usually drains to a dead-end sump, typically in the middle so if there are any spills or any contamination it is retained on site without infiltrating in the ground. There is an active cleanup site just 500 feet away that has contamination plumes that are existing and have not been cleaned up. Across the street where the ARCO gas station is also a leaking underground storage leaks (LUST) site with previous contamination and cleanup. Was there any consideration for the potential impact on some of the surrounding existing contamination as it relates to a proposed infrastructure?

Bernie Mayer stated there was not a study done in that regard. We could certainly be willing to address that concern and provide a proper treatment device for the canopy area.

Commissioner Miller stated I would like to see a change before I could support a project given the current site layout.

Vice Chair Thomas stated I read on the plans there was a preliminary WQMP.

Assistant Public Works Director Bennett stated the dead-end sump is a typical feature as Commissioner Miller pointed out. I do not see that detail in the site plan in front of me. The second condition did not come through in conversation regarding the plan check potential issues. This one would put a hold on the potential use of underground infiltration, not a lot of room for many other options.

Community Development Director Mainez stated the water quality component is handled at staff level. We are asking the Planning Commission tonight is to look at the use of the project.

Chair Hamerly asked this application only for use, it does not have any design component to it?

Community Development Director Mainez stated yes, it is a conditionally permitted use. That basically means for the Planning Commissioners that it is a preferred use, but for some reason that particular use that is listed on the table may have some impacts that need to be mitigated or conditioned.

Chair Hamerly stated even though we have a landscape and site plan we are not reviewing or approving those elements tonight?

Community Development Director Mainez stated yes, that is correct. These are all conceptual.

Vice Chair Thomas applauded the applicant in their redevelopment of this property.

Chair Hamerly stated it fits much better if we have a six-pump configuration, because it either freeze up the southern end of the site for clean access for in and out or allows through access from the north end of the site.

Bernie Mayer stated it is a compact site. We are trying to redevelop an existing facility we certainly want to make sure we address those. If the site does not function correctly it will hurt business and the viability of the site going forward. The fuel delivery can be managed in terms of the timing it is being delivered. Scaling the number of the pumps down is certainly a viable alternative that could be considered to make the site useable.

Community Development Director Mainez stated there could be potentially a significant impact for the Planning Commissioners in terms of circulation. There appears to be some conflict with the fuel truck as well. These are great discussions because it is related to the use itself. If you want to continue the item and bring it back to address the comments that we have heard tonight, that is an option.

Commissioner Amaya applauded the applicant for trying to make this project work.

Chair Hamerly stated I have not heard any concerns about whether this is a completely inappropriate use for this location. It is a question of logistics and working out some of the details, but I think we applaud the idea that this site has sat vacant for so long is trying to be reclaimed for a new viable use. If this Conditional Use Permit (CUP) and the purpose of this hearing is just to determine whether this use of this property is appropriate that is one decision. If we are not being asked to review or approve any of the exhibits specifically

that have been presented in the packet then I think a lot of the concerns I have heard by the Commissioners go away, because we know it will come back to us to review. Is the form of the motion approving the use but not the intensity and layout?

Community Development Director Mainez stated if we do approve the CUP we always associate that with some type of site plan and could be conceptual. The site plan that we have been looking at tonight is close to the intensity would entail if we were to approve the CUP tonight.

Chair Hamerly suggested the resolution that is adopted would be to redevelop an existing commercial building to a convenience store with a covered fueling station area and strike any mention of 8 fuel pumps. We are acknowledging the use without committing to a number which leaves it open.

Bernie Mayer stated the owner of this project has another service station in Yucaipa, CA. He does have experience in this type of this use, and he was instrumental in this layout which he thought would work adequately. Our preference from the applicant standpoint is if we can get the use entitle for the property, we could then work through the design issues.

Community Development Director Mainez stated just for clarification the site plan would be the attached to the CUP.

Chair Hamerly asked if there is a mechanism for separating out the use from the intensity of use?

Community Development Director Mainez stated I could not see separating the two out.

Chair Hamerly replied the way the resolution is written does reference the site plan that has been provided and the most critical component of that is the number of fuel pumps. We acknowledge there will be a convenience store in a fueling station of some sort.

Assistant Community Development Director Stater stated removing the number of pumps from the entitlement is usually out of the ordinary. We can certainly do that; however, that is the applicants desire for us to do that and if we entitle that and there is no number of pumps, is he able to market that with any sense of surety or would it be better to come back with a revised plan? My question to Mr. Mayer is will Mr. Sarwar be satisfied with a use permit that did not qualify a number of pumps?

Bernie Mayer stated if Mr. Sarwar had the approval of use which is a convenience store along with a fuel canopy without necessary approval of the number of pumps, we could work on those details moving forward. This would enable him to attract a potential tenant for it and I think we would certainly accept that flexibility.

Chair Hamerly asked that would be an acceptable solution striking the intensity use on the fuel side?

Bernie Mayer stated yes.

Chair Hamerly asked the Commissioners if they are comfortable with the course of action being considered.

Commissioner Amaya, Thomas, and Sutorus voted yes. Commissioner Miller voted no.

Chair Hamerly stated it sounds like we have a consensus that we are comfortable with the use and the details need to be worked out in the future. We have a consensus by striking the specific reference to eight pumps. At least it gives the applicant the leverage to market the property and come back with a functional workable design that includes convenience store and fueling facilities. Would that be correct?

Assistant Community Development Director Stater replied yes.

Chair Hamerly stated I am concerned with the Engineering conditions because if we adopt the CUP, we cannot strike out the eight because we are also adopting the conditions of approval. My concern is that some of those conditions of approval maybe addressing things that are not workable given some of the water quality issues.

Assistant Community Development Director Stater recommended a modification in the planning conditions.

Chair Hamerly closed the public hearing. This motion is for the use, references to fuel pumps will be stricken throughout the resolutions and the conditions of approval from the respective departments.

A MOTION was made by Commissioner Amaya, seconded by Vice Chair Thomas, to

RECOMMENDATION: Staff recommends the Planning Commission:

1) Adopt Resolution No. 2021 –002 approving Conditional Use Permit (CUP 20-003) to redevelop an existing commercial building to a convenience store with a covered fueling station area and fueling pumps, subject to the Conditions of Approval as modified and Findings of Fact; and

2) Direct staff to file a Notice of Exemption with the County Clerk of the Board of Supervisors.

Motion carried on a roll call vote, 4-1.

RESOLUTION NO. 2021 - 002

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING A CONDITIONAL USE PERMIT (CUP 20-003), TO REDEVELOP AN EXISTING 5,800 SQUARE FOOT COMMERCIAL BUILDING INTO A CONVENIENCE STORE AND THE ADDITION OF A COVERED FUELING STATION FACILITY WITH FUEL PUMPS ON A 0.48 ACRE PARCEL LOCATED AT 8020 PALM AVENUE. ASSESSOR'S PARCEL NUMBER: 1192-641-01.

ANNOUNCEMENTS

None.

ADJOURN

There being no further business, Chair Hamerly declared the meeting adjourned at 7:48 p.m.

Submitted by:

Camille Goritz, Administrative Assistant III
Community Development Department

Approved by:

Randall Hamerly, Chair
Planning Commission

Attachment 3:

Resolution No. 2021 – ____ for

Design Review Application (DRA 21-006)

RESOLUTION NO. 2021 - ____

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING A DESIGN REVIEW APPLICATION (DRA 21-006) FOR A CONVENIENCE STORE AND GAS STATION LOCATED AT 8020 PALM AVENUE. ASSESSOR'S PARCEL NUMBER: 1192-641-01.

OWNER / APPLICANT: GHULAM SARWAR

A. RECITALS

1. The Applicant filed an application with the City of Highland for a Design Review Application (DRA 21-006) for the redevelopment of an existing 5,800 square foot commercial building into a convenience store and the addition of two (2) covered fueling station canopies with ten (10) fuel pumps on a 0.48 acre parcel located at 8020 Palm Avenue.

2. On June 1, 2021, the Planning Commission of the City of Highland conducted a public hearing on the subject Application and concluded the hearing on that date.

3. All legal prerequisites to the adoption of this Resolution have occurred.

4. Pursuant to CEQA, project is Categorically Exempt from environmental proceedings pursuant to Section 15301, Class 32, In-Fill Developments, of the California Environmental Quality Act (CEQA) Guidelines, since:

(a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.

(b) The proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses.

(c) The project site has no value as habitat for endangered, rare or threatened species.

(d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.

(e) The site can be adequately served by all required utilities and public services.

B. RESOLUTION

NOW THEREFORE, it is hereby found, determined and resolved by the Planning Commission of the City of Highland as follows:

1. The Planning Commission finds that all of the facts set forth in the Recitals, Part "A" of this Resolution, are true and correct.

2. The City of Highland Planning Commission after due consideration, inspection, investigation and study made by itself and on its behalf, and after due consideration of all evidence and reports offered at said hearing, including the staff report to the Planning Commission dated June 1, 2021, which is incorporated herein by this reference, does find and determine the following facts:

   a. All necessary public meetings and opportunities for public testimony and comment have been conducted in compliance with State Law and the Municipal Code of the City of Highland.

3. Findings of Fact Design Review Application (DRA 21-006):

   a. That the proposed project is consistent with the general plan or specific plan.

      Response: The proposal includes components of a Design Review Application; a Site Plan, a Landscape Plan, and Building Elevations. The project is located within the Business Park (BP) land use designation. There is appropriate street frontage, setbacks from the right-of-way lines for each of the adjacent roadways, and onsite amenities that satisfy the site development standards for Service Stations per Section 16.44.200 of the Highland Municipal Code. The site was previously approved by the Planning Commission for a Gas Station and Convenience Store on January 19, 2021, subject to Conditional Use Permit (CUP 20-003)+.

   b. That the proposed use is in accordance with the objectives of this title, and the purposes of the land use district in which the site is located.

      Response: The proposed use is appropriate in nature and in keeping with the development standards of the Business Park (BP) classification. The site features ingress and egress from both 5th Street as well as Palm Avenue, providing access to southbound and eastbound traffic. Further, the proposed colors on the existing building are warm earth tones that complement the surrounding vicinity. Additionally, the proposed corner statement provides aesthetic appeal for such a prominent intersection.

c. That the proposed use is in compliance with city design and landscape standards and criteria.

Response: The site is considered to be legal non-conforming with respect to the size of the lot and placement of the existing building. Moreover, there is neither adequate space for 10 feet of landscaping from the property lines to the parking/fueling area nor the additional 10 feet between the parking/fueling area and the convenience store building. Per the Municipal Code requirements for new developments, the proposal includes roughly a 5 foot landscape area from the property line to the parking/fueling area and an additional 6 feet on the outer side of the property line to the public right of way. Given the circumstances related to redeveloping a legal non-conforming property, the Applicant has proposed a prominent corner statement at the Palm Avenue & 5th Street intersection, embellished with stones, wrought iron accents, and a City of Highland entry statement that provides the required three feet for screening of vehicles from the public right-of-way.

d. That the proposed use, together with the conditions applicable thereto, will not be detrimental to the public health, safety, or welfare or will not be materially injurious to properties or improvements in the vicinity of the site.

Response: The proposed project design will not be detrimental to the public health, safety, or welfare, or materially injurious to properties and improvements in the vicinity. Adequate measures have been proposed to offset the reduction of onsite landscaping and parking availability has been exhibited on the proposed site plans. The conditions of approval have been provided to ensure compliance with applicable development policies and standards within the city.

4. Based on the Findings of Fact set forth above, the Planning Commission approves Design Review Application (DRA 21-006) for the proposed Site Plan, Landscape Plan, and Building Elevations related to the approved establishment of a convenience store and addition of two (2) covered fueling station canopies with ten (10) fuel pumps on a 0.48 acre parcel located at 8020 Palm Avenue.

C. ADOPTION OF RESOLUTION.

The City Clerk shall certify to the adoption of this Resolution and shall cause the same to be published or posted in the manner prescribed by law.

Exhibit 1 attached provides the Conditions of Approval for the project.

PASSED, **APPROVED,** and **ADOPTED** this 1st day of June, 2021.

ATTEST:

Randall Hamerly, Chairman
Planning Commission

Lawrence A. Mainez
Community Development Director

Exhibit 1:

Conditions of Approval

CITY OF HIGHLAND
PLANNING DIVISION CONDITIONS OF APPROVAL

Date:	June 1, 2021
Applicant:	Ghulam Sarwar
Project No:	DRA 21-006
Proposal:	Design Review Application for a convenience store and gas station on a 0.48 acre parcel.
Location:	8020 Palm Ave Highland, CA 92346 Southwest corner of Palm Avenue and 5th Street Assessor's Parcel Number: 1192-641-01

PLANNING CONDITIONS

These conditions of approval represent the Planning Division's conditions of approval and are meant to be one part of overall conditions of approval that may include, Engineering, Building and Safety, Fire Department, and other agency conditions of approval.

The conditions below are continuing conditions. Failure of the Applicant and/or operator to comply with any or all said conditions at any time shall result in the revocation of this permit granted to use the subject property.

1. This Design Review Application shall become null and void:

    a. Unless all conditions have been complied with and the occupancy or use of the land or structures authorized by this Design Review Application have occurred within thirty-six (36) months from the approval date of this Design Review Application, this approval shall expire and be null and void without further action by the City of Highland.

    b. Where circumstances beyond the control of the Applicant cause delays which do not permit compliance within the time limitation established in this Section, the Planning Commission may grant an extension of time for a period of time not to exceed an additional thirty-six (36) months. An application for an extension of time must be set forth in writing, stating the reasons for the extension, and must be filed with the Planning Division a minimum of thirty (30) calendar days prior to the expiration of the Design Review Application. Such application shall be filed together with the City's processing fee, as established by the City Council.

2. This Design Review Application is for the Site Plan, Landscape Plan, and Elevations related to the approved redevelopment of an existing commercial

building into a convenience store with the addition of two (2) covered fueling station canopies with ten (10) fuel pumps.

a. The approval of the Design Review Application is applicable to the proposed use, Site Plan, Landscape Plan, and design features proposed on the fuel canopies.

b. The Applicant will submit elevations for the signs and apply for a Sign Program at a later date.

3. All "convenience store" business activity shall be conducted within the 1,750 square foot store area. No outside displays and/or vending shall be permitted on the property.

4. All permanent parking areas shall be paved and permanently maintained with asphalt or concrete and designated with clearly painted lines. The number of parking spaces, including disabled parking, shall comply with the requirements of the City's Municipal Code. A minimum of ten (10) parking stalls is required on-site (Parking Requirement = 1 space / 250 sf for commercial use. 1 space / 1,000 sf for storage facility use).

5. The applicant shall construct a prominent decorative corner statement at the Palm Avenue and 5th Street intersection. The corner statement shall incorporate design features such as stones, wrought iron accents, and a "City of Highland" logo/scripture. Final design shall be approved by the Planning Commission and be completed prior to the release of occupancy for the convenience store by the Building Official.

   a. The decorative corner statement shall have a minimum height of 3 feet and a maximum height of 5 feet.

   b. The decorative screening wall shall span the full length of the Palm Avenue frontage and the full length of the 5th Street frontage, excluding drive approaches and line of site setbacks as determined by the City Engineer.

   c. Wrought iron accent railing/fencing shall be placed atop the decorative screening wall along the Palm Avenue and 5th Street frontage.

   d. If the wall behind the intersection curb ramp is enhanced, then the landscape directly in front of the "City of Highland" logo/scripture should be low-growing and clear of trees / palms.

6. Landscape planting at frontage areas along Palm Avenue and 5th Street shall include plant massings in layers of at least three different shrub and groundcover species. Clumping Gazanias can remain as a uniform species massing in front of

the intersection-facing "City of Highland" signage but shall be supplemented with additional plant species in all other planter areas along the frontage.

7. Fan Palms shall be installed with trunks skinned to a clear height of 8 feet minimum above finished grade.

8. Trash enclosure shall be screened on at least three sides from public view by a solid wall not less than five feet in height. Permanent opaque panel gates shall be installed on all openings to the trash enclosure and meet the design criteria established by the Public Services Division.

    a. All trash shall be deposited in the trash area and the gates leading thereto shall be maintained in working order and shall remain closed except when in use.

9. Obtain all required building/occupancy permits from the Highland Building and Safety Division.

10. The Applicant is responsible for implementing all conditions of approval to the satisfaction of the Community Development Director, City Engineer, Fire Department, and Police Department. No final inspection or clearances shall be given until all conditions are met. Each condition of approval is separately enforced, and if one of the conditions of approval is found to be invalid by a court of law, all the other conditions shall remain valid and enforceable.

11. Revisions, modifications, and/or deletions to the approved plans shall be submitted to the Planning Division for review and approval. Revisions, modifications and/or deletions may require additional review by the Planning Commission.

12. In compliance with the Highland Municipal Code, the Applicant/Owner shall agree, at his/her sole cost and expense, to defend, indemnify, and hold harmless, the City, its officers, employees, agents, and consultants, from any claim, action, or proceeding brought by a third-party against the City, its officers, agents, and employees, which seeks to attack, set aside, challenge, void, or annul an approval of the City Council, Planning Commission, or other decision-making body, including staff, concerning this project. The City may, at its sole discretion, participate at its own expense in the defense of any such action but such participation shall not relieve the Applicant/Owner of his/her obligations under this condition.

13. The Applicant and Owner of the property shall submit to the Planning Division written evidence of agreement with all conditions of this approval before the approval becomes effective.

14. Prior to issuance of a certificate of occupancy and/or final inspection for the fueling station facility by the City, all landscaping, irrigation or other construction shown

on the approved landscaping and irrigation plans, shall be installed and approved by the City's Landscape Architect.

15. All parking spaces shall be provided with nighttime security lighting. Lighting must be shielded and directed to reflect away from neighboring properties. Lighting shall not exceed 0.5 foot candles of illumination beyond the property boundary, as approved by the Planning Commission.

20. Development Impact Fees shall be paid in accordance with City Policy.

21. All previously approved conditions from Conditional Use Permit (CUP 20-003) shall be applicable to Design Review Application (DRA 21-006).

Building and Safety Division Conditions of Approval

Date:	April 20, 2021
Applicant:	Ghulam Sarwar
Applicant Address:	5052 Westmont St. Riverside, Ca 92507
Site Location:	8020 Palm Ave.
Phone:	951-536-0786
APN:	1192-641-01-0000
Project Number:	**DRA:** 21-006

1. Please provide the following construction plans and documents listed below for review of the proposed project. The initial plan review time will take two weeks on most projects. The applicant will receive a plan review number at the time plans are submitted for Building & Safety's plan review. This plan review number is needed to obtain information regarding your project.

    (3) Architectural Plans
    (3) Structural Plans
    (3) Structural Calculations
    (3) Plot/Site Plans
    (3) Electrical Plans
    (3) Electrical Load Calculations
    (3) Plumbing Plans/Isometrics
    (3) Mechanical Plans
    (3) HVAC Duct Layout Plans
    (3) Roof and Floor Truss Plans
    (3) Title 24 Energy Calculations
    (3) Geology Report
    (3) Soils Report
    (3) Precise Grading Plans
    (3) Site Disabled Access Plan
    (3) Condition of Approval Packages - include in each plan set
    (3) Temporary Fence Plan
    (1) Approved Health Department Plans

2. All structures shall be designed in accordance with the current version of the California Building Codes, including the California Green Building Standards

Code. Design all structures to comply with Seismic Design Category D, wind speed 96 MPH, at exposure "C", and Energy Climate Zone 10.

3. Building and Safety does not release all meters until final approvals are obtained from all agencies and departments. Policy 295.

4. It has come to the Cities attention that premature failures have occurred in copper piping when used within the City of Highland, particularly east of City Creek. Property Owners, Contractors and Developers are advised to analyze soil and water compositions when considering the type of pipe material to be utilized. City staff makes no recommendations on which Plumbing Code approved products or methods to utilize, this is the responsibility of the property owner or contractor. Alternate unapproved code materials may be submitted for City approval at the time of plan submittal.

5. The Developer/Owner is responsible for the coordination of releasing any Deferral of Development Impact Fees or Bonds after such fees have been paid. The Developer/Owner should be aware, once the deferral notice is sent to the San Bernardino County Recorder's Office; the release process takes two to three weeks. This process will delay final Certificates of Occupancy.

6. The Developer/Owner is responsible for the coordination of the final occupancy. The Developer/Owner shall request clearances from each department and/or agency at least two weeks prior to requesting a final building inspection from Building and Safety. Each agency shall sign the Building and Safety Job Card and provide a copy of the signatures to Building and Safety at the time a final inspection is requested.

7. Projects requiring County Health and/or San Bernardino Environmental Control, such as food services or interceptors, need to obtain those permits prior to building permit issuance.

8. Building and Safety inspection requests can be up until 4:00 pm in advance for the next day inspection. Calls that are received after 4pm will be scheduled two days from the request. Please contact (909) 864-2136, Ext 228.

9. A security fence with screening shall protect all construction sites. The fencing and screening shall be maintained at all times to protect pedestrians.

10. On site toilet facilities shall be provided for construction workers and such facilities shall be maintained in a sanitary condition. Construction toilet facilities of the non-sewer type shall conform to ANSI ZA.3 and on site per NPDES stormwater requirements.

11. All construction materials, which are not used, shall be recycled pursuant to the requirements set forth by Ordinance No. 269. Receipts from the recycle company responsible for picking up the materials shall be kept in the construction office. After the construction is complete and before final

occupancy, the trash receipts shall be forwarded to the City Public Services division.

12. Construction projects, requiring temporary electrical power, shall obtain an electrical permit from Building and Safety. No temporary electrical power will be granted to a project unless the following item is in place and approved by Building and Safety and the Planning Division.

    a) Installation of a construction trailer through the "Temporary Occupancy Permit", alternatively, a security fenced area where the electrical power will be located. Installation of construction/sales trailers must be located on private property. No trailers can be located in the street unless a permit from the Engineering Department is obtained.

13. Prior to the issuance of Building Permits, on site water service shall be installed and approved by the responsible agency. On site fire hydrants shall be approved by the Fire Department. No flammable materials will be allowed on the site until the fire hydrants are established and approved. No flammable construction materials shall be placed on the site without approvals by the Fire Department. All street and access roadways around the project shall be paved for emergency response vehicles before flammable materials are placed on the project.

14. Construction projects requiring fire permits must apply and submit fire plans prior to the issuance of the building permit, including fire sprinkler submittals.

15. Prior to issuance of permits, site-grading certifications and compaction reports shall be submitted to Building and Safety or Public Works, as applicable.

16. Prior to issuance of building permits, provide a receipt from the appropriate Unified School District stating that all school fees have been paid. (Redlands or San Bernardino Unified School Districts)

17. All construction projects shall comply with the NPDES Stormwater Best Management Program. Prior to building permit issuance submit copy of the Water Quality Management Program Report. (WQMP)

18. Prior to final inspection, provide Building & Safety with a flash disk of the approved plans and documents.

19. Site development and grading shall be designed to provide access to all entrances and exterior ground floor exits and access to all paths of travel. All route(s) of travel shall comply as accessible route(s) of travel.

20. The City enforces the State of California provisions of the California Building Code disabled access requirements. The Federal Americans with Disabilities Act (ADA) standards may differ in some cases from the California State

requirements, therefore it is the building owner's responsibility to be aware of those differences and comply accordingly.

City of Highland, **FIRE PREVENTION DIVISION,** Conditions of Approval.

DATE : April 5, 2021 **Page 1 of 5**

APPLICANT : Ghulam Sarwar

ADDRESS : 8020 Palm Avenue

FILE / INDEX No.: DRA 21-006

A tiered level of mitigation options has been developed and listed below are the systems and/or modifications required for your project. Compliance of the following items are a condition of **FINAL OCCUPANCY APPROVAL.** These conditions are required as acceptable solutions to the adverse fire conditions impacting firefighting and emergency operations accompanying the site/area. They will either assist in detection and extinguishment of the fire and/or facilitate the anticipated emergency operations.

This project is protected by the City of Highland Fire Department / Cal-Fire / California Department of Forestry and Fire Protection. Prior to any construction occurring on any parcel, the applicant shall contact the city of highland fire marshal office for verification of current fire protection development requirements. All new construction shall comply with the currently adopted California Fire Code and all applicable statutes, appendices, codes, ordinances, standards and policies of the City of Highland Fire Department/ Fire Prevention Division / Cal-Fire / California Department of Forestry and Fire Protection.

GENERAL.

1. **HF40:** Where an automatic extinguishing system or standpipe system is in place, system shall be serviced and maintained in operating condition according to NFPA and California State Fire Marshal requirements. **T19; CFC; NFPA**

2. **HF51:** The main electrical panel and all sub-panel(s) shall be labeled on inside cover for all circuits. **CEC**

3. **HF52:** Water heater (fuel fired), shall be properly vented to exterior of structure. Water heater shall be seismic strapped to wall and be located 18" above a garage floor. **CBC**

4. **HF55:** Commercial exit requirements:
   A. Required exit doors shall be maintained in an operable condition at all times
   B. Required exit doors shall swing outward and away in the direction of exit travel.
   C. Obstructions shall not be placed in the required width of an exit. Exits shall not be blocked or locked shut or obstructed in any manner during business hours.
   D. Exit paths shall be illuminated when structure is occupied.
   E. Exit path illumination shall be supplied from two (2) sources of power when occupant load is one hundred (100) persons or more.
   F. When exit way/exit pathway and/or exit doorway is not easily identified, additional exit signs shall be installed.

5. Exit signs shall be internally or externally illuminated by two lamps or shall be of the self-luminous type. **CFC; CBC**

6. **HF60:** Additional plans for access, fire safety systems, fire lanes and signage, gates, storage, or other special conditions may be requested for review, conditioning and approval by the fire marshal.

7. **HF56:** All flammable and combustible liquid storage and dispensing shall be in accordance with applicable sections of the **CFC, T-19** and city codes and ordinances.

8. **HF48:** A class "A" roof covering structure with "bird stops" shall be installed.

ACCESS:

9. **HF7:** Fire department **access** roads shall meet the fire dept. minimum unobstructed width of twenty (20) feet. (twenty-six (26) feet within FR-1&2 zones). **This standard shall not lessen other agency requirements.** Access roads shall be paved (asphalt/concrete) and in place **prior** to delivery of combustible building materials on site. Roads shall be designed and constructed to meet adopted city standards. **CFC**

10. **HF8:** All access roads, public, private streets and residential driveways shall maintain a minimum vertical clearance of thirteen (13) feet-six (6) inches. **CFC**

11. **HF13:** Fire department access roadway(s); shall extend to within one hundred fifty (150) feet of and shall give reasonable access to all portions of the exterior walls of the first story of any building.
    An access road, approved by the fire dept., shall be provided to within fifty (50) feet of all structures when the natural grade between access road and structure is in excess of 30%.
    Where an approved access road cannot be provided, a fire protection system shall be required and approved by the fire department. **CFC**

12. **HF24:** "NO PARKING – FIRE LANE" signs shall be posted at locations designated by fire marshal. Fire lane curbs shall be painted red, with white letters stating, "NO PARKING – FIRE LANE" on top, not face. **CFC - APPENDIX D**

13. **HF54:** commercial and industrial structures-occupancies and gated complexes shall have a "**KNOX BOX**" system installed on the exterior of the building(s) or complex. location of device to be determined by the fire department. The box shall contain keys necessary to gain access and may contain pre-plans and MSDS information as required by the fire department. New and existing multi-tenant commercial buildings shall provide a 'KNOX' box large enough to contain keys to access each individual tenant space. Installation location(s) to be determined by the fire marshal. The box shall contain clearly marked keys to each tenant space or other areas as determined by the fire marshal. **CFC**

ADDRESSING – IDENTIFICATION:

14. **HF21:** **Commercial** and **multi-family residential** address numbers shall be displayed on all **new and existing** structures in such a manner as to be plainly visible and legible from the access roadway or street. Numerals shall be of a contrasting color to the building and electrically illuminated.
    Minimum size of the numerals shall be **8"** height, 3/4" stroke, or as approved by the fire marshal.
    Industrial occupancies shall have address numbers of 12" height, 1" stroke and shall be electrically illuminated so as to be visible and legible from access roadway or street.
    Note: Depending on height and setback of a building, larger numerals may be required and at additional locations on the building, as determined by a case-by-case review.
    HMC

FIRE PROTECTION & ALARM SYSTEMS:

15. **HF36:** Automatic fire sprinklers shall be installed according to **NFPA 13** and fire dept. requirements. Submit three **(3)** sets of shop plans with material cut sheets and hydraulic calculations, indicating the type of occupancy, type of materials to be stored (if any), for fire dept. review and approval prior to any installation. Submit copy of California C-16 license. **CFC; CBC; HMC**

16. **HF37:** Automatic fire sprinkler control devices (P.I.V & O.S.&Y.) Shall be visible from fire dept. access roadway, and identify system being controlled and address of structure.
Fire Dept. Connection (FDC) shall be located no closer than forty (40) feet and not to exceed one hundred fifty (150) from structure. Required fire hydrant shall have a maximum distance from FDC of thirty (30) feet. FDC shall identify address and system of structure being protected. **CFC**

17. **HF39:** An automatic fixed fire extinguishing system (**UL-300**) shall be installed in the hood and duct system of commercial cooking equipment. Three **(3)** sets of shop plans with material cut sheets and calculations shall be submitted to fire department for review and approval prior to installation. **CFC**

18. **HF41:** A minimum of one 2A-10BC fire extinguisher shall be installed for each 3,000 sq. ft. of floor area. Travel distance to any one fire extinguisher shall not exceed 75 feet. Additional fire extinguishers, size and class to be determined by fire department, may be required. Fire extinguishers shall be serviced bi-annually and shall have a current State Fire Marshall service tag attached. Fire extinguishers are to be serviced every two years and inspected & tagged every year. **CFC**; **NFPA**

19. **HF42:** A 40BC (K-Type) fire extinguisher shall be installed within 30 feet of commercial food heat-processing equipment. Fire extinguishers shall be serviced annually and shall have a current SFM service tag attached. Fire extinguishers are to be serviced every two years and inspected & tagged every year.
CFC; T-19

20. **HF43:** An automatic fire detection and alarm system meeting the requirements of CFC 907, CBC and NFPA 72 shall be installed. Three (3) sets of shop plans with material cut sheets and calculations shall be submitted to the fire department for review and approval prior to installation. **CFC; CBC; NFPA**

21. **HF60:** California Fire Code, **FIRE SAFETY DURING CONSTRUCTION AND DEMOLITION**, shall apply to this project. it is the responsibility of the project manager to meet with the fire marshal to discuss requirements specific to this project.

22. **HF61**: **TENANT IMPROVEMENT**. Review the 'tenant improvement information' handout. If any of the items listed apply to this project, they must be included in the 'fire department notes' section on the plan.

23. **HF62**: Additional plans for access, fire safety systems, storage or other special condition may be requested for review, conditioning and approval by the fire marshal.

24. **HF63**: Submit to fire marshal's office: **one copy** of building and/or structure plans for fire department review.

Craig Sanchez, Fire Marshal
City of Highland Fire Prevention
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