

CITY OF HIGHLAND REGULAR MEETING OF THE PLANNING COMMISSION AGENDA

MEMBERS

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

REGULAR MEETING

April 5, 2022
6:00 p.m.
City Hall
Donahue Council Chambers
27215 Base Line
Highland, California

STAFF

Lawrence A. Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Ash Syed, Associate Planner
Angela Tafolla, Assistant Planner
Angelica Martinez, 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.

Visit the City's Website at: www.cityofhighland.org

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The City of Highland complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call the City Clerk's Office at (909) 864-6861 Ext. 226, at least 48 hours prior to the meeting.

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.

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 April 5, 2022 to publiccomment@cityofhighland.org.

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

**PLANNING COMMISSION
REGULAR MEETING AGENDA
April 5, 2022 - 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 April 5, 2022, 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 March 15, 2022 Regular Meeting.

RECOMMENDATION: That the Planning Commission approve the minutes, as submitted.

PUBLIC HEARING

2. Design Review Application No. DRA 22-003; Review of the Site Plan, Building Elevations, Rough Grading Plan, and Conceptual Landscape Plan for a Contractor's Business Office and Shop. (APN No: 1192-621-10)

RECOMMENDATION: Staff recommends the Planning Commission adopt Resolution No. 2022-____, approving DRA 22-003 subject to the Conditions of Approval and Findings of Fact and direct Staff to file a Notice of Exemption with the San Bernardino County Clerk of the Board.

ANNOUNCEMENTS

ADJOURN

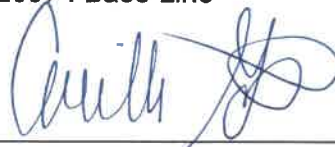
I, Camille Goritz, Administrative Assistant III of the City of Highland, California, certify that I caused to be posted this agenda on or before the 31st of March by 5:30 p.m. on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: March 31, 2022



Camille Goritz Administrative Assistant III



STAFF REPORT

TO THE PLANNING COMMISSION

DATE: April 5, 2022

FROM: Lawrence Mainez, Community Development Director

PREPARED BY: Camille Goritz, Administrative Assistant III 

SUBJECT: Minutes from the March 15, 2022 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. <u>1</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		

 Recording Secretary	 Community Development Director
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MINUTES
PLANNING COMMISSION REGULAR MEETING
March 15, 2022 – 6:00 P.M.

CALL TO ORDER

The regular meeting of the Planning Commission of the City of Highland was called to order at 6:00 p.m. by Chair Hamerly at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present:	Chair	Randall Hamerly
	Commissioner	Edward Amaya
	Commissioner	Jarrold Miller
	Commissioner	Jessica Sutorus

Absent:	Vice Chair	Chandra Thomas
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Staff Present:	Lawrence Mainez, Community Development Director
	Kim Stater, Assistant Community Development Director
	Carlos Zamano, City Engineer
	Matt Bennett, Assistant Public Works Director
	Matt Wirz, Building Official
	Scott Rice, City Landscape Architect
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 March 1, 2022 Regular Meeting.

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

PUBLIC HEARING

2. Adoption of a Mitigated Negative Declaration for Public Works Project 'Line A Storm Drain and Bledsoe Gulch Outfall Reconstruction'; Environmental Review No. ENV 22-001. (6892 Cloverhill Drive).

Chair Hamerly opened the public hearing.

Assistant Community Development Director Stater presented the staff report.

Commissioner Amaya asked how long is the project going to take?

City Engineer Zamano stated once we begin construction, I anticipate that this is going to be completed within two to three months. This is being done because we had some issues back in 2012, this was after the 2010 floods. There was some sediment that's occurring in that area, so we had to go back out and do another repair. We did another repair, but unfortunately, it didn't quite fix the problem for as long as we thought it would. The challenge here is that outlet pipe currently outlets near the top of the slope and so that's not good design in my opinion. They should have gone down at the bottom, but that's how it was designed. Also, that whole slope of that area is all undocumented un-engineered slope. There's a need to redesign this area and do it in such a way that we hopefully will permanently address this situation, but what we think we found the most sensible cost-effective method to fix that area. What we're going to do is extend the pipe we're going to underground it down to the bottom of the Gulch and regrade that area so that we can also provide access to get down there because the contractor can't build this work as it stands today.

Commissioner Miller asked is there any plan for an additional thickened section or concrete rings or something within that storm drain to try to mitigate that?

City Engineer Zamano stated yes, there's a note in the plans. The velocity of the reinforced concrete pipe must be increased to a certain minimum thickness to address that issue, where the velocities exceed 20 feet per second.

Chair Hamerly stated what I am viewing right now as the access road that's going over the top of this pipe, what is the average slope of that?

City Engineer Zamano stated we were trying to maintain a certain slope to make sure it's drivable.

Chair Hamerly closed the public hearing.

A MOTION was made by Commissioner Amaya, seconded by Commissioner Sutorus, to: Adopt Resolution 2022-006, adopting the Mitigated Negative Declaration and Mitigation Monitoring Reporting Program for ENV 22-001. Motion carried, 4-0-1, with Vice Chair Thomas being absent.

PC RESOLUTION NO. 2022 – 006

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, ADOPTING A MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM FOR A PROJECT TITLED 'LINE A STORM DRAIN AND BLED SOE GULCH OUTFALL RECONSTRUCTION' LOCATED BEHIND THE EAST HIGHLANDS RANCH COMMUNITY CENTER AT 6892 CLOVERHILL DRIVE, HIGHLAND (ENVIRONMENTAL REVIEW NO. ENV-22-001)

3. Design Review Application No. DRA 22-002: Review of the Site Plan, Building Elevations, Rough Grading Plan, and Conceptual Landscape Plan for 'Highland Park' Planned Development, a 46-unit single family home development within Tentative Tract No. 19915 (APN: 288-562-03)

Chair Hamerly opened the public hearing.

Assistant Community Development Director Stater presented the staff report.

Ray Dorame, Applicant stated we have been working on this since 2015. I would like to thank staff for all their work they have done. I'd like to go over just a couple of items on the architecture which is Plan 1 the Plan 1X has a straight slope and we decided to come up with a new plan. What we did is we add a little bit more to the porch, we shifted the upstairs, and we added a downstairs living area.

Commissioner Miller asked if there was going to be an HOA for this project?

Ray Dorame, Applicant stated that is correct.

Chair Hamerly stated regarding the park it originally had the underground water infiltration system and staff reports said that was deemed impractical. What are the technical aspects of that?

Ray Dorame, Applicant stated we spent a year studying to see what the best possible design would be for that park, and also for the chambers. Before it was a combination of chambers down below and then you'd have the grass on top and we envisioned that as a play area.

Assistant Public Works Director Bennett stated the gate must be open and closed at the proper times, putting that responsibility on HOA or others is problematic in it to a degree as far as when it's going to be closed. The area is viewable, it is an amenity as far as it's going to be landscaped, but as we were seeing it, it was not to be a park active area. Some of the reasons that it went from an underground infiltration system is it's an engineered fill up against a slope, not necessarily a soils Engineer's favorite condition. The infiltration was surprisingly low and did not have adequate capacity, so they looked at resizing, upsizing, dropping a lot, and moving this around. It was recognized that the infiltration could drop down on the hierarchy of BMP's because the infiltration was inadequate and if they were to use infiltration on a hillside at a location like this, it was going to take up greater than 10% of the site.

Commissioner Miller asked is the whole site draining to 27-inch storm drain and Base Line?

Assistant Public Works Director Bennett stated I do not remember the size, however the concentration on that outfall was considerable due to the downstream impacts and if it is a 27 inch, the entire site is draining to that location. There may be some lost at the entry drive, but otherwise through the park, metered at the park and then discharged through that system.

Commissioner Miller asked was there a concern from the city over the capacity of the existing 27-inch pipes to receive flows from this development?

Assistant Public Works Director Bennett stated not capacity, but as far as volume and discharge due to the downstream concerns of this of the system, so it's been reviewed and evaluated.

Chair Hamerly stated regarding the tract map, the corner lots one and two especially lot number one we really need to explore a four sided architecture on that, because it's not

only visible from Base Line, but it's also visible as you're heading westbound on Base Line. You see the back of that house, and obviously, you see the front of the house from the street going in, so the exterior elevations on that unit. Any treatments that might be, whether it's a cottage style or a farm style, the detailing that shows typically on the front either stone or board and batten siding, I would wrap that all the way down the south facade. Also, any porch treatments that wrap around the facade on that one as well, just so it reads more as a four-sided architecture.

Commissioner Amaya stated I applaud Master Craft Homes for a lot of the detail and planning that went into this.

Commissioner Miller stated regarding the grading plan, adjacent to lot 17, it looks like there's a 25 foot roughly significant slope that's not straining in lot 17 direction. Does the city have a standard for providing benches on slopes at a certain interval or great breaks or anything like that?

Assistant Public Works Director Bennett stated it looks like the descending slope there could be up above 25 feet. If I've got it right at 30 feet, you're going to have a break in a terrace, so we might be just under that.

Chair Hamerly stated on page 45 we have the wall and fence plan and per the comment of the Applicant, there is a lot of terracing within the tract, but they're the only tube steel fence that would be considered view fencing is around the park area. Is there an opportunity on any of these lots, that might be view lots, whether the tube steel fencing was explored on some of those lots to create additional views or are all the views just kind of down the street and through the natural corridors?

Ray Dorame, Applicant stated most of the views are downstream. Nothing really to the west or the east. I know we try to add as much wrought iron as possible just to keep the open look. I think we add it to the back of lots number 31-40.

Chair Hamerly asked so those are no longer masonry walls?

Ray Dorame, Applicant stated it shouldn't be not.

Chair Hamerly stated that's nicely landscaped through there on those big slopes, and that would really open the back yards.

Assistant Community Development Director Stater stated those homes are number 16, 17, 31 through 40 that we will change to wrought iron.

Chair Hamerly stated basically your whole west slope area that goes down to the V ditch and the wall. I was reading as existing as on the condo side and the ditch is at the bottom of that to handle the existing drainage.

Community Development Director Mainez stated I believe this is a high fire overlay zone.

Chair Hamerly stated the permitter, if you look at the property line, the extent of the project, there is an existing masonry wall plus a concrete V ditch that's substantial, so technically there is a perimeter of masonry around the project.

Community Development Director Mainez stated I think this is going to be fine, there is enough buffer there, and I want to make sure the Fire Marshal is comfortable with the code.

Chair Hamerly stated regarding the elevations, I would like to reiterate the concerns at the featured lots make sure we've got some of the details that are on the front, whether it's shutters, gables, wrought iron architectural detailing. Regarding the Spanish style, the rear elevation on that is stark, there's one gable that's offsetting, but the rest of it is flat and the second story is going to be visible on a good portion of the perimeter of the project. We want to make sure we have some architectural detail up there that's commensurate with the front. There are quite a few attractive details in your planned development document, so use some of those details about the scrolled wall elements and the architectural accents. On the cottage style, the color board looks nice. One of the things that you typically see on cottage style is a little bit of whimsy on columns and architectural elements. The columns on the elevations is just basically square straight up and down. I suggest you introduce some flares at the stone veneer or introduce some sort of a tricked-out archway across the top. There's usually some sort of whimsical element to the cottage style. Maybe add some shutters on the exposed sides on the 2nd floor just to pull the front side details back and wrap it around three to four sides on that. Same thing would go for the rear elevation there is a gable up there, so the architectural treatments going on the front facade dress up the rear gable on the rear facade step, where that's exposed. Typically, with the farmhouse style you've got the board and batten. It's common to see a combination of the horizontal siding with the board and batten, so if you need additional features in one area, whether it's around the garage or a gabled accent introducing the horizontal siding to kind of take that farm style a little bit further on your elevations. On the rear elevation on corner lots that gable element in the rear might be an opportunity to run the board and batten up that element to kind of play off what's going on in the front facade.

Chair Hamerly stated regarding the landscape elevations, the areas that are shown in green, those are HOA maintained?

Ray Dorame, Applicant stated no, the only areas that are maintained by the HOA is lot A, B, and C. Everything else is either on a lot maintained by the homeowner.

Commissioner Miller stated it looks like we are promoting a lot of trees on those slopes. I was wondering if we could hear from our Landscape Architect as to the compatibility of the tree species that are identified here and how they will work with the slope that's being proposed.

City Landscape Architect Scott Rice stated I'm looking at three species, at this this stage they've proposed a variety of species to kind of pick and choose kind of a rough idea of what they're looking at. Regarding the trees on the slope especially if it's in a cut slope, is it's dependent on the planting pit. If the pit is not dug two or three times the root ball, and the ground beneath doesn't allow for some of the water to seep and that's what usually makes the tree die. It's not so much the species, it's just the preparation of the soil pit.

Chair Hamerly stated on Base Line the detail that is running down is calling for a V ditch alongside the sidewalk on the east side. There's a very shallow or narrow landscape buffer between the wall on Lot 1 and the walkway. I want to clarify and see if the V ditch was going alongside the walkway, or if that's all going to be landscape? The walkway slopes

up and there's hardly any slope at that end of the project, unlike the park where there's a significant slope.

Assistant Public Works Director Bennett stated the section that we're seeing is for the eastern side, so you're maybe looking at a different detail labeled for the section on Base Line.

Chair Hamerly stated I was referencing the landscape sections, the street sections, not the grading civil drawing segments.

Assistant Public Works Director Bennett stated the detail on the grading plan is section II and I think that concrete V ditch will taper out at some point in its use along that portion of Base Line and where the sections cut it just had that that V ditch as part of it.

Chair Hamerly stated it didn't seem like there was a need for it along the frontage of lot 1 because that's relatively level referenced the sidewalk.

Chair Hamerly closed the public hearing. Also, for the record there are modifications to Planning Conditions #9 and #14.

A MOTION was made by Commissioner Amaya, seconded by Commissioner Sutorus, to adopt Resolution No. 2022-007, approving DRA 22-002 subject to the Conditions of Approval and Findings of Fact. Motion carried, 4-0-1, with Vice Chair Thomas absent.

PC RESOLUTION NO. 2022 – 007

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING DESIGN REVIEW APPLICATION DRA-22-002 INCLUDING THE SITE PLAN, BUILDING ELEVATIONS, ROUGH GRADING PLAN, AND CONCEPTUAL LANDSCAPE PLAN FOR 'HIGHLAND PARK' PLANNED DEVELOPMENT, A 46-UNIT SINGLE-FAMILY HOME DEVELOPMENT WITHIN TRACT NO. 19915 LOCATED AT 29300 BASE LINE, HIGHLAND. ASSESSOR'S PARCEL NO. 288-562-03

ANNOUNCEMENTS

The next Planning Commission meeting is scheduled April 5, 2022.

ADJOURN

There being no further business, Chair Hamerly declared the meeting adjourned at 7:57 p.m.

Submitted by:

Approved by:

Camille Goritz, Administrative Assistant III
Community Development Department

Randall Hamerly, Chair
Planning Commission



STAFF REPORT

TO THE PLANNING COMMISSION

DATE: April 5, 2022

FROM: Lawrence A. Mainez, Community Development Director

PREPARED BY: Kim Stater, Assistant Community Development Director 

SUBJECT: Design Review Application No. DRA 22-003; Review of the Site Plan, Building Elevations, Preliminary Grading Plan, and Conceptual Landscape Plan for a Contractor's Business Office and Shop.

LOCATION: A single lot, approximately .98 acres in area, located on the north side of Meines Street, approximately 1,200 feet west of Palm Avenue. Assessor's Parcel Number 1192-621-10

PROPERTY OWNERS: Mike & Gina Roquet

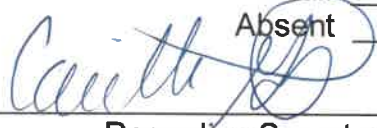
REPRESENTATIVE: Brad Robertson, Robertson Design Group

RECOMMENDATION: Staff recommends the Planning Commission adopt Resolution No. 2022-____, approving DRA 22-003 subject to the Conditions of Approval and Findings of Fact and direct Staff to file a Notice of Exemption with the San Bernardino County Clerk of the Board.

FISCAL IMPACT: Staff time for the review of the project and preparation of the staff report is covered by the application fee provided by the Applicant.

PUBLIC NOTICE: As required by City Council Resolution, notice of the public hearing was posted at the City's three designated posting locations. On March 25, 2022, a legal advertisement was published in the Highland Community News. In addition, the notice was posted on the City's website, and mailed to property owners within 300 feet of the project site as well as those who previously requested notice.

DESCRIPTION OF SITE: The project site is a single parcel, slightly less than one acre and is located on the north side of Meines Street and between Central Avenue and Palm Avenue (Attachment 1 – Project Location Aerial Map). It is approximately 100 feet wide by 427 feet deep, a total of 42,747 square feet (.98 acre). The lot is relatively flat and void of vegetation. There are two predominant easements through the property. The first is a San Bernardino County Flood Control District easement which runs diagonally through the northwest corner of

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

the lot, 48.51 feet at its widest point. This easement represents the outer perimeter of the City Creek Overflow channel which runs west and south from City Creek. The second is a Southern California Edison (SCE) easement that spans 10 feet wide along the easterly property line. A chain link fence runs along the east and north sides.

To the west of this parcel is an electrical contractor's office currently under construction and to the east is the Filipino Association of San Bernardino, an organizational meeting place. The site is currently being used as a temporary storage yard for construction on the adjacent site to the west.

The site has a General Plan and Zoning designation of Industrial (I) which permits the development of a contractor's storage yard with the approval of a Major Design Review Application.

SURROUNDING LAND USES			
	Existing Use	General Plan Designation	Zoning Designation
<i>Site</i>	Vacant	Industrial (I)	Industrial (I)
<i>North</i>	City Creek Bypass Flood Control Channel	Open Space (OS)	Open Space (OS)
<i>South</i>	Non-conforming Residential and commercial	Industrial (I)	Industrial (I)
<i>East</i>	Filipino Association	Industrial (I)	Industrial (I)
<i>West</i>	Dan Moore Electrical Contractor's Office	Industrial (I)	Industrial (I)

PROJECT DESCRIPTION: The project proposes to construct a commercial office and shop for a general paving/grading contractor. The business will include a combination shop and garage to facilitate vehicle storage, repair and maintenance as well as the business office (Attachment 2 – Plan Set). There will be two (2) to three (3) employees on-site each day. The hours of operation will generally be Monday through Friday, 7:00 am to 4:00 pm. No visitors are anticipated to come to the site. Items to be stored on site include, but are not limited to, a 2013 Peterbuilt 10 Wheel Dump, 2015 Ford Bobtail Dump, 2020 Ford 450 Flatbed Service Truck, 2 20-ton trailers 2 10-Ton Trailers, 2 3-5 Ton Trailers, 2 John Deere Skip Loaders, 2 Wheel Loaders, 2 Paving Machines, 2 Arrow Boards, 2 Skidsters, and 1 ½-Ton Pickup.

The project will install new curb and gutter, and sidewalk along the frontage of Meines Street. It will construct a 40' wide commercial driveway to support construction equipment, vehicles and trailers. The building is oriented on the west side of the property with a drive aisle and fire lane on the easterly side. The employee and visitor parking are located between the sidewalk and building. Vehicles and equipment related to the business will be stored on-site. All repairs will be conducted within the shop. Washing will be in a designated area and have an interceptor to the sewer.

Landscape planters will be installed around the perimeter of the parking area. The parking area, drive aisles, fire lane and fire hammerhead will be paved with asphalt, concrete or engineered pavers in compliance with Fire Prevention Condition of Approval #11 (HF7). Pervious asphalt may be selected by the property owner as a good combination of a strong surface that is favorable to on-site water percolation. Other portions of the rear lot will be surfaced with gravel

or Class II base.

The single building on the property incorporates both the office and the garage/shop. It measures 60x80', 4,920 square feet total. It is set 2' off the westerly property line, 84' back from the front property line. A 2' V-ditch will be installed along the westerly side between the building and property line.

Floor Plan

Within the office portion of the building, the interior includes an open office at the southerly entry, as well as a private office, and restroom at the rear. The shop will have 4 garage bays each with a 12'4" wide bay door with access from the north of the site. A second restroom is located adjacent to the shop. A utility room with exterior access is at the far southeast corner.

Parking Requirements

The project will provide seven (7) parking spaces; six (6) standard size and one (1) van assessable ADA. The Highland Municipal Code requires three (3) for the office (750 square feet, with a ratio of 1 per 250) and four (4) for the garage/shop (4,170 square feet with a ratio of 1 per 1000 square feet). A loading zone, 10x20', is located at the northwest corner of the garage/shop. The rear 263' of the lot is reserved for the parking and storage of truck and grading equipment. The owner anticipates very few visitors to the office.

Architectural Elevations

The front/South Elevation has a split face block wainscot, and metal seamed vertical siding. The metal façade overlays the gabled roofline. The storefront in the middle of the building is concrete stucco over metal lath. Two columns flank the entry. They have 24" bases finished in stucco. The storefront has glass doors and windows with bronze anodized aluminum frames. A roof extends over the storefront with corrugated metal and tube steel rafters. The back and sides are finished with same corrugated metal and split face block wainscot. The bay doors are metal sectional roll up doors. The building height is 21'4". The building uses materials in three (3) grey tones. The wainscot is an Orco product with a predominant grey tone titled "Manor" with "Sterling" mortar (Attachment 3 - Colored Elevations)

There was no detailed elevation of the trash enclosure provided with the project plan set. Trash enclosures are required to be adequate size to meet state and local regulations. It must be solid on three sides and match the building's exterior. Staff recommends stucco. Also, it must have a solid cover and doors and be secured in a manner to avoid unwanted theft, vandalism or other illegal/unwanted activity. Engineering Condition No. 16 addresses this item.

Lighting

A Photometrics Plan was not provided within the project plan set. A Planning Condition of Approval requires its submittal and approval in compliance with Highland Municipal Code Section 16.40.160 *Lighting* to ensure there is adequate lighting for safety and security and that it is shielded away from adjacent properties so that it does not affect nighttime environments or impacting surrounding uses. The illumination shall not exceed 0.1 foot-candles at the property line.

Fencing

Within the front 50' of the property, fencing will consist of 6-8 foot tall wrought iron fencing with 16" square masonry pilasters. The pilasters will be constructed of Orco block to match the building's wainscoting. Vehicular and man gates will be installed for access from Meines Street.

The wrought iron fence will continue from the front along the eastern side, adjacent to the Filipino Club. The west and rear sides are far less visible and will have chain fencing.

Landscaping

The total area to be landscaped is 3,015 square feet; 2,082 at the front and the remainder along the back slope adjacent to the Flood Control Channel. The palette includes five (5) Crape Myrtle around the perimeter of the parking lot in front of the building. Colorful accent shrubs include Lemon Bottlebrush, Red Yucca Cultivar, Pink Muhuly and Mexican Sage throughout the front, left and right side planters. Groundcover is a mix of Germander and Sundrops with integrated granite river rock to accent. California Buckwheat is planted along the 2:1 rear slope adjacent to the Flood Control Easement. The City's Landscape Architect reviewed the plans and recommended the following revisions as Conditions of Approval:

- All (5) trees are currently specified as Crape Myrtles. Utilize an alternate evergreen species for at least (2) of the (5) trees.
- Increase tree container size to 36" box min. for at least (2) of the (5) total trees;
- Increase container size of (13) 5 gal. Bottlebrush shrubs to 15 gallon.
- Provide confirmation that the Low Impact Development (LID) features will not overlap planting areas, or adjust planting in said LID areas to complement the grading and soil moisture aligning with the anticipated LID function.

To screen the project from Meines Street, Planning Staff conditioned the project to provide a landscaped earthen berm or hedge between the sidewalk and parking area. Additionally, climbing vines will need to be installed along the length of the chain link fence on the east and north boundaries to screen the storage yard.

WQMP

This project is not a "priority project" in terms of water quality. The project does not require a Water Quality Management Plan (WQMP), but will employ various Low Impact Development (LID) features. The project will comply with all applicable requirements of the National Pollutant Discharge Elimination System (NPDES) permit program.

ANALYSIS: Development of a commercial contractor's office, fleet parking, equipment storage and shop is appropriate in the City's Industrial (I) Zone which permits, "Contractor's storage yards...including the storage of equipment, materials and vehicles for construction industry contractors" (HMC Table 16.24.030.A). The project meets the established Special Site Development Standards. All setbacks are exceeded as the HMC requires 20' front and 0' side and rear setbacks in the Industrial Zone. Landscaping is provided in the appropriate ratio at the front, a combination totaling 20' or greater. The overall building height is less than the maximum permitted of 50'. The parking adequately meets the provisions of HMC Chapter 16.52 *Parking Requirements*.

The property is currently vacant and underutilized. The project proposes an attractive modern industrial office building as viewed from the public right-of-way on Meines Street. The landscaping will provide colorful screening and the fencing will keep the property secure. The project will install curb, gutter and sidewalk, furthering the improvement of the street scene, its safety and walkability. It progresses the City's vision for the corridor and encourages further development in the area.

The Site Plan, Elevations, Landscape and Preliminary Grading have been conditioned by City City's Planning, Engineering, Fire Prevention and Building & Safety Divisions to ensure compliance with the City's Municipal Code and City guidelines. The San Bernardino County Department of Public Works commented on the project regarding the Flood Control District's right-of-way and facility. They mention the need for the Applicant to apply for County permits. A Planning Condition references this requirement.

PUBLIC COMMENT: One (1) written comment was received from a neighboring resident at 26998 Meines Street, located approximately 700' west of the project (Attachment 4 – Public Comment). The letter expresses concerns regarding semi-truck traffic traveling west on Meines to the dead-end cul-de-sac. These trucks have been observed backing down the length of street when they reached the dead-end. Alternatively, they illegally cross a vacant lot from Meines to 5th Street and some have become stuck in the thick dirt. As a result of this letter the City will confirm the proper placement of the "No Through Traffic Sign" on Meines and has contacted the property owner on which the trucks trespass at the west end. This property owner will be required to repair the existing chain link fencing thus prohibiting these illegal movement across their lot to 5th Street.

The letter mentions current activity at the adjoining parcel and is concerned that two lots are part of the subject application. However, the activity they are seeing is a separate project under construction, Dan Moore Electric contractor's office and storage yard.

The letter asks if the City will issue an address to the project and notify the US Postal Service. Yes, this will be done in accordance with addressing standards and should help postal delivery in the neighborhood where some property owners have incorrectly assigned their own addressing.

The letter asks for information regarding the maintenance and repair of the project's fleet vehicles and impacts of additional traffic. These issues are discussed in the Project Analysis section above. Several Conditions of Approval were drafted for the Commission's consideration to ensure the project does not cause significant impacts to the existing businesses and residences.

This letter of concern was received from one of approximately nine (9) non-conforming single-family homes located on Meines Street that were constructed between 1930 and 1970. Staff is aware that the conversion of this neighborhood from residential to industrial uses over time will require careful consideration of noise, light, and traffic on these sensitive receptors.

ENVIRONMENTAL REVIEW: In accordance with the California Environmental Quality Act (CEQA), the project is deemed not to have a significant effect on the environment and exempt from the provisions of CEQA. It qualifies as such under Categorical Exemption Class 15332 *In-Fill Development Projects* because it meets the applicable general plan designation of Industrial (I), its policies, zoning designation and regulations. It is no more than 5 acres, and has no value as habitat for endangered, rare or threatened species. It would not result in significant threats related to traffic, noise, air quality or water quality, and can be adequately served by all required utilities and public services. Staff recommends filing of a Notice of Exception with the County Clerk of the Board of Supervisors following approval of the project.

The project is compatible with the neighboring businesses to the east and west and the Industrial zoning designation. Staff recommends approval of the proposed project, subject to

the Findings of Fact and Conditions of Approval as addressed in the Planning Commission resolution (Attachment 5 - Resolution 2022- ____).

Attachments:

1. Project Location Aerial Map
2. Plan Set (8.5x11" attached, 24x36" under separate cover)
(Site Plan & Data Sheet, Preliminary Grading Plan, Building Floor Plan, Building Elevations, Conceptual Landscape Plan)
3. Colored Building Elevations (8.5" attached, 11x17" under separate cover)
4. Public Comment
5. PC Resolution 2022 - _____

Attachment 1

Project Location Aerial Map

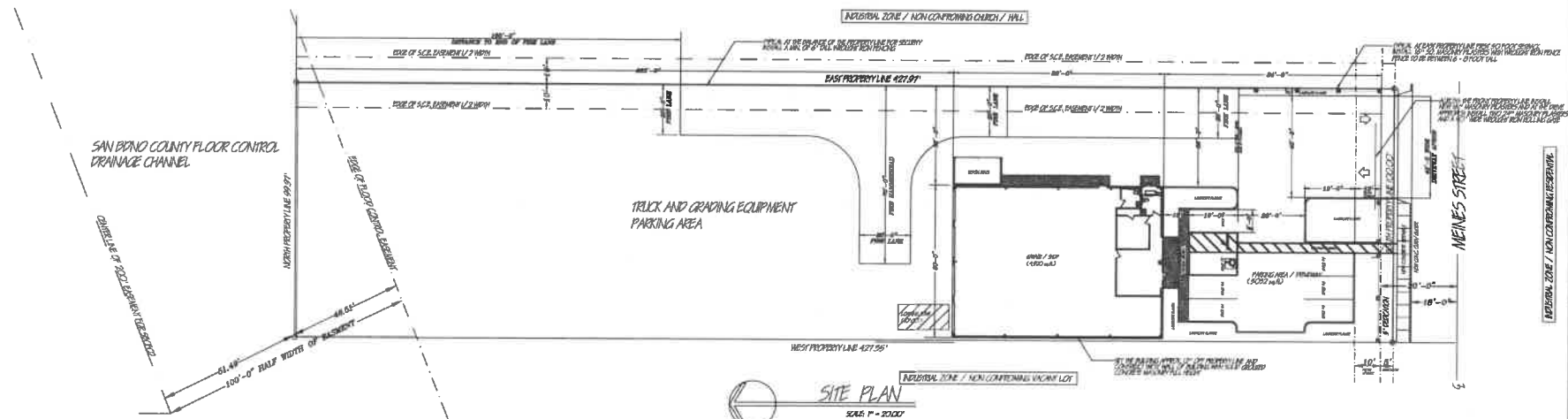


ATTACHMENT 2

Project Plan Set

**A COMMERCIAL OFFICE AND SHOP BUILDING FOR
MIKE & GINA ROQUET
27000 MEINES STREET / HIGHLAND, CA. 92346**

Copyright Notice:
This set of plans and site data is submitted by the owner and is not to be used for any other project without the written consent of the owner. The owner warrants that the information contained herein is true and correct to the best of their knowledge and belief. The owner also warrants that the information contained herein is not to be used for any other project without the written consent of the owner. The owner also warrants that the information contained herein is not to be used for any other project without the written consent of the owner.



UTILITY PROVIDERS	UTILITY PROVIDERS	PARKING CALCULATIONS	SITE DATA	
LOT 9 OF TRACT 2060, BLUE RIBBON FARMS, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS PER PLAT RECORDED IN BOOK 29, PAGE 65 OF MAPS, RECORDS OF SAID COUNTY	ELECTRICAL: S.C.E. SOUTHERN CALIFORNIA EDISON CO. 287 TENNESSEE STREET REDLANDS, CA. 92375 (909) 307-6767	OFFICE AREA: 750 square feet ratio 1 / 250 = (.5) SPACES REQUIRED	PROPERTY OWNERS: MIKE & GINA ROQUET 6837 BROWNING RD. HIGHLAND, CA. 92346 (951) 455-3028	
	GAS: SOUTHERN CALIFORNIA GAS CO. 155 SOUTH "G" STREET SAN BERNARDINO, CA. 92401 (909) 335-7923	GARAGE AREA: 4,170 square feet ratio 1 / 1,000 = 4.2 (4) SPACES REQUIRED	PROPERTY ADDRESS: 27000 MEINES STREET HIGHLAND, CA. 92346	
	WATER AND SEWER: EAST VALLEY WATER DISTRICT 3654 HIGHLAND AVE. SUITE #18 HIGHLAND, CA. 92346 (909) 858-8936	TOTAL BUILDING AREA: 4,920 square feet	ASSESSOR'S PARCEL NO.: 1192-621-10	
	TELEPHONE: PACIFIC BELL 2828 EAST CORONADO ST. ANAHEIM, CA. 92807 (714) 666-5415	TOTAL PARKING REQUIRED = 7 SPACES PROVIDE: 6 STANDARD PARKING STALLS PROVIDE: 1 VAN ACCESSIBLE ADA PARKING	LOT AREA: 42,747 sq.ft. (.98 ACRE)	
	REFUSE / TRASH: CAL DISPOSAL 26009 6TH STREET SAN BERNARDINO, CA. 92410 (909) 885-1025	TOTAL PARKING PROVIDED = 7 SPACES	LAND USE ZONE: (D) INDUSTRIAL	
VICINITY MAP		LOADING ZONE SPACE REQUIRED: 1 SPACE (10'x20')	BUILDING OCCUPANCIES: "B" OFFICE / SI GARAGE / SHOP	
			TYPE OF CONSTRUCTION: VB (NON SPRINKLERED)	
		BUILDING OFFICE AREA: 750 SQ.FT. ("B" OCCUPANCY) 1 EXIT	PROPOSED BUILDING AREA: 4,920 SQUARE FT. OVERALL	
		GARAGE / SHOP AREA: 4,170 SQ.FT. ("B" OCCUPANCY) 1 EXIT	BUILDING TO LOT AREA COVERAGE: 11.5%	
			PROPOSED SITE USE: A GENERAL PAVING & GRADING CONTRACTOR	
				A. GARAGE / SHOP FOR COMPANY B. BUSINESS OFFICE W/ TOILET RM VEHICLE REPAIR & MAINTENANCE C. TRACTOR / EQUIPMENT / VEHICLE STORAGE YARD TO INCLUDE MATERIAL
		AREA CALCULATIONS	PLANS SHEET INDEX	
		BUILDING AREA: 4,920 sq.ft. 11.5% LOT COVERAGE	C-1 COVER SHEET, SITE PLAN AND SITE DATA AND SHEET INDEX	
		PARKING / DRIVE AREA: 4,945 sq.ft. 11.7% LOT COVERAGE	CIVIL / SITE:	
		TOTAL IMPERVIOUS SURFACE AREA: 9,865 sq.ft. < 10,000 sq.ft. THRESHOLD FOR WQMP	A-1 PRELIMINARY GRADING PLAN SHEET 1 OF 2	
		LANDSCAPE AREA: 2,082 sq.ft. 5% LOT COVERAGE	A-2 PRELIMINARY GRADING PLAN SHEET 2 OF 2	
			A-3 BUILDING FLOOR PLAN	
			A-4 FRONT & RIGHT SIDE EXTERIOR ELEVATIONS	
			L-1 REAR & LEFT SIDE EXTERIOR ELEVATIONS	
			L-2 ROOF PLAN	
			L-3 CONCEPTUAL LANDSCAPE PLAN	

UTILITY PROVIDERS

VICINITY MAP

UTILITY PROVIDERS

VICINITY MAP

UTILITY PROVIDERS

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VICINITY MAP

ROBERTSON DESIGN GROUP
P.O. BOX 431
CALIFORNIA, CA. 92320
(909) 557-5674

SITE PLAN & SITE DATA

Drawn By: **BRAD R.**

Job Number: /

Print Date: 02/05/22

Sheet: **C-1**

COMPANIES AND AGENCIES SERVING THIS PROJECT ARE AS FOLLOWS:

WATER/SEWER:
EAST VALLEY WATER DISTRICT
3054 HIGHLAND AVE. SUITE 10
HIGHLAND, CA. 92340
PH: (909) 889-8888

POWER:
SOUTHERN CALIFORNIA EDISON CO.
287 TENNESSEE STREET
REDLANDS, CA. 92371
PH: (909) 307-6787

TELEPHONE:
PACIFIC BELL
2628 E. CROWNOOD ST., 2ND FLOOR
ANAHIM, CA. 92807
PH: (714) 866-5415

CABLE:
TIME WARNER CABLE
1722 ORANGETREE LANE
REDLANDS, CA. 92374
PH: (909) 798-3508

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) 335-7028

CITY OF HIGHLAND, CALIFORNIA PRELIMINARY GRADING PLAN MEINES STREET A.P.N. 1192-621-10



OWNER/APPLICANT:
MICHAEL & GINA ROQUET
6887 BROWNING ROAD
HIGHLAND CA 92340
PH: (951) 453-1882

SOILS ENGINEER'S STATEMENT:

I, THE UNDERSIGNED SOILS ENGINEER, HAVE REVIEWED THESE PLANS AND AM SATISFIED THAT THEY ARE IN COMPLIANCE WITH THE RECOMMENDATIONS CONTAINED IN THE SOILS REPORT PREPARED FOR THIS SITE, PROJECT NO. _____, DATE _____, AND AMENDMENTS THEREOF.

BY: _____
COMPANY NAME: _____
REGISTRATION NO.: _____
PRINT NAME: _____
PHONE: _____

LEGAL DESCRIPTION:

LOT 8 OF TRACT 2060, BLUE HARBOR FARMS, IN THE CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AS PER PLAT RECORDED IN BOOK 28, PAGE 85 OF MAPS, RECORDS OF SAID COUNTY.

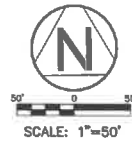
BASIS OF BEARINGS:

THE BEARINGS SHOWN HEREON ARE BASED ON THE CENTERLINE OF MEINES STREET PER RECORD OF SURVEY FILED IN BOOK 114, PAGES 28-29 OF OFFICIAL RECORD MAPS.

BEARING BEING N 80° 50' 38" W.

CONSTRUCTION NOTES:

1. CONSTRUCT COMMERCIAL DRIVE APPROACH PER CITY OF HIGHLAND STD. 212.
2. CONSTRUCT SIDEWALK PER CITY OF HIGHLAND STD. 208.
3. CONSTRUCT 8" CURB & GUTTER PER CITY OF HIGHLAND STD. 203.
4. CONSTRUCT A.C. PAVEMENT OVER CLASS II BASE OR CONCRETE PAVEMENT OVER NATIVE.
5. CONSTRUCT 6" CURB & GUTTER PER CITY OF HIGHLAND STD. 202.
6. CONSTRUCT 6" CURB CITY OF HIGHLAND STD. 201.
7. CONSTRUCT 4" THICK CONCRETE PAVING.
8. CONSTRUCT POROUS PAVEMENT OR PAVERS PER ARCHITECTURAL PLANS.
9. CONSTRUCT 38" CURB OUTLET STRUCTURE PER CITY OF HIGHLAND STD. 210A.
10. CONSTRUCT 38" WIDE BY 6" DEEP V-GUTTER.
11. CONSTRUCT GRADED SHOULDER AT 1.0% MINIMUM GRADE.
12. CONSTRUCT 6" WIDE CROSS GUTTER PER CITY STD. 205A.
13. PARKING LOT SIGNAGE AND STRIPING PER ARCHITECTURAL PLANS.
14. INSTALL ADA ACCESSIBLE PARKING STALL (VAN) PER ADA REQUIREMENTS.
15. CONSTRUCT COVERED TRASH ENCLOSURE PER ARCHITECTURAL PLANS.
16. MODIFY GUTTER TO 3" WIDE TO CREATE A MAX SLOPE OF 5.0% WITHIN ADA PATH.
17. BROUGHT IRON FENCE WITH COLUMNS PER ARCHITECTURAL PLANS.
18. BROUGHT IRON SWING GATE PER ARCHITECTURAL PLANS.
19. GRAVEL SURFACE OR CLASS II BASE PER ARCHITECTURAL PLANS.
20. CONSTRUCT TYPE I, CASE B, ADA RAMP PER S.P.W.C. STD. 111-5



SITE INFO:

TOTAL SITE AREA: 42,240 S.F. (0.96 ACRES)
TOTAL IMPERVIOUS: 8,883 S.F.
TOTAL LANDSCAPE: 2,082 S.F.

GENERAL NOTES:

1. ALL GRADING SHALL CONFORM TO THE CURRENT CITY ADOPTED EDITION OF THE CALIFORNIA BUILDING CODE.
2. ALL PROVISIONS OF THE PRELIMINARY SOILS REPORT PREPARED BY LON GEOTECHNICAL, INC., DATED NOVEMBER 21, 2019, SHALL BE COMPLIED WITH DURING GRADING OPERATIONS.
3. INTENTIONALLY LEFT BLANK.
4. CERTIFICATION (FORM PROVIDED BY CITY) FROM THE REGISTERED CIVIL ENGINEER AND SOILS/GEOTECHNICAL ENGINEER STATING THAT THE ROUGH GRADING HAS BEEN COMPLETED PER THE APPROVED PLAN, AND A COMPACTION REPORT FROM THE SOILS ENGINEER ON ANY FILL AREAS THAT ARE REQUIRED SHALL BE PROVIDED PRIOR TO BUILDING PERMITS BEING ISSUED.
5. CERTIFICATION (FORM PROVIDED BY CITY) FROM THE REGISTERED CIVIL ENGINEER STATING THAT FINE GRADING HAS BEEN COMPLETED PER THE APPROVED PLAN IS REQUIRED PRIOR TO OCCUPANCY PERMITS BEING ISSUED.
6. CONTRACTOR IS RESPONSIBLE FOR EROSION, DUST, MUD, SILT, DEBRIS, AND TEMPORARY DRAINAGE CONTROL DURING GRADING OPERATIONS.
7. ANY ON-SITE RETAINING WALLS WILL REQUIRE APPROVAL AS A PART OF THIS PLAN. ANY RETAINING WALLS ON THE PERIMETER OF THIS SITE MAY BE REQUIRED TO BE IN PLACE AND APPROVED BY THE CITY ENGINEER PRIOR TO THE START OF GRADING. APPROVED SEQUENCED GRADING WITH 1-1/2:1 MAXIMUM SLOPES TO WITHIN 2 FEET OF THE ADJACENT PROPERTY LINE MAY BE ACCEPTABLE TO ALLOW FOR START OF GRADING PRIOR TO COMPLETION OF ANY NECESSARY RETAINING WALLS.
8. ANY IMPROVEMENT CONSTRUCTED WITHIN THE PUBLIC RIGHT-OF-WAY WILL REQUIRE SEPARATE PLAN APPROVAL AND INSPECTION FROM THE CITY ENGINEER.
9. ANY WALLS, FENCES, STRUCTURES AND/OR APPURTENANCES ADJACENT TO THIS PROJECT SHALL BE PROTECTED IN PLACE. IF GRADING OPERATION DAMAGE OR ADVERSELY AFFECT SAID ITEMS IN ANY WAY, THE CONTRACTOR AND/OR DEVELOPER IS RESPONSIBLE FOR WORKING OUT AN ACCEPTABLE SOLUTION TO THE SATISFACTION OF THE AFFECTED PROPERTY OWNER(S).
10. THE CONTRACTOR/DEVELOPER IS RESPONSIBLE FOR ENSURING THAT RETAINING WALLS DO NOT INTERFERE WITH PROVISION OF UTILITIES.
11. IT IS THE CONTRACTORS RESPONSIBILITY TO ENSURE THAT ADEQUATE COMPACTION HAS BEEN ATTAINED ON THE ENTIRE GRADING SITE, INCLUDING FILL AREAS OUTSIDE THE BUILDING PADS AND ON ALL FILL SLOPES.
12. CITY APPROVAL OF PLANS DOES NOT RELIEVE THE DEVELOPER OF THE RESPONSIBILITY FOR CORRECTION OF ERROR OR OMISSION DISCOVERED DURING CONSTRUCTION. UPON REQUEST, THE REQUIRED PLAN REVISIONS SHALL BE PROMPTLY SUBMITTED TO THE CITY ENGINEER FOR APPROVAL.
13. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CALL THE CITY ENGINEER'S OFFICE AT (909) 884-8732, EXT. 240 FOR INSPECTION TWO (2) WORKING DAYS PRIOR TO THE PERFORMANCE OF ANY WORK. WORK PERFORMED WITHOUT CALLING FOR INSPECTION SHALL BE REJECTED AND SHALL BE REMOVED SOLELY AT THE CONTRACTOR'S EXPENSE.
14. NO GRADING SHALL COMMENCE WITHOUT OBTAINING A GRADING PERMIT AND NOTIFYING THE GRADING INSPECTOR TO SCHEDULE A PRE-GRADING MEETING TWO WORKING DAYS PRIOR TO THE START OF WORK.
15. ALL ACTIVE IRRIGATION LINES ENCOUNTERED DURING CONSTRUCTION SHALL BE REPLACED WITH 12-GAUGE DIPPED AND WRAPPED WELDED STEEL PIPE.
16. PRIOR TO THE START OF GRADING ALL EXISTING VEGETATION AND DEBRIS, INCLUDING EXISTING STRUCTURES, FOOTINGS, FOUNDATIONS, RUBBLE, TREES AND ROOT SYSTEMS SHALL BE REMOVED FROM THE SITE TO THE SATISFACTION OF THE SOILS ENGINEER.
17. AFTER REMOVAL OF DEBRIS, ANY EXISTING FILL OR DISTURBED NATURAL SOILS SHALL BE EXCAVATED TO THE SATISFACTION OF THE SOILS ENGINEER.
18. THE EXPOSED SOILS SHALL THEN BE INSPECTED BY THE SOILS ENGINEER, AND ANY ADDITIONAL OVER-EXCAVATION SHALL THEN BE MADE IN ACCORDANCE WITH THE SOILS ENGINEER'S RECOMMENDATIONS AND AS CONTAINED IN THE SOILS REPORT.
19. THE EXPOSED SOILS SHALL BE SCARIFIED TO PROVIDE A BOND WITH NEW FILL, BROUGHT TO PROPER MOISTURE CONTENT AND COMPACTED TO AT LEAST 90% OF THE MAXIMUM DENSITY, AS DETERMINED BY ASTM D1557-78 OR EQUIVALENT COMPACTION SHALL BE OBTAINED BY METHODS SPECIFIED BY THE SOILS ENGINEER.
20. IF ANY UNFORESEEN SUB-STRUCTURES ARE ENCOUNTERED DURING CONSTRUCTION, THEY SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE SOILS ENGINEER BEFORE PROCEEDING FURTHER.
21. THE SOILS ENGINEER SHALL ALSO BE RESPONSIBLE TO VERIFY AND REPORT THAT PROPER COMPACTION HAS BEEN OBTAINED BY SUB-CONTRACTORS AND AGENCIES CONCERNING UTILITY LINE BACKFILL, INCLUDING, BUT NOT LIMITED TO SEWERS, WATER LINES, ELECTRICAL, GAS AND LANDSCAPE IRRIGATION LINES.
22. AN AS-GRADED GRADING PLAN AND THE CERTIFICATION OF COMPLIANCE FORMS FOR SAID GRADING PLAN WITH THE PROPER STAMPS AND SIGNATURES ARE TO BE SUBMITTED TO THE CITY ENGINEER PRIOR TO FINAL GRADING INSPECTION.
23. ANY DRIVE APPROACHES SHOWN ON THESE PLANS SHALL CONFORM TO CITY OF HIGHLAND STANDARDS NOTE THAT 4' OF SIDEWALK AT A 2% SLOPE SHALL BE MAINTAINED BEHIND DRIVE APPROACHES PER TITLE 24 AND ADA REQUIREMENTS.
24. THE CONTRACTOR SHALL CALL IN A LOCATION REQUEST TO UNDERGROUND SERVICE ALERT (USA), PHONE NUMBER 811, TWO WORKING DAYS BEFORE DIGGING. NO INSPECTION WILL BE PROVIDED BY THE CITY ENGINEER'S OFFICE, AND NO CONSTRUCTION PERMIT ISSUED INVOLVING EXCAVATION FOR UNDERGROUND FACILITIES WILL BE VALID UNLESS THE APPLICANT HAS BEEN PROVIDED AN INQUIRY IDENTIFICATION NUMBER BY USA.
25. FOR GRADING OF AREAS OF 1 ACRE OR MORE, A STORM WATER POLLUTION PREVENTION PLAN (SWPPP) SHALL BE KEPT ON-SITE AND MADE AVAILABLE UPON REQUEST OF A REPRESENTATIVE OF THE REGIONAL WATER QUALITY CONTROL BOARD (RWQCB) - SANTA ANA REGION AND/OR THE CITY OF HIGHLAND, PRIOR TO PERMIT ISSUANCE, SUBMITTAL OF CORRESPONDENCE FROM THE RWQCB STATING THE WQID NUMBER IS REQUIRED.
26. FOR INSPECTION PURPOSES, THE NORMAL WORK DAY SHALL BE CONSIDERED AS 7:00 A.M. TO 3:30 P.M., MONDAY THROUGH FRIDAY, EXCLUDING HOLIDAYS RECOGNIZED BY THE CITY. NEITHER THE SUBMITTER, HIS CONTRACTORS, NOR HIS SUB-CONTRACTORS SHALL PERFORM ANY WORK OUTSIDE THE ENUNCIATED WORKING HOURS WITHOUT THE PRIOR APPROVAL OF THE CITY ENGINEER, AND THE POSTING OF A DEPOSIT IN AN AMOUNT DETERMINED BY THE CITY ENGINEER TO BE USED AS PAYMENT FOR OVERTIME INSPECTION SERVICES.
27. FRONT YARD LANDSCAPING SHALL BE INSTALLED PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY.

PLAN PREPARED UNDER THE SUPERVISION OF: SEAL

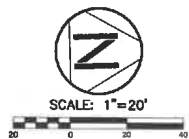


BENCH MARK:
CITY OF HIGHLAND BENCH MARK NO. 0001
ELEV: 1213.30 NAVD 1928
CHISELED "X" AT EAST END NORTHEAST CURB RETURN AT 5TH STREET AND CHURCH AVENUE

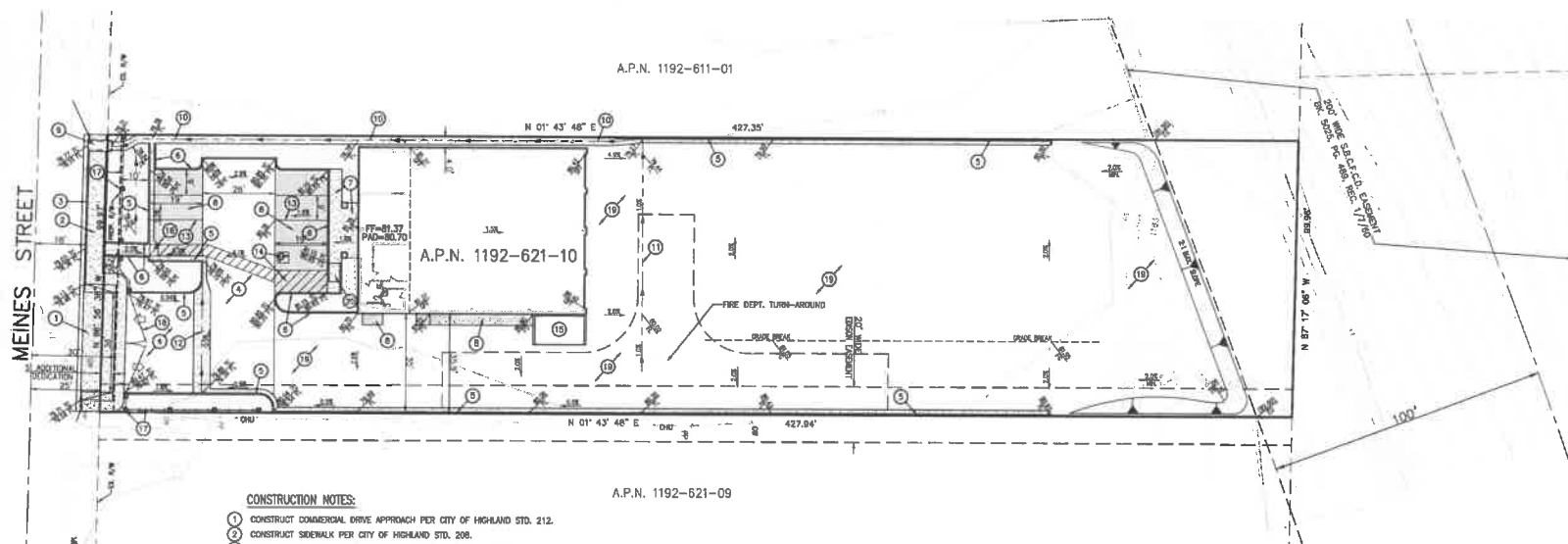
REVISIONS	

CITY OF HIGHLAND	
DRAWN: S.A.M.	DESIGNED: J.B.M.
RECOMMENDED BY: _____	CHECKED: B.K.M.
APPROVED BY: _____	DATE: _____
PLANNING DEPARTMENT	DATE: _____
BUILDING & SAFETY	DATE: _____
CORRECT WORK, CITY ENGINEER	DATE: _____
FOR 31415, EXP. 6/25/20	

PRELIMINARY GRADING PLAN	
A.P.N. 1192-621-10	SCALE: _____
MEINES STREET	FILE NO. _____
HIGHLAND, CA. 92346	SHEET 1 of 2



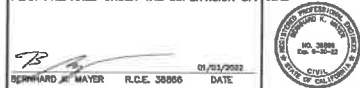
- LEGEND:**
- INDICATES EXISTING CONTOUR
 - INDICATES FINISH CONTOUR
 - INDICATES STREET CENTERLINE
 - INDICATES ADJACENT PROPERTY LINE
 - INDICATES PARCEL BOUNDARY
 - INDICATES 3:1 MAX SLOPE FACE
 - INDICATES LANDSCAPING
 - INDICATES FLOW LINE
 - PAD=50.0 — INDICATES PAD ELEVATION
 - F.F.=50.5 — INDICATES FINISH FLOOR ELEVATION
 - TC — INDICATES TOP OF CURB
 - FL — INDICATES FLOW LINE
 - FS — INDICATES FINISH SURFACE
 - FG — INDICATES FINISH GRADE
 - EG — INDICATES EXISTING GROUND



CONSTRUCTION NOTES:

1. CONSTRUCT COMMERCIAL DRIVE APPROACH PER CITY OF HIGHLAND STD. 212.
2. CONSTRUCT SIDEWALK PER CITY OF HIGHLAND STD. 208.
3. CONSTRUCT 6" CURB & GUTTER PER CITY OF HIGHLAND STD. 203.
4. CONSTRUCT A.C. PAVEMENT OVER CLASS 8 BASE OR CONCRETE PAVEMENT OVER NATIVE.
5. CONSTRUCT 6" CURB & GUTTER PER CITY OF HIGHLAND STD. 202.
6. CONSTRUCT 6" CURB CITY OF HIGHLAND STD. 201.
7. CONSTRUCT 4" THICK CONCRETE PAVING.
8. CONSTRUCT POROUS PAVEMENT OR PAVERS PER ARCHITECTURAL PLANS.
9. CONSTRUCT 36" CURB OUTLET STRUCTURE PER CITY OF HIGHLAND STD. 216A.
10. CONSTRUCT 36" WIDE BY 6" DEEP V-GUTTER.
11. CONSTRUCT GRADED SHALE AT 1.0% MINIMUM GRADE.
12. CONSTRUCT 6" WIDE CROSS GUTTER PER CITY STD. 205A.
13. PARKING LOT SIGNAGE AND STOPPING PER ARCHITECTURAL PLANS.
14. INSTALL ADA ACCESSIBLE PARKING STALL (DAD) PER ADA REQUIREMENTS.
15. CONSTRUCT COVERED TRASH ENCLOSURE PER ARCHITECTURAL PLANS.
16. MODIFY GUTTER TO 3" WIDE TO CREATE A MAX SLOPE OF 5.0% WITHIN ADA PATH.
17. WROUGHT IRON FENCE WITH COLLARS PER ARCHITECTURAL PLANS.
18. WROUGHT IRON SWING GATE PER ARCHITECTURAL PLANS.
19. GRAVEL SURFACE OR CLASS 8 BASE PER ARCHITECTURAL PLANS.
20. CONSTRUCT TYPE 1, CASE 8, ADA RAMP PER S.P.P.W.C. STD. 111-5.

PLAN PREPARED UNDER THE SUPERVISION OF: SEAL:



BENCH MARK:

CITY OF HIGHLAND BENCH MARK NO. 0001
ELEV: 1213.30 NAVD 1929
CHISELED "X" AT EAST END NORTHEAST CURB RETURN AT 5TH STREET AND CHURCH AVENUE

REVISIONS

CITY OF HIGHLAND			
DRAWN: B.A.M.	DESIGNED: J.B.M.	CHECKED: B.K.M.	
RECOMMENDED BY:	APPROVED BY:		
	PLANNING DEPARTMENT	DATE	
	BUILDING & SAFETY	DATE	
MATTHEW B. REDAETTY	DATE	ENGINEER SEAL CITY ENGINEER	DATE
REC 8888, EXP. 5/28/21		REC 23418, EXP. 5/25/20	

PRELIMINARY GRADING PLAN

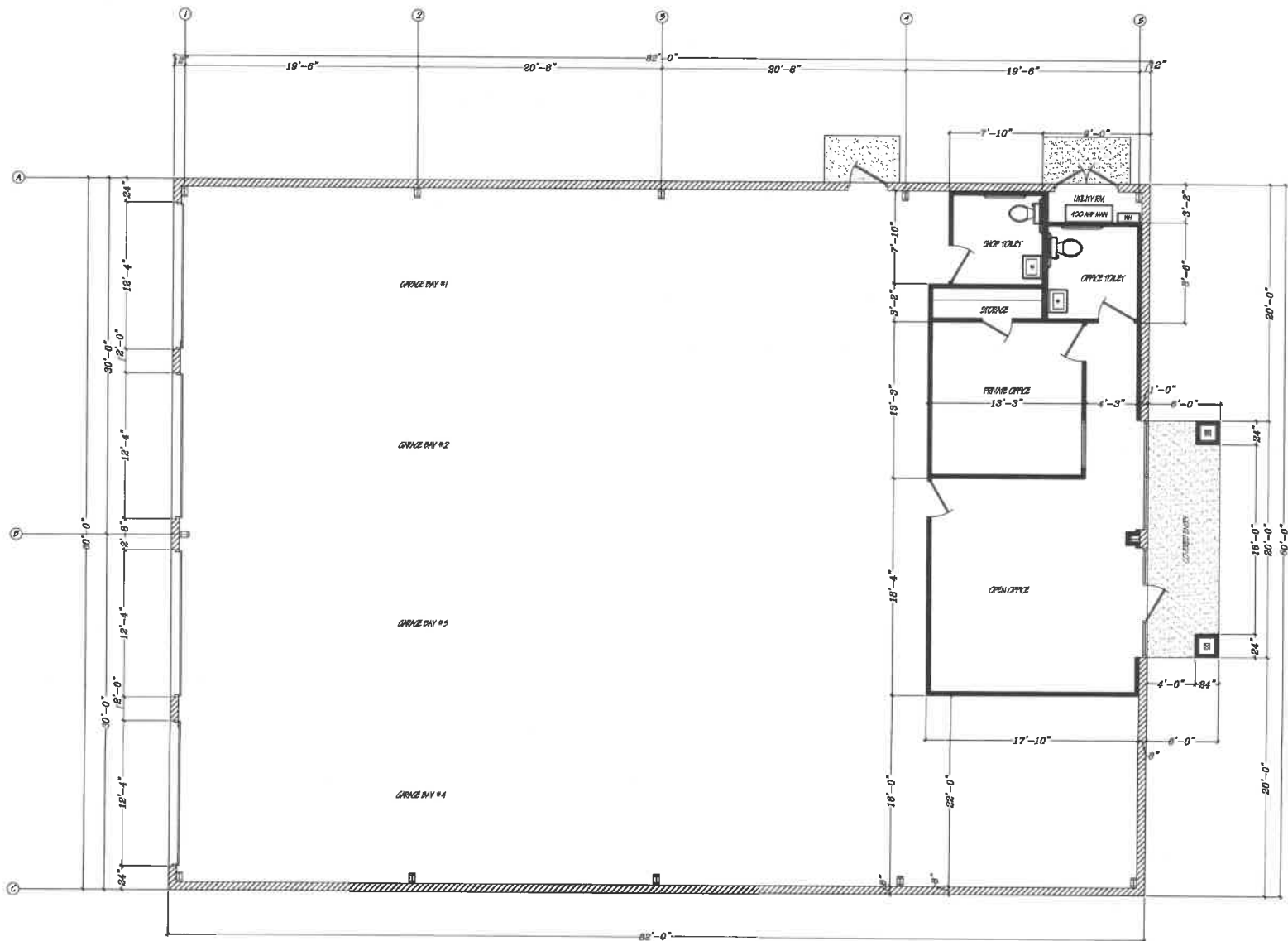
A.P.N. 1192-621-10
MEINES STREET
HIGHLAND, CA. 92346

W.O.

SCALE:

FILE NO.

SHEET 2 of 2

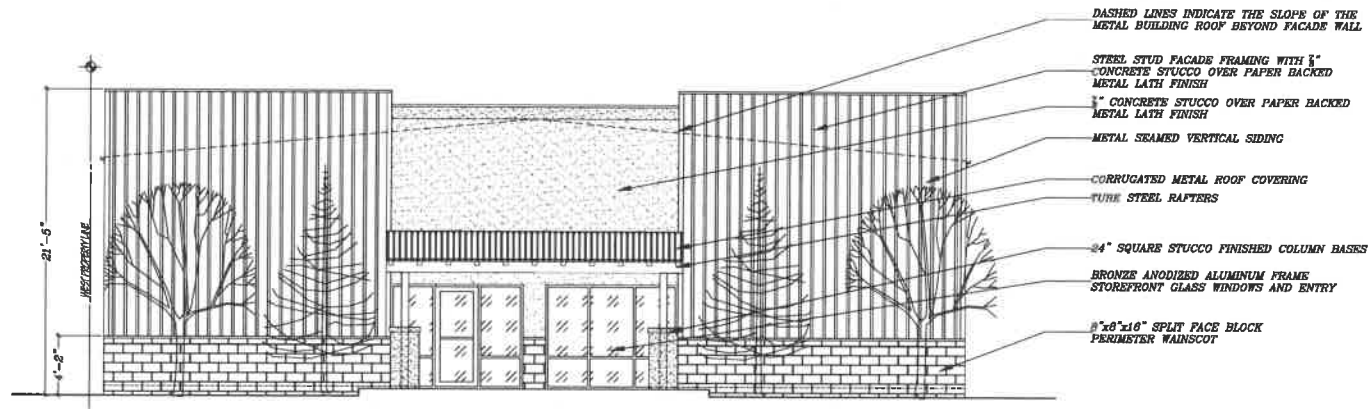


FLOOR PLAN
TOTAL FLOOR AREA: 4,920 sq.ft.

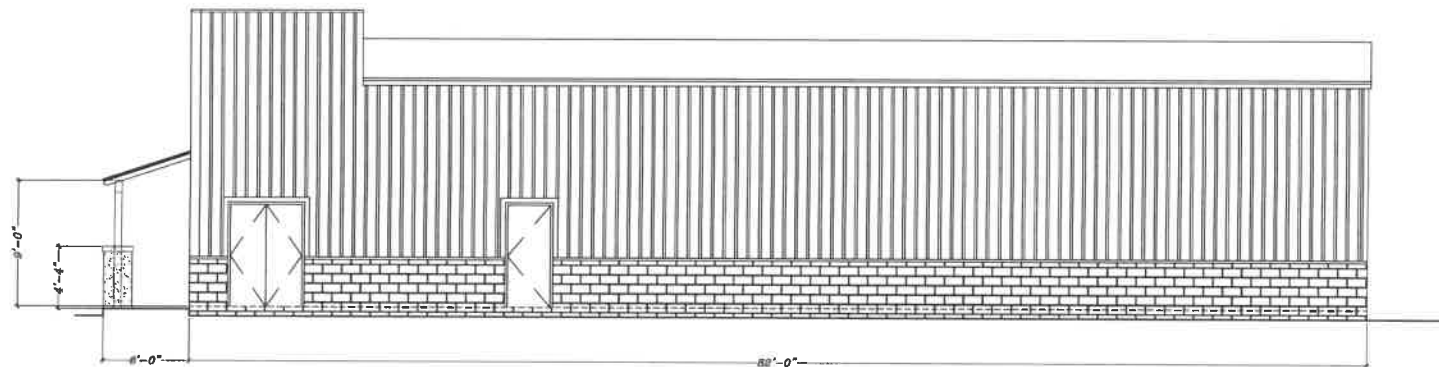
BUILDING AREA CALC.	
OFFICE AREA	780 sq.ft.
GARAGE / SHOP AREA	4,170 sq.ft.
TOTAL BUILDING AREA	4,920 sq.ft.

WALL LEGEND	
5'-0" x 6'-0" CONCRETE WALL TO 40' HP	
24" STUP WALL (PLASTERED)	
24" INSIDE STUP PARTITION WALL	

Robertson Design Group P.O. Box 431 Calimesa, CA. 92320 (909) 557-5674	
FLOOR PLAN	
Project: A GARAGE / SHOP WITH OFFICE FOR MIKE & LINA ROULET 27000 MENES STREET / HIGHLAND CA 92346	
Date: 1/4" = 1'-0" Drawn by: BRAD R.	
Job Number: /	
Revision Number: /	
Print Date: 02/09/22 Drawing Date: 10/2021	
Sheet: A-1	



FRONT (SOUTH) ELEVATION



RIGHT SIDE (EAST) ELEVATION

1/2" = 1'-0"

DATE: 02/01/22

BY: BRAD R.

CHECKED: 10/1/2021

PROJECT: A GARAGE / SHOP WITH OFFICE FOR MIKE & CHINA ROULET

27000 MENES STREET / HAYLAND CA 92546

ROBERTSON DESIGN GROUP

P.O. BOX 431

CALIFORNIA, CA. 92320

(909) 557-5674

EXTERIOR ELEVATIONS

Scale: 1/4" = 1'-0"

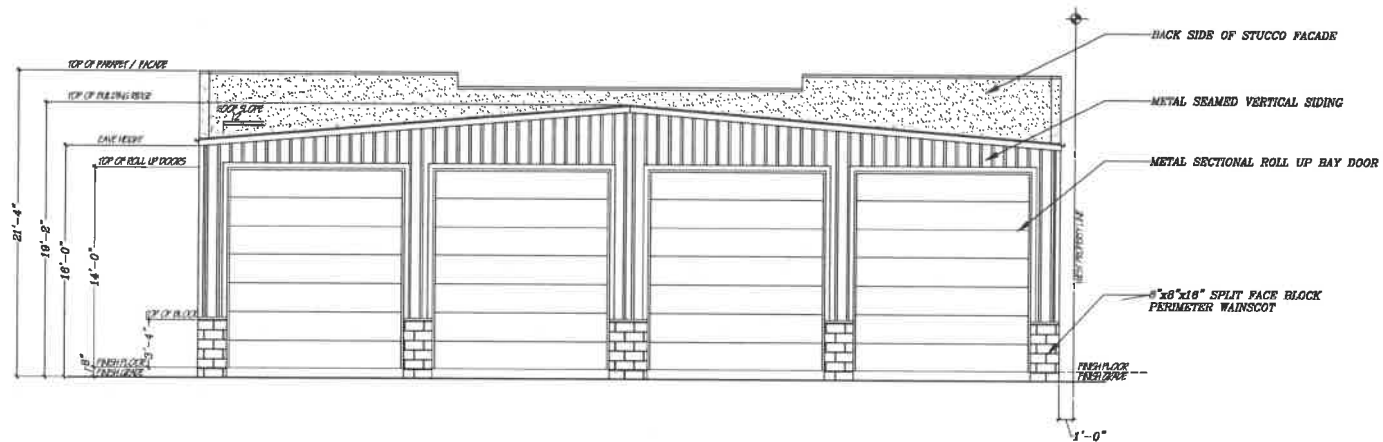
Drawn by: BRAD R.

Job Number:

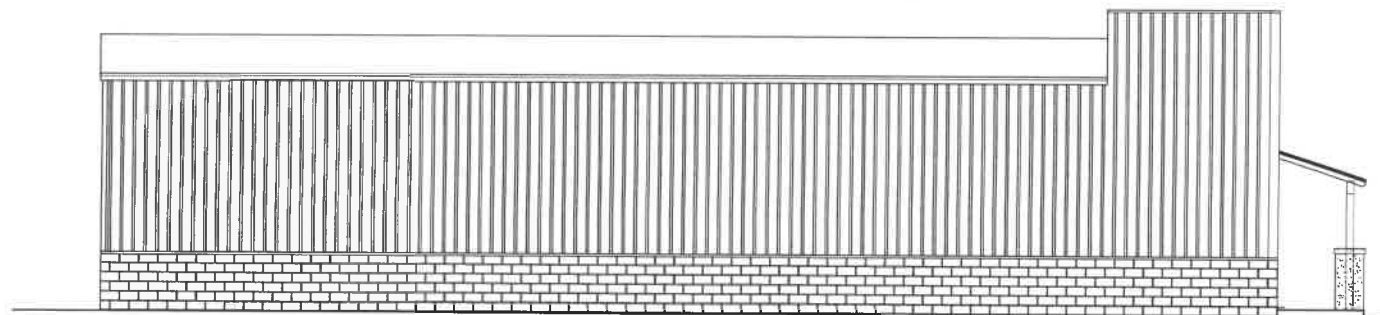
Revision Number:

Print Date: 02/01/22

Sheet: A-2



REAR (NORTH) ELEVATION



LEFT SIDE (WEST) ELEVATION

Robertson Design Group 11745 S. Main Street, Suite 100 P.O. Box 431 Calimesa, CA 92520 (909) 557-5674	
ROBERTSON DESIGN GROUP P.O. BOX 431 CALIMESA, CA. 92520 (909) 557-5674	
EXTERIOR ELEVATIONS A GARAGE / SHOP WITH OFFICE FOR MIKE & LINA ROQUEL 27000 MAINES STREET / HIGHLAND, CA 92346	
Date: 11/11/11 Drawn By: BRAD R. Job Number: Revision Number: Print Date: 02/05/12 Sheet: A-3	



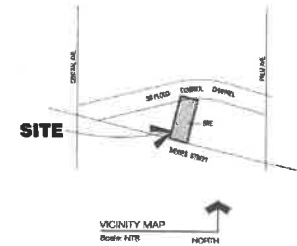
GARAGE, SHOP & STORAGE FACILITY

CONCEPTUAL LANDSCAPE PLAN

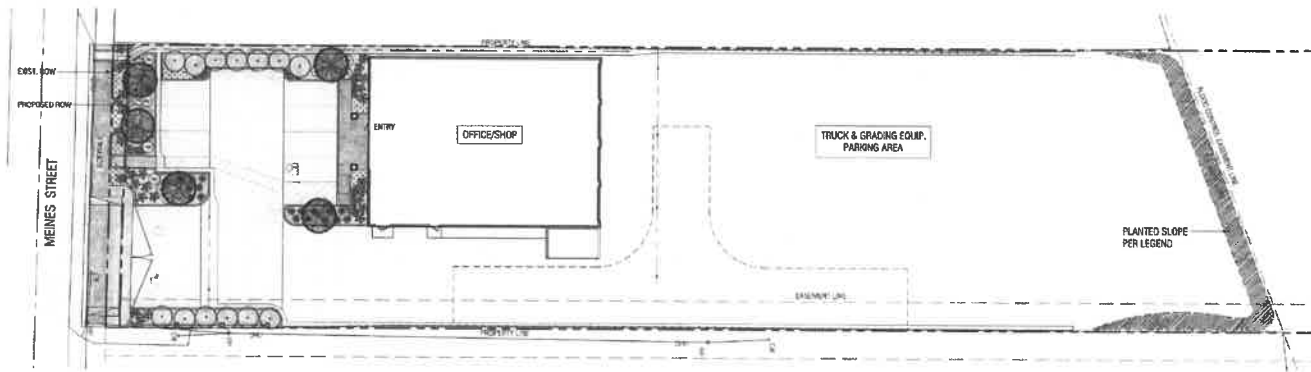
27000 Meines Street
Highland, CA 92346
APN: 1192-621-10

Applicant:

Michael & Gina Roquet
6887 Browning Road
Highland, CA 92346
Contact: Michael or Gina Roquet
Phone: (951) 453-1862
Email: ginaroquet@yahoo.com



Total Landscape Area: 3,015 Sq. Ft.



Planting Legend

SYMBOL	QTY.	SIZE	BOTANICAL NAME	COMMON NAME	WATER USAGE	INTENDED MATING SIZE (H x W)
	5	(2)15 Gal., (3)24" Box	Lagerstroemia x 'Natchez'	Crape Myrtle	Mod	25' H, Ø 12"
	13	5 Gal.	Callistemon citrinus	Lemon Bottlebrush	Low	10' H, Ø 10"
	28	5 Gal.	Hesperaloe parviflora 'Lionheart'	Red Yucca Cultivar	Low	3.5' H, Ø 3.5"
	17	5 Gal.	Muhlenbergia capillaris 'Royal Mist'	Pink Muhly	Low	3' H, Ø 6"
	23	1 Gal.	Salvia leucantha	Mexican Sage	Low	3.5' H, Ø 4.5"
	172	1 Gal.	Teucrium cossonii majoricum	Germander	Low	8" H, Ø 1.5"
	50-50	Sq. Ft.	Calyophytus hartwegii 'tender'	Sundrops	Low	1' H, Ø 2"
	912	1 Gal.	Eriogonum fasciculatum 'Theodore Payne'	California Buckwheat	Low	2.5' H, Ø 4"
	85	Sq. Ft.	4" - 6" Granite River Rock as accent			

PLANTING NOTES:

NO SUBSTITUTIONS, SPECIES OR VARIETY. CONTRACTOR ASSUMES ALL RESPONSIBILITY FOR ALL ISSUES RESULTING FROM SUBSTITUTIONS. DESIGN WAS CREATED USING EXACT VARIETY INDICATED.
IF SUBSTITUTIONS ARE NECESSARY, CONTRACTOR MUST CONTACT LANDSCAPE ARCHITECT FOR SUBSTITUTION APPROVAL.
A 3" DEEP LAYER OF SHREDDED BARK MULCH SHALL BE PLACED IN ALL PLANTING BEDS.
PLANT COUNTS ARE FOR BIDDING PURPOSES ONLY. CONTRACTOR SHALL BE RESPONSIBLE FOR EXACT COUNT PER PLAN.
ALL ABOVE GROUND UTILITIES AND IRRIGATION EQUIPMENT SHALL BE SCREENED.

CONCEPTUAL PLAN
Scale: 1" = 20'
NORTH

I AGREE TO COMPLY WITH THE REQUIREMENTS OF THE CITY'S WATER EFFICIENT LANDSCAPE ORDINANCE AND SUBMIT A COMPLETE LANDSCAPE DOCUMENTATION PACKAGE.

SIGN: DATE: 1/17/2022



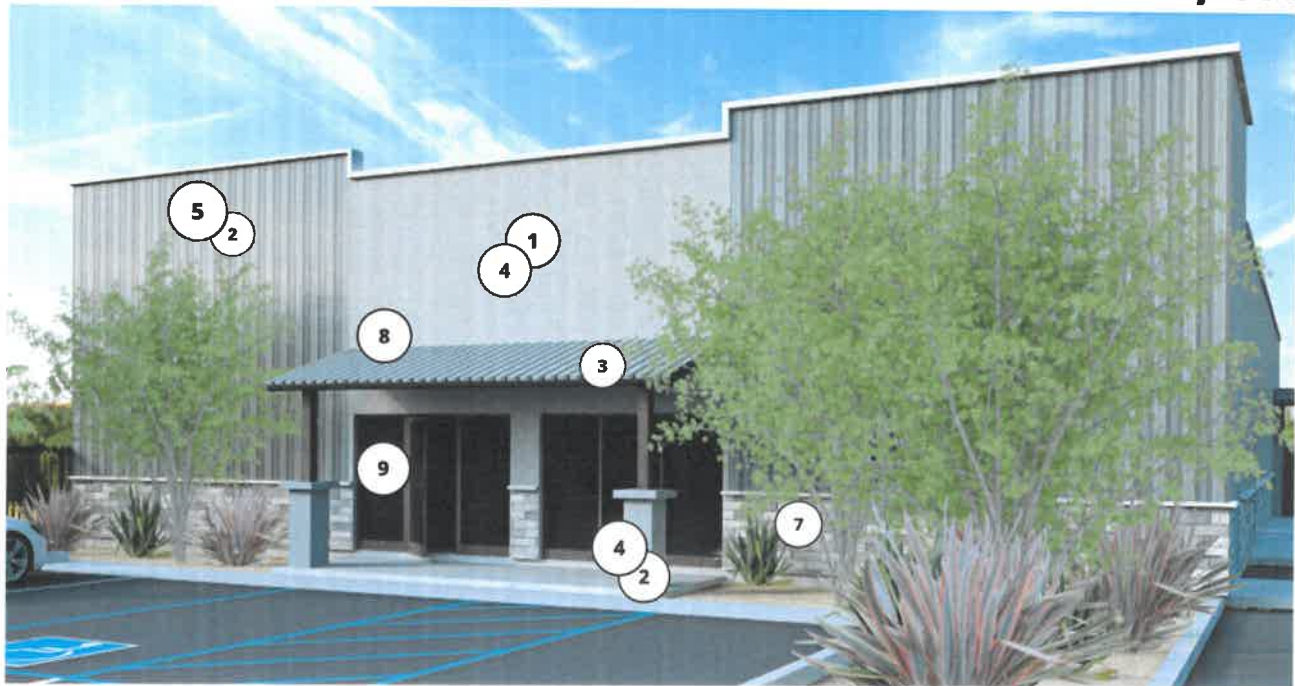
JOB: 22-02 LKD VB
January 11, 2022



1585 South 'D' Street, Suite 202
San Bernardino, CA 92408
phone: (909) 888-5568
e-mail: richardpopeassociates.ia@gmail.com
Richard Pope, Landscape Architect CA# 2664

ATTACHMENT 3
Colored Building Elevations

MEINES ST. HIGHLAND, CA



**FADED
GRAY**



DUNN-EDWARDS
DEW382

**SILVER
SPRINGS**



DUNN-EDWARDS
DE8346

**DRAW YOUR
SWORD**



DUNN-EDWARDS
DE348



STUCCO



VERTICAL METAL
SIDING



WROUGHT
IRON FENCE

TEXTURED FINISHES



SPLIT FACE
BLOCK



CORRUGATED
METAL



BRONZE ANODIZED
ALUMINUM FRAME

MEINES ST. HIGHLAND, CA



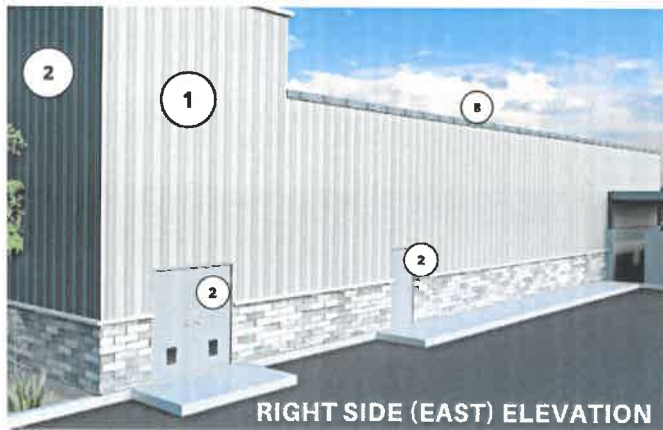
FRONT (SOUTH) ELEVATION



FRONT (SOUTH) & RIGHT SIDE (EAST) ELEVATION



REAR (NORTH) - TRUCK AND GRADING EQUIPMENT PARKING AREA



RIGHT SIDE (EAST) ELEVATION

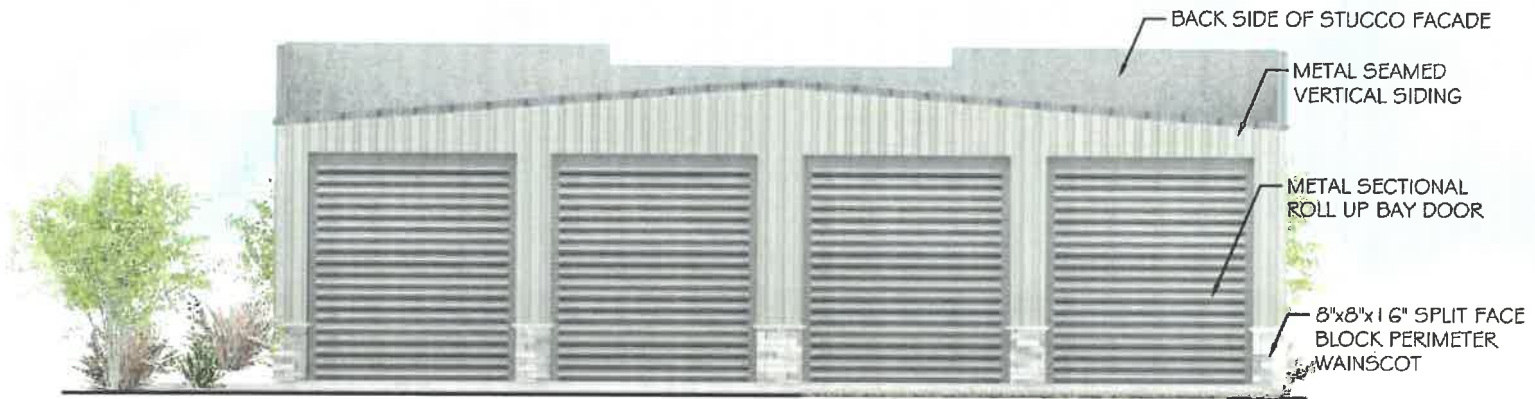


REAR (NORTH) ELEVATION



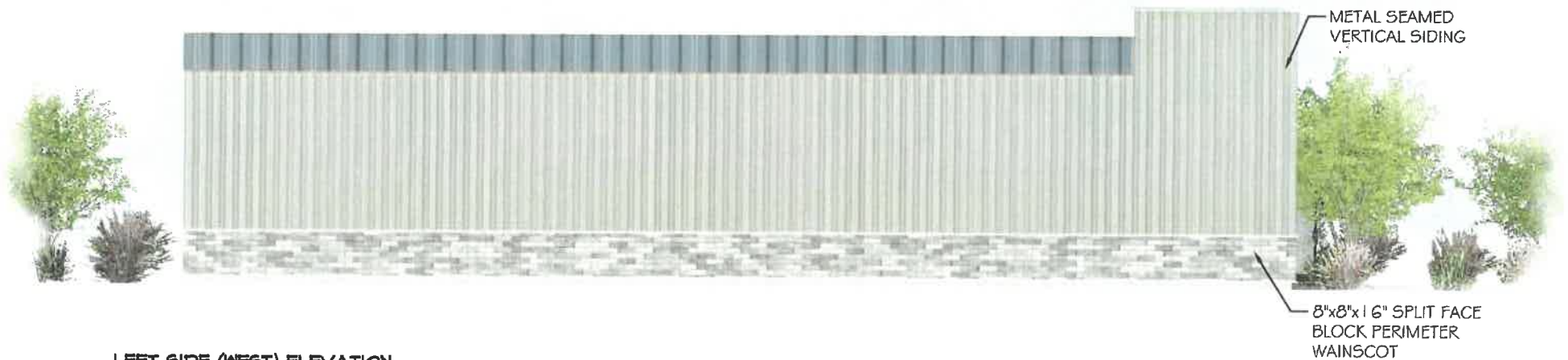
LEFT (WEST) ELEVATION

GARAGE/ SHOP WITH OFFICE: MEINES STREET/HIGHLAND, CA-GINA & MIKE ROQUET



REAR(NORTH) ELEVATION

NTS



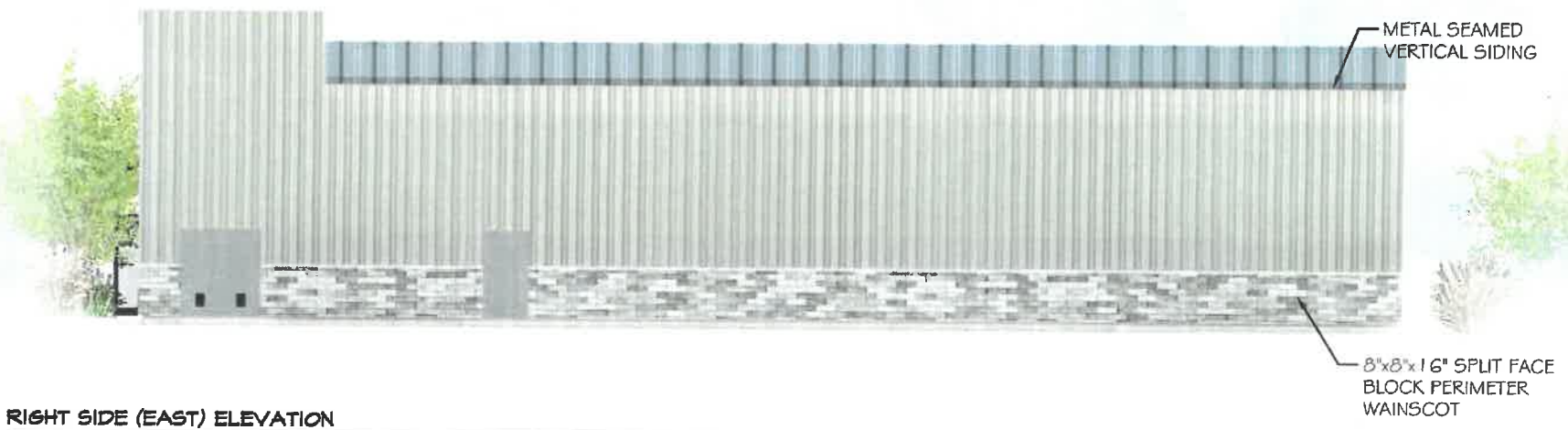
LEFT SIDE (WEST) ELEVATION

NTS

GARAGE/ SHOP WITH OFFICE: MEINES STREET/HIGHLAND, CA.-GINA & MIKE ROQUET



NTS



NTS

Variegated CMU



Variegated Colors



Borrego
Split Face



Tuscan
Split Face



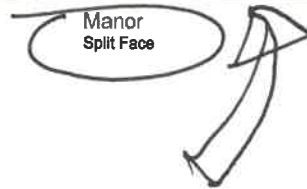
Manor
Split Face



Versante
Split Face



Manchester
Split Face



ORCO PRODUCT FOR WAINSCOT &
BLOCK FENCE PILASTERS



Set Your Project Apart

ATTACHMENT 4

Public Comment

COMMENTS REGARDING Design Review Application No. 22-003 for "Roquet Contractor's Office and Shop":

Your comments must be received by this office no later than **March 3, 2022**. Comments received after that date may not be considered in the decision. If you have no comment, no reply is necessary.

First, this notice only covers one parcel – but the construction is being done on two parcels. It appears that the Parcel to the West is also included but not mentioned in this Notice.

Second, Meines Street is a 'NOT THROUGH' street. The City of Highland recently replaced the sign and moved it closer to the street entrance off Palm but that has not detoured the heavy traffic coming down the street and not being able to exit the street without backdown the length of the street. Many years ago, the City of Highland placed a large wooden barrier at the end of the street. But that has not stopped people from either going around the barrier and driving across the vacant land to enter 5th Street just before Central Ave. Some of the drivers have even removed fencing installed by owners of the vacant land to continue to have access to 5th from Meines. As of now, they have a nice, compacted road from Meines to 5th driving across 2 vacant lots to enter 5th. It's become a 'little side show' to see if they will get stuck or not and specially in the summer months after the lots have been plowed for weed abatement. But the real problem is the 18-wheel Big Rigs who come down the street and must back all the way back down the street because there are no unfenced lots now that this project has started. The City of Highland has allowed what was residential homes on 5th Street to become businesses that take their delivers on Meines instead of on 5th Street and a few weeks ago a Big Rig got stuck in the soft soil and had Meines blocked for over 30 minutes ... that I know of because I was leaving my home, which is the last house on Meines to run an errand at lunch time. The truck finally got unstuck and I was able to leave ... I come back about 30 minutes later and ... you guessed it! ... Big Rig has the street blocked again. This time it was 15 minutes before he could get the truck backed up enough to let me around. What if I needed the police for something, or God forbid I needed an ambulance or fire truck?

What are plans for this business which is going to have a shop for his business and the large trucks that will either be used for work or being repaired/maintenance? What is all the additional traffic on a Residential Street going to do to our street? How long will this street hold up to this type of traffic? How are is the city going to stop this small Residential Street from being blocked so that Emergency vehicles or even your Citizens can leave their homes when they have other business or appointments to keep?

Oh, one other item ... please tell me that you are going to have the property properly addressed w/the US Post Office. Because the property just West of this project has a housing number that is smaller than mine ... deliveries must be redirected, and a special note had to be added to 911 so that fire and police could actually locate my house.

Sincerely,


Ronni Jean Marrs

Homeowner of 26998 Meines Street Highland CA

ATTACHMENT 5
PC Resolution No. 2022 - _____

RESOLUTION NO. 2022 – ____

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING DESIGN REVIEW APPLICATION NO. DRA 22-003, TO CONSTRUCT A 4,920 SQUARE-FOOT CONTRACTOR'S OFFICE, SHOP/GARAGE, AND STORAGE YARD ON A .98-ACRE SITE WITHIN THE INDUSTRIAL (I) ZONING DISTRICT LOCATED AT ON THE NORTH SIDE OF MEINES STREET, 1200' WEST OF PALM AVENUE. ASSESSOR'S PARCEL NUMBER: 1192-621-10.

APPLICANT/OWNER: MIKE & GINA ROQUET

A. RECITALS

1. On February 2, 2022, the Applicant filed an application with the City of Highland to request approval of Design Review Application No. DRA 22-003 to construct a 4,920 square-foot contractor's office, shop/garage, and storage yard located on the north of Meines Street, 1200' west of Palm Avenue. Assessor's Parcel Number: 1192-621-10.
2. The Applicant is proposing to utilize the property as a commercial contractor's office, vehicle and equipment storage yard, and garage to accommodate an asphalt/paving business. The development will include a new building, new fencing, landscaping, parking, fire turn around, loading area, and trash enclosure.
3. On April 5, 2022, the Planning Commission of the City of Highland conducted a Public Hearing at the City Hall Council Chamber in Highland, California, at 6:00 p.m.
4. All legal prerequisites to the adoption of this Resolution have occurred.
5. Pursuant to CEQA, project is Categorically Exempt from environmental proceedings under the California Environmental Quality Act (CEQA) guidelines pursuant to Section 15332, Class No. 32: consisting of projects characterized as in-fill development meeting the conditions described in this section:
 - (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 report offered at said hearing, including the staff report to the Planning Commission dated April 5, 2022, 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):
 - a. That the proposed project is consistent with the General Plan or Specific Plan.

Response: The project is located within the Industrial (I) land use designation. The proposed use for this property is a contractor's office, shop and storage yard which is permitted in the Industrial (I) zone, subject to a Major Design Review Application. The proposed project seeks to construct a 4,920 square foot industrial building to establish an asphalt/paving contractor's business use which is consistent with the goals and policies of the General Plan. The project site is not located within a specific plan.

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

Response: The proposed use is in accordance with the objectives of the Highland Municipal Code and the intent of the Industrial (I) zoning district including the use of the property as a contractor's yard (Table 16.24.030.A) as well as the *Special Site Development Standards* and Section 16.52 *Parking Requirements*. The project meets or exceeding the objectives by providing a high quality industrial development that compliments the surrounding industrial land uses while creating an attractive, cohesive

combination of modern industrial architectural styles and colorful and water efficient landscaping.

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

Response: The proposed use is in compliance with city design and landscape standards and criteria because the development will be required to construct off-site improvements which including curb, gutter and sidewalk to an unimproved street. The project will improve the existing undeveloped site by providing landscaping, fencing, parking, drainage and high quality architecture. The landscaping meets the City's design criteria and water efficient regulations.

- 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 new industrial building 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 landscaping, ADA compliance, and parking have been exhibited by the site plan. The conditions of approval have been modified to ensure compliance with applicable development policies and standards within the city. Also, the proposed project will be constructed in compliance with applicable building, fire and public works codes, guidelines and conditions.

- 4. Based on the Findings of Fact set forth above, the Planning Commission approves Design Review Application (DRA) No. 19-008 to construct a contractor's business use located at APN No.: 1192-261-10 by adopting the conditions of approval attached hereto and incorporated herein by reference.

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.

PASSED, APPROVED AND ADOPTED this 5th day of April, 2022.

ATTEST:

Randall Hamerly, Chairman
Planning Commission

Lawrence A. Mainez
Community Development Director

CITY OF HIGHLAND
PLANNING DIVISION CONDITIONS OF APPROVAL

Date: April 5, 2022
Applicant: Mike & Gina Roquet
File/Index: Design Review Application No. DRA 22-003
Proposal: Development of a commercial contractor's business office and shop/garage including review of a Site Plan, Building Elevations, Preliminary Grading Plan and Conceptual Landscape Plan.
Location: A single lot, approximately .98 acres in area, located on the north side of Meines Street, approximately 1,200 feet west of Palm Avenue. (Assessor Parcel Number: 1192-621-10)

PLANNING CONDITIONS OF APPROVAL

Note: These conditions represent Planning Division conditions only and are meant to be only one part of the Project's overall conditions that include Building and Safety, Engineering, and Fire Prevention conditions of approval. All required on-site and off-site improvements shall be completed and approved prior to final inspection for occupancy, except where noted.

Design Review Application (DRA) No. 22-003 is conditionally approved, subject to compliance with the requirements as specified below. The Conditions listed below are continuing Conditions; failure of the Applicant and/or operator to comply with any or all Conditions at any time, shall result in initiating revocation of the subject permit.

1. Design Review Application No. 22-003 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, and have occurred within thirty-six (36) months from the approval date 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 community development department no less than 30 calendar days nor more than 90 calendar days prior to the expiration date of the permit or approval. Such application shall be filed together with the City's processing fee, as established by the City Council.

NOTE: All required on-site and off-site improvements shall be completed and approved prior to final inspection for occupancy.

2. The operator and recorded owner of the property shall submit to the Planning Division written evidence of agreement with all conditions of approval before the approval becomes effective. Plan check cannot begin prior to receipt of this signed documentation.
3. 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.
4. The Owner/Applicant is responsible for implementing all conditions of approval to the satisfaction of each department/division. 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.
5. The project consists of a 4,920 square foot building to be utilized as a contractor's office, garage and shop for a paving/asphalt business. Related improvements include parking, vehicle and equipment storage area, fencing and landscaping. Approvals include a Site Plan, Building Elevations, Preliminary Grading Plan and Conceptual Landscape Plan.
6. The subject property shall be developed in accordance with plans, colors, and materials approved by the Planning Commission on April 5, 2022, on file with the City of Highland Planning Division, and shall be in compliance with all conditions of approval contained herein.
7. Revisions, modification, or deletions of associated plans or land use must be submitted to the Planning Division for review and approval. Revisions may require additional review by the Planning Commission.
8. The Development Impact Fees shall be paid in accordance with City policy. The Development Impact Fees are calculated at the fee rate in effect at the time of building permits issuance.

9. A copy of the utility plan shall be submitted with or prior to the submittal of a grading plan to the Community Development Director and City Engineer for review and approval. The utility plan shall show the location of all proposed above ground electrical transformers, utility cabinets, back flow devices, detector check valves, etc. both on site and in the public right-of-way.
10. 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 7 parking stalls are required on-site.
 - a. All parking areas shall be provided with nighttime security lighting. Lighting shall be shielded and directed to reflect away from neighboring properties.
11. The Applicant / Developer shall install a bicycle rack on-site near the building. The bike rack shall park a minimum of one (1) bicycle. The bike rack shall be located in areas where they will not impede the flow of pedestrian traffic.
12. All ground mounted, as well as wall mounted mechanical, electrical, or gas equipment shall be screened from public view by the use of landscaping and/or architectural treatments compatible with the adjoining building's architectural design.
13. All rooftop mounted mechanical equipment, with the exception of solar panels, shall be screened from public view. This can be accomplished by architectural treatments of parapets equal in height to the tallest piece of roof-mounted equipment.
14. A photometric plan shall be provided to the Planning Department for review and approval prior to issuance of a grading plan in compliance with the following standards:
 - a. Lighting shall meet the following HMC standards from Table 16.40.160.A for low activity industrial uses or other similar Standards, as approved by the Planning Commission:
 - Maintained Footcandles - 0.2 min.
 - Uniformity Avg.: Min - 5.9 : 1
 - Average Foot-candle – 1.1
 - Building entrances - 5.0 avg.
 - Illumination levels are defined as maintained horizontal footcandles on the task.
 - Average illumination values should not exceed minimum values by more than the product of the minimum value and the specified ratio.

- In no case should illumination exceed 0.1 footcandles measured at the property line
 - b. Parking lot light standards shall not extend higher than the height of the building or twenty-two (22') in height which ever is higher (measure from grade).
 - c. All lighting fixtures shall be adjusted or designed to shine diagonally / downwards to avoid spillover and glare on the surrounding community with average of 0.5 footcandles to avoid spillover and glare impacts on the surrounding community and roadways.
 - d. Security lighting shall be installed to adequately illuminate the facility. All security lighting shall be shielded and directed away from surrounding residential uses, businesses, and public right-of-way, and not be of unusually high intensity.
 - e. Parking lot light standards shall be located at a distance from parking lot trees, so the trees do not interfere with the lighting pattern or the light fixture. Lighting standards shall be shown on the landscape plans and appropriately positions so as not to displace the intended location of trees in parking lot planters.
15. No floodlights or other up-lighting shall be permitted for the purpose of illuminating the building or large open areas unless approved by the Community Development Director.
16. The design and installation of the Signs shall be in accordance with Chapter 16.56, Sign Regulations, of the Highland Municipal Code.

Landscaping

17. The Applicant / Developer shall submit three (3) copies of a final landscape / irrigation plan along with appropriate fees, to the City Planning Division for plan check. Said landscape plan shall show the type, size, and location of landscaping materials and a date by which time the planting is expected to be completed. Said landscape plan shall be signed by a landscape architect and incorporate the following criteria:
- a. All landscaping and irrigation systems shall be permanently maintained.
 - b. The plants selected and planting methods used shall be suitable for the soil and climatic conditions of the site.
 - c. Landscape plans shall show any proposed walls and/or fences. All walls shall be designed and constructed to incorporate design features such as tree

planter wells, variable setback, split-face block, columns, or other special features to provide visual and physical relief along the wall face.

- d. One hundred percent (100%) of all landscape areas or exposed soil shall be covered with either shrubs or groundcover as approved by the City's Landscape Architect.
- 18. All (5) trees are currently specified as Crape Myrtles. Utilize an alternate evergreen species for at least (2) of the (5) trees
- 19. Increase tree container size to 36" box min. for at least (2) of the (5) total trees;
- 20. Increase container size of (13) 5 gal. Bottlebrush shrubs to 15 gallon
- 21. Provide confirmation that the Low Impact Development (LID) features will not overlap planting areas, or adjust planting in said LID areas to complement the grading and soil moisture aligning with the anticipated LID function
- 22. A three (3) foot high berm or hedge row shall be installed along the front landscape planter between the sidewalk and parking lot.
- 23. Clinging vines shall be installed along the chainlink fencing on the westerly and northerly project boundary to screen the site. The vines shall be planted in a manner as to provide full coverage.

Agency Conditions

- 24. As required by the San Bernardino County Department of Public Works correspondence dated March 8, 2022, File 10(ENV)-4.01, Permits/Operations Support Division 909-387-7995, 1. Portions of the Project are adjacent to the San Bernardino County Flood Control District (SBCFCD) right-of-way and facility. Any encroachments on the District's right-of-way or facilities, including but not limited to access, fencing and grading, utility crossings, landscaping, new and/or alternation to drainage connections will require a permit of the SBCFCD prior to start of construction. The necessity for permits, and any impacts associated with the, should be addressed in the subsequent environmental documents prior to adoption and certification. If you have any questions regarding this process, please contact the FCD Permit Section at (909) 387-1863.

City of Highland

Engineering Department
Conditions of Approval
DRA 22-003
APN 1192-621-10 Meines Street

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

GRADING

- E 1. Submit 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 2. Design on-site improvement to accommodate off-site drainage, if any, around or through the project site in a manner that does not adversely affect adjacent properties. Implement Low Impact Development design shown on the preliminary grading plan.
- E 3. Submit structural design and location for trash enclosure structure for review and approval by the City Engineer.
- E 4. Prepare grading and landscaping plans to comply with the City's sight distance requirements at public street intersections and at private driveways. Walls, fencing, monument signs, slope, landscaping, utility structures, etc. in the line of sight must not exceed 30" in height measured from the flowline of the street.
- E 5. Design short term erosion control in accordance with Best Management Practices such as, silt fencing to control site perimeter, sand bag barriers or other methods to stabilize disturbed areas, as approved by the City Engineer.
- E 6. Obtain written permission from the adjoining property owner(s) for offsite grading or fences or walls, if located on property line.

STREET IMPROVEMENTS

- C* 7. Construct new street improvements including, but not limited to, 6" curb and gutter located 18' north of street centerline, 6'-wide curb-adjacent sidewalk, standard commercial drive approach on Meines Street project frontage. Removal of existing improvements, and construction of transitional improvements on Meines, as directed by the City Engineer.
- E 8. Design public sidewalk in accordance with the State of California Accessibility Standards, Title 24 of the California Administrative Code.

- C 9. Submit "Record Revisions" to all design plans to reflect the improvements as constructed, and any changes made during construction.

WATER QUALITY/DRAINAGE

- E* 10. Comply with applicable requirements of the National Pollutant Discharge Elimination System (NPDES) permit program. Provide written verification from the Regional Water Quality Control Board specifying the project's WDID number. Demonstrate erosion/ sediment control measures to be utilized during grading and construction.
- E* 11. Construct under sidewalk drain or area drains with curb cores to discharge overflow from underground infiltration basin into Meines Street right of way.

DEDICATION/ANNEXATION

- B* 12. Dedicate to the City, via a separate instrument, public right-of-way to provide a 30-foot half-width public street across the Meines Street frontage and 4.5' sidewalk easement as required with the construction of the commercial drive approach (City Std. 213).

FEES/PERMITS

- E 13. Obtain a grading and/or construction permit from the City Engineer prior to any on-site grading or construction within the City's right-of-way.
- D 14. Pay appropriate City fees for dedications, plan check, structural calculation review, on-site and off-site inspection, utility excavation permits, GIS map update, microfilming and storage of maps and plans, and other required fees.

UTILITIES/CONSTRUCTION

- E 15. Install construction fencing and screening in accordance with Building and Safety Division Policy 335.
- C 16. Construct trash enclosure with a solid roof per City Standard 700.
- C 17. Coordinate, and where necessary, pay for the relocation of any existing public utilities as necessary.
- C 18. Provide utility services to the proposed building, including sanitary sewers, water, electric, cable, internet, gas, and telephone. All onsite utilities are to be underground.
- C 19. Reconstruct existing public improvements removed or damaged during construction as approved by the City Engineer. Pavement repair, which may include A.C. overlay, T-cut trench repair and/or slurry seal shall be across all or a portion of damaged pavement as determined by the City Engineer.
- D 20. Comply with the prevailing City design and construction standards and requirements at the time of permit issuance.
- E 21. Plot all easements on grading plan and note disposition of any existing utilities, appurtenances, fences, and access roads.

- E 22. Provide overall lot dimensions. Plot location of existing utilities in the surrounding area and include existing lateral for sewer and water and fire hydrant.
- B 23. 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 24. All underground structures, except those desired to be retained, must be broken in, backfilled, and inspected before covering.
- E 25. At the time of formal development application, provide a preliminary title report for the subject site.

Building and Safety Division Conditions of Approval

Date: February 28, 2022
Applicant: Mike & Gina Roquet
Address of Applicant: Unknown
Site Location: Meines St. - Appx 1200' west of Palm Ave.
Project #'s: DRA 22-003
APN: 1192-621-10-0000

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

- (3) Architectural Plans
- (3) Condition of Approval from all departments:
To be included in Architectural plan set at plan submittal
- (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
- (2) Roof and Floor Truss Plans (as Applicable)
- (2) Title 24 Energy Calculations or within the plan sheets
- (2) Soils Report
- (3) Precise Grading Plans
 - * Grading, Photometric, or Landscape Plans:
Please mark "FOR REFERENCE ONLY"
- (3) Site Disabled Access Plan
- (3) Temporary Fence Plan
- (1) Fire Flow Test (from EVWD)

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. Prior to issuance of building permits, provide a receipt from the appropriate Unified School District stating that all school fees have been paid.
(San Bernardino Unified School Districts)
4. All onsite utilities are to be underground. As approved by the Planning Division, utility cabinets and transformers are exempt.
5. Construction projects requiring fire permits must apply and submit fire plans prior to the issuance of the building permit, including fire sprinkler submittals.
6. Building and Safety does not release all meters until final approvals are obtained from all agencies and departments. Policy 295.
7. It has come to the City's 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 be 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 via an alternate material and methods application.
8. 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.
9. The Developer/Owner is responsible for the coordination of the building final and 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, or provide agency approved signed documentation, and provide a copy of the signatures to Building and Safety at the time the final inspection is requested.
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. All development projects shall submit a construction fencing plan with the

construction design plans. Construction projects that have phased occupancy shall be completely separated by a construction fence that is screened and show the adjusted fence locations at each phase.

12. 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.
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 inspection, the trash receipts shall be forwarded to the City Public Services 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. 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.
16. Prior to issuance of building permits, site-grading certifications, compaction reports, and survey report shall be submitted to Building and Safety and/or to Public Works, as applicable.
17. Identify the location of all utility meter locations and identify them as new service or an existing service connection.
18. 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)

19. All deferred plan items are to be identified on the plans cover sheet.
20. The building is to be connected to the public sewer system, when provided. When the public system is not available, an onsite septic system is to be installed. Please provide Building Staff with a will-not/sewer not available letter from EVWD and an approved septic system design from the Santa Ana Regional Water Quality Control Board (please contact Susan Beeson at (951) 782-4902). An approved design with percolation test will be required to be submitted to Building & Safety for separate review and permitting prior to issuance of a building Permit.
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. Demolition of any onsite structures requires the following information or action.
 - a. Submit copies of the property title at permit submittal.
 - b. Provide copy of the hazardous materials survey (asbestos and lead) for each structure.
 - c. Contact the City of Highland Public Services Division for current abatement and documentation requirements prior to performing demolition.
23. For the removal of fuel storage tanks, or other excavations involving backfill, a compaction shall be filed with the Building Division. Fuel storage tank removal will require notification of San Bernardino County Fire, Hazardous Materials and San Bernardino County Environmental Health Department.
24. All dead and removed trees and foliage is to be properly removed from the site.
25. 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.
26. Prior to final inspection, provide Building & Safety with a flash disk of the final approved amended plans and documents.

Additional Comments related to the drawing plans submitted to design Review:

These comments may be addressed during the Building Plan review.

27. The Trash enclosure shall have an accessible entrance. Please detail accessibility on the Plans CBC 11B.
 - a. Note: 3d rendering of Building Materials/ finishes appear to have a gate/opening in the south side of the enclosure. This opening is not shown on the architectural sheets but may meet the requirements.
28. The proposed structure shall comply with CBC Table 602 for distances to property lines & adjacent structures for fire resistive construction of exterior walls. Per CBC Table 602 for an S-1 Occupancy a 2hr wall assembly shall be provided.
 - a. The garage/shop is an S-1 Occupancy not a "B" Occupancy as indicated
29. The provisions of the individual sections of Chapter 5 of the California Green Building Standards Code (CGBSC) shall apply to newly constructed buildings.
30. Relocate the southern (Street side) end pedestrian access towards the west or propose a swing gate that will not open to block the pedestrian access on the accessible route.



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

DATE : February 28, 2022

Page 1 of 6

APPLICANT : Mark & Gina Roquet

ADDRESS : 27000 Meines Street

APN : 1192-621-10-0000

SITE LOCATION: 0.99 Acre site North side of Main Street, approximately 1200' west of Palm Avenue

FILE / INDEX No.: DRA 22-003 (4,950 sf metal building)

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. **HF6:** Prior to delivery of combustible building materials, the entire fuel modification zone, as approved by the fire department shall be completed. Any phased implementation of the fuel modification zone shall be done only with **prior** approval of the fire department. **CFC / CBC / HMC**
3. **HF31:** Approved fire hydrant pavement markers (blue dots) shall be installed at every hydrant.
4. **HF51:** The main electrical panel and all sub-panel(s) shall be labeled on inside cover for all circuits. **CEC**
5. **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**
6. **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.
7. Exit signs shall be internally or externally illuminated by two lamps or shall be of the self-luminous type. **CFC; CBC**
8. **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.
9. **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.

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

ACCESS:

11. **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**
12. **HF8:** All access roads, public, private streets and residential driveways shall maintain a minimum vertical clearance of thirteen (13) feet-six (6) inches. **CFC**
13. **HF10:** Driveways exceeding 150 feet shall have a fire department approved turn-around at the terminus. **CFC / APPENDIX D**
14. **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**
15. **HF12:** Fire department access roadway(s); public/private street(s) and driveways shall not exceed 12% grade. **CBC / APPENDIX D, HMC**
16. **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**
17. **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

18. **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**

19. **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:

20. **HF25:** Minimum required fire flow, shall be determined by California Fire Code Appendix ‘B’, or an approved method.

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. **HF29:** Fire hydrant spacing shall be approximately:
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.

22. **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**
23. **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**

24. **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**
25. **HF30:** Private, on site fire hydrant(s) – yard hydrant(s)- capable of supplying required fire flow may be required 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**
26. **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:

27. **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:

28. **HF36:** If fire sprinklers are required (Please submit Fire Flow test from the water department and detail the location of the flowed hydrant measured as the hose lays from the hydrant to the farthest point on the proposed building on your site plan in order to determine applicability) an 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

29. **HF37:** If fire sprinklers are required (Please submit Fire Flow test from the water department and detail the location of the flowed hydrant measured as the hose lays from the hydrant to the farthest point on the proposed building on your site plan in order to determine applicability) 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**
30. **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**
31. **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.
32. **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.
33. **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.
34. **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