

CITY OF HIGHLAND REGULAR MEETING OF THE PLANNING COMMISSION AGENDA

REGULAR MEETING

December 6, 2022

6:00 p.m.

City Hall

Donahue Council Chambers

27215 Base Line

Highland, California

MEMBERS

Randall Hamerly, Chair

Chandra Thomas, Vice Chair

Edward Amaya, Commissioner

Jarrold Miller, Commissioner

Jessica Sutorus, Commissioner

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

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance, please contact the City Clerk's office at (909) 864-6861, ext. 226, at least 72 hours prior to the meeting for any requests for reasonable accommodation to include interpreters.

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: For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 5:00 p.m. on December 6, 2022 to publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the December 6, 2022 agenda, please identify the agenda item number in the subject line.

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

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

**PLANNING COMMISSION
REGULAR MEETING AGENDA
December 6, 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 December 6, 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 November 1, 2022 Regular Meeting.
RECOMMENDATION: That the Planning Commission approve the minutes, as submitted.
2. Minutes from the November 15, 2022 Regular Meeting.
RECOMMENDATION: That the Planning Commission approve the minutes, as submitted.

PUBLIC HEARINGS

3. Amendment to Design Review Application DRA 22-012 for revised Building Elevations related to the development of a contractor's equipment rental business approved on October 18, 2022. (Related entitlements: Conditional Use Permit CUP 22-009 and Parcel Merger PM 22-001 also approved October 18, 2022) (APN No. 1192-641-12, 22, & 23)

RECOMMENDATION: Staff recommends the Planning Commission adopt Resolution No. 2022 - ____, approving an amendment to Design Review Application DRA 22-012 for revised Building Elevations in compliance with Planning Department Condition No. 29.

4. Accessory Sign Review (ASR 22-006) to establish a comprehensive sign program for the installation of one (1) 22-foot-long building mounted sign, two (2) 7-foot-tall monument signs, and one (1) 16-foot-tall monument sign for a fueling station and convenience store lot. (APN No. 1192-641-01)

RECOMMENDATION: Staff recommends the Planning Commission:

1. Adopt Resolution No. 2022-____ to approve Accessory Sign Review (ASR 22-006) to establish a sign program for a fueling station and convenience store, subject to the height determination for the corner monument sign (C2), Conditions of Approval, and Findings of Fact; and
2. Direct Staff to file a Notice of Exemption with the County Clerk of the Board.

5. Design Review Application (DRA 21-001B) for revised building elevations related to the construction of a 4,050 square foot multi-tenant drive-thru restaurant building on approximately 1.1 acres at the northeast corner of Base Line and Buckeye Street previously approved under Design Review Application (DRA 21-001) on January 18, 2022. (APN No. 1200-421-02)

RECOMMENDATION: Staff recommends the Planning Commission:

1. Adopt Resolution 2022-____, to approve Design Review Application (DRA 21-001B), subject to the Conditions of Approval and Findings of Fact; and
2. Direct staff to file a CEQA Notice of Exemption with the County Clerk of the Board of Supervisors.

ANNOUNCEMENTS

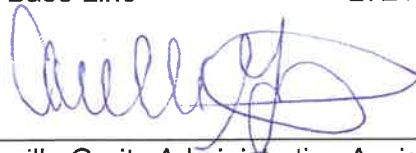
ADJOURN

I, Camille Goritz, Administrative Assistant III of the City of Highland, California, certify that I caused to be posted this agenda on or before the 30th of November 2022 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: November 30, 2022

Camille Goritz Administrative Assistant III