

CITY OF HIGHLAND REGULAR MEETING OF THE PLANNING COMMISSION AGENDA

REGULAR MEETING

July 5, 2023

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

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

CITY OF HIGHLAND • 27215 BASE LINE • HIGHLAND, CALIFORNIA 92346 • (909) 864-6861 ☎ • (909) 862-3180 📠

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 July 5, 2023 to publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the July 5, 2023 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
July 5, 2023 - 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 July 5, 2023, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes.

PUBLIC HEARING

1. Design Review Application (DRA 23-005) for a Site Plan, Landscape Plan, and Building Elevations related to the entitlement of a 120,000 square foot self-storage facility, onsite parking, and associated landscaping on a 1.6 acre site. [Related entitlements include Conditional Use Permit (CUP 23-006) and Lot Line Adjustment (LLA 23-001) approved

June 20, 2023]. (Continued from June 20, 2023). (Continued from June 20, 2023). (APN: 1201-34-171 & 1201-34-172, Applicant: Aysar Helo

RECOMMENDATION: Staff recommends the Planning Commission adopt Resolution No. 2023- _____, approving Design Review Application (DRA 23-005) for a Site Plan, Landscape Plan, and Building Elevations.

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 June 2023 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: June 30, 2023



Camille Goritz Administrative Assistant III



STAFF REPORT

TO THE PLANNING COMMISSION

DATE: July 5, 2023

FROM: Lawrence A. Mainez, Community Development Director

REVIEWED BY: Kim Stater, Assistant Community Development Director *KS*

PREPARED BY: Ash Syed, Associate Planner *AS*

SUBJECT: Design Review Application (DRA 23-005) for a Site Plan, Landscape Plan, and Building Elevations related to the entitlement of a 120,000 square foot self-storage facility, onsite parking, and associated landscaping on a 1.6 acre site. [Related entitlements include Conditional Use Permit (CUP 23-006) and Lot Line Adjustment (LLA 23-001) approved June 20, 2023]. **(Continued from June 20, 2023).**

LOCATION: South side of Greenspot Road, mid-block between Boulder Avenue and the 210 freeway. Assessor's Parcel Number(s): 1201-34-171 & 1201-34-172

OWNER: Aysar Helo

APPLICANT: American Recess, LLC

RECOMMENDATION: Staff recommends the Planning Commission adopt Resolution No. 2023-_____, approving Design Review Application (DRA 23-005) for a Site Plan, Landscape Plan, and Building Elevations.

PUBLIC NOTICE: On May 30, 2023, a Public Hearing Notice was posted on the City's website and mailed to the property owners within 300 feet of the project site and to parties requesting notice. The Notice was published in the San Bernardino Sun newspaper on June 9, 2023. The Planning Commission Agenda was posted at the

Approved _____	Motion _____	Second _____	Agenda Item No. <u>1</u>
Denied _____	Ayes _____		File No. _____
	Noes _____		
Continue _____	Abstain _____		
	Absent _____		
 Recording Secretary		 Community Development Director	

ENVIRONMENTAL REVIEW: The project meets the criteria for a Categorical Exemption and no further analysis is needed under the California Environmental Quality Act as described Class 32, Section 15332, In-fill Development Projects. A Notice of Exemption for Conditional Use Permit (CUP 23-006) and Lot Line Adjustment (LLA 23-001) was filed with the San Bernardino County Clerk on June 27, 2023. A subsequent Notice of Exemption will be filed with the San Bernardino County Clerk upon approval of Design Review Application (DRA 23-005).

PREVIOUS ACTION: On June 20, 2023, the Planning Commission approved Conditional Use Permit (CUP 23-006) to entitle the construction of a 120,000 square foot self-storage facility and its specific operating characteristics as well as Lot Line Adjustment (LLA 23-001) to shift the location of the northern property boundary and create the 1.6 acre site for this project.

At the hearing, the Planning Commission indicated concerns regarding Design Review Application (DRA 23-005), in particular the lack of aesthetic embellishments along the northern and eastern elevations of the building visible from Greenspot Road to the north and to the east. Additionally, the Planning Commission expressed concern over the lack of landscaping along the northern frontage, as a 0-foot setback had been originally proposed. Lastly, the Planning Commission indicated the parallel parking/loading spaces along the western frontage of the building were incorrectly sized at 9'x19'. The Planning Commission directed the Applicant to address their concerns about the elevations and landscaping and continued the item to the July 5, 2023 meeting.

PROJECT REVIEW: On June 22, 2023, the Applicant submitted revised plans incorporating each of the Planning Commission's directives. Regarding the northern, southern, and eastern building elevations, the Applicant added geometric popouts in lighter shades of gray to contrast with the darker charcoal gray and add a depth aspect to the façade. Additionally, the entire footprint of the building has been shifted five (5) feet to the south, relocating the 5-foot landscape planter that had previously been proposed at the rear of the building, to the northern frontage, adding landscaping and providing further aesthetic relief along the 34-foot tall building frontage. Lastly, the parallel parking/loading spaces along the western frontage of the building have been lengthened to 9'x22' with five (5) feet of space between each parking/loading space, satisfying the parking requirement per Section 16.52.060 of the Highland Municipal code. To accommodate the new parking/loading space dimensions, the Applicant reduced the number of parallel parking/loading spaces along the building from eleven (11) to ten (10) and added one (1) additional dedicated parking space in front of the office area, keeping the overall parking count on the site to fifteen (15) spaces, as previously supported by the parking study.

On June 29, 2023, the Applicant incorporated another addition, per Staff's direction, adding pastel green accent panels to the northern and eastern building façade for

Resolution in 11x17 format. Unfortunately, the latest revision including the green panels was completed after the large scale plans were prepared for the Agenda.

Staff recommends the Planning Commission determine if the revisions adequately address the Commission's concerns.

ATTACHMENTS:

- 1) Resolution No. 2023-_____ for Design Review Application (DRA 23-005)
 - Exhibit 1: Site Plan
 - Exhibit 2: Landscape Plan
 - Exhibit 3: Building Elevations
 - Exhibit 4: Conditions of Approval (DRA 23-005)

Attachment 1:

Resolution No. 2023-_____ for

Design Review Application (DRA 23-005)

RESOLUTION NO. 2023-_____

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING DESIGN REVIEW APPLICATION (DRA 23-005) FOR THE SITE PLAN, LANDSCAPE PLAN, AND BUILDING ELEVATIONS PERTINING TO THE DEVELOPMENT OF A 120,000 SELF-STORAGE FACILITY LOCATED ON A 1.6 ACRE SITE ON THE SOUTH SIDE OF GREENSPOT ROAD, MID-BLOCK BETWEEN BOULDER AVENUE AND THE 210 FREEWAY. RELATED ENTITLEMENTS INCLUDE CONDITIONAL USE PERMIT (CUP 23-006) AND LOT LINE ADJUSTMENT (LLA 23-001).

ASSESSOR'S PARCEL NUMBERS: 1201-34-171 & 1201-34-172

APPLICANT: AMERICAN RECESS, LLC

A. RECITALS

1. On April 19, 2022, the Applicant submitted an application for Design Review Application (DRA 23-005) to develop a 120,000 square foot self-storage facility and associated improvements including passenger vehicle parking and loading, a stormwater infiltration basin, and landscape planter. The Application includes a Site Plan, Building Elevations, Rough Grading Plan, and Conceptual Landscape Plan. Related entitlements include Conditional Use Permit (CUP 23-006) to entitle the land use and Lot Line Adjustment (LLA 23-001) to shift the northern property boundary.
2. The site is located on an approximately 1.6 acres on the south side of Greenspot Road, mid-block between Boulder Avenue and the 210 freeway within the City's Planned Development (PD) Zoning and General Plan Land Use Designations. Assessor's Parcel Number(s): 1201-34-171 & 1201-34-172
3. Pursuant to the California Environmental Quality Act, the project is exempt from the California Environmental Quality Act (CEQA), per Class 32, Section 15332. In-Fill Development Projects.
4. On June 20, 2023, the Planning Commission of the City of Highland conducted a public meeting on the subject project, provided the Applicant with specific directives, and continued the item to the July 5, 2023 meeting.
5. On July 5, 2023, the Planning Commission of the City of Highland, conducted a public meeting on the subject project and concluded the meeting on that date.
6. All legal prerequisites to the adoption of this Resolution have occurred.

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. Based upon substantial evidence presented to the Planning Commission during the July 5, 2023 public meeting, including public testimony and written and oral Staff Reports, the Planning Commission finds as follows:
 - 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 for Design Review Application (DRA 23-005):
 - a. That the proposed project is consistent with the general plan or specific plan.

Response: The project is located within the Planned Development (PD) General Plan land use designation and the General Plan’s Golden Triangle Community Policy Area meant to accommodate a mixed-use master planned development interconnected to each other and surrounding community.

The proposed project’s PD document and site development plans have been reviewed and are based on the City’s General Commercial standards but with several changes. The Minimum Site Width has been reduced from 150 ft to 130 ft and the Maximum Lot Coverage has been increased from 0.50 to 0.60.

The proposal for this self-storage facility is an appropriate use described in the General Plan as part of the vision for the Golden Triangle as a commercial business. The new self-storage facility as well as the existing Universal Self Storage on the parcel to the east provide the community with a necessary service. The exterior elevations, site circulation, and onsite landscaping are consistent with the general plan and the project’s development plans are consistent with the development policies of the City.

- b. That the proposed use is in accordance with the objectives of Title 16, Land Use and Development of the City of Highland Municipal Code, and the purposes of the land use district in which the site is located.

Response: The site is located within the Planned Development (PD) Zone District designation. The Applicant is proposing to comply with the City’s General Commercial standards but with several changes, as aforementioned. Per the approval process for developments within the Planned Development (PD) zone, approval of a Conditional Use Permit and Design Review Application are required. The proposed use is in keeping with the vision of the Golden Triangle and specifically along the south side of Greenspot Road between the 210 Freeway and Boulder Avenue. The project’s Site Plan, Conceptual Landscape Plan, Building

Elevations and Conceptual Grading Plan satisfy the development standards specified in Section 16.44.190 Self-storage warehouses.

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

Response: The conceptual landscape plans have been preliminarily reviewed by the City's Landscape Architect and conditions of approval have been provided for incorporation into the final landscape plans. The plans are in compliance with the City's ordinances and regulations. Prior to installation of any landscape improvements associated with the Project, the Applicant will be required to submit for landscape plan check.

- 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 self-storage will be in compliance with Municipal, Fire & Building codes. Each public safety division of the City has reviewed the project and provided relevant Conditions of Approval that will be adopted by resolution. All project related public utilities and services will be in place. There is no indication that the project would be detrimental to the public health, safety or welfare, or materially injurious to properties and improvement in the vicinity.

4. Based on the Findings and Conclusions set forth above, the Planning Commission approves Design Review Application (DRA 23-005). All improvements will be completed subject to the Conditions of Approval attached hereto and incorporated by reference.

Exhibit 1 includes the Site Plan

Exhibit 2 includes Landscape Plan

Exhibit 3 includes Building Elevations

Exhibit 4 includes the Conditions of Approval for DRA 23-005

C. ADOPTION OF RESOLUTION.

The City Clerk shall certify 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 July 2023.

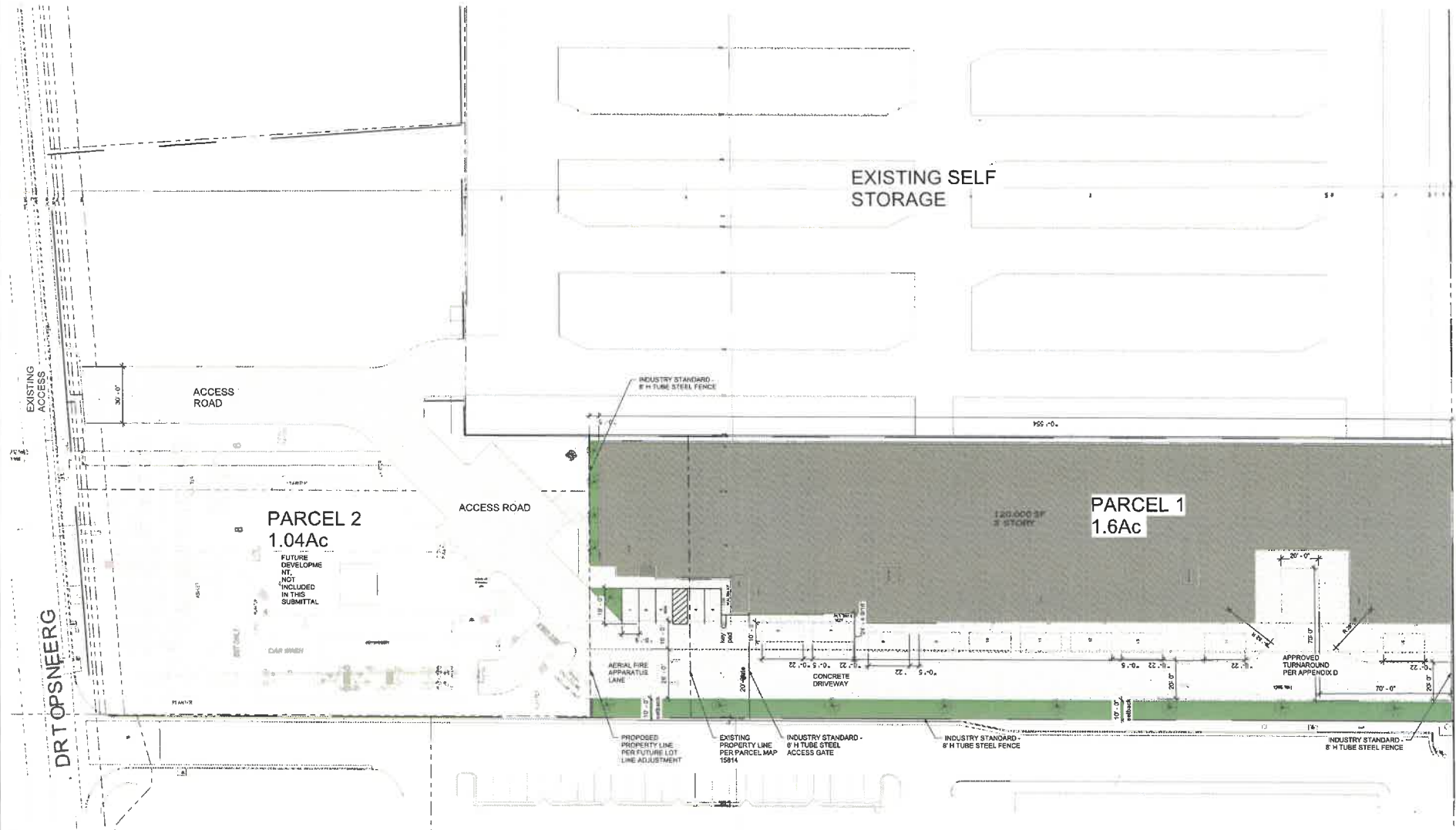
ATTEST:

Randall Hamerly, Chairman
Planning Commission

Lawrence A. Mainez
Community Development Director

Exhibit 1:

Site Plan



SITE PLAN
SCALE: 1" = 20' 0"

Exhibit 2:

Landscape Plan

PLANT SCHEDULE

TREES	BOTANICAL / COMMON NAME	CONT	WATER (GAL)	QTY	
	GINKGO BILOBA 'AUTUMN GOLD' AUTUMN GOLD MAIDENHAIR TREE	24 IN. BOX	MOD. 5	1	
	PRUNUS CAROLINIANA CAROLINA LAUREL CHERRY STANDARD TRUNK	24" BOX	MOD. 5	6	
	QUERCUS ILEX HOLLY OAK	24 IN. BOX	LOW. 2	2	
	X GYALPA TASH-KENTENSIS 'PINK DAWN' PINK DAWN GYALPA	48" BOX	LOW. 2	5	
SHRUBS	BOTANICAL / COMMON NAME	CONT	WATER (GAL)	QTY	
	ASAVE ATTENUATA ASAVE	5 GAL.	LOW. 2	5	
	ASAVE X 'BLUE FLAME' BLUE FLAME ASAVE	5 GAL.	LOW. 2	11	
	ALOE SAPONARIA SOAP ALOE	4" POT	LOW. 2	10	
	DIANELLA REVOLUTA 'PROQUEST DS' BLUE STREAM FLAX LILY	5 GAL.	LOW. 2	54	
	DIANELLA REVOLUTA 'PROQUEST DS' BLUE STREAM FLAX LILY	5 GAL.	LOW. 2	54	
	ROSMARINUS OFFICIALIS 'TUSCAN BLUE' TUSCAN BLUE ROSEMARY	5 GALLON	LOW. 3	10	
NON-LIVING LANDSCAPE COVERS	BOTANICAL / COMMON NAME	CONT	WATER (GAL)	SPACING	QTY
	BARK MULCH BARK MULCH	5 IN. DEPTH			5660 SF

Preliminary Landscape Plans for:

GREEN SPOT SELF STORAGE HIGHLAND, CALIFORNIA

NOTES

APPROX. 0.1% OF THE SITE IS PROPOSED LANDSCAPING
THERE ARE NO EXISTING TREES OF 6 INCH OR GREATER DIAMETER ON THE PROPERTY

WATER EFFICIENT LANDSCAPE WORKSHEET

HYDRO ZONE INFORMATION TABLE

HYDROZONE #	DESCRIPTION	VALVE GROUP #	REGULATION METHOD	PLANT FACTOR (AVERAGE) (1/10)	LANDSCAPE AREA (SQUARE FEET)	% OF TOTAL LANDSCAPE AREA	SPACING	QTY	
1	LANDSCAPE PLANTER AREAS		DRIP	0.5	5660	85.4	1215	0.8	44,145
2	TREES		BUBBLER	0.5	800	14.1	500	0.8	10,166
					6466	100.0	2320.1		65304

MAXIMUM APPLIED WATER ALLOWANCE CALCULATIONS

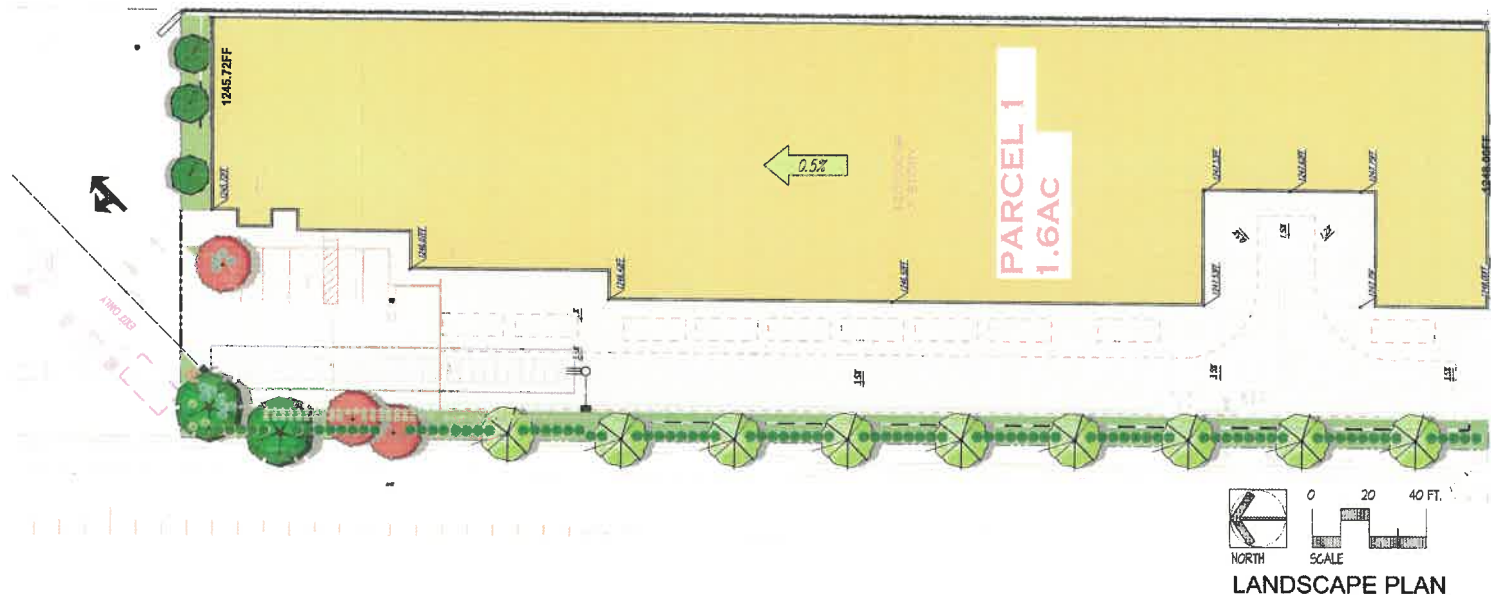
EIR:	55.6	GALLONS/YEAR	12,546
ET FACTOR:	0.40		
LANDSCAPE AREA (TOTAL):	5660		
CONVERT FACTOR:	0.42		
SPECIAL LANDSCAPE AREA:	0		
ADDITIONAL SPECIAL AREA:	0.8		

ESTIMATED TOTAL WATER USE

231,145.25 TOTAL WATER USE
GALLONS/YEAR 65304

PERCENTAGE ALLOWANCE USED

63.7



AHLES
LANDSCAPE
ARCHITECTURE INC.
P.O. Box 1503
Rancho Santa Fe, CA 92067
858.756.8963
email: ahl@ahland.com
CAP 2114

PROJECT NO.: 2246
ISSUE
INITIAL 22 MAR 25

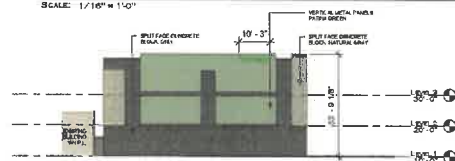
GREEN SPOT SELF STORAGE
Highland, California

L-1

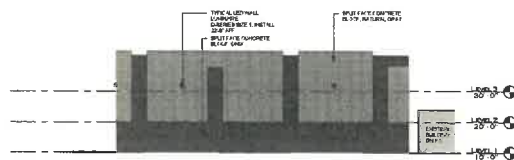
Exhibit 3:
Building Elevations



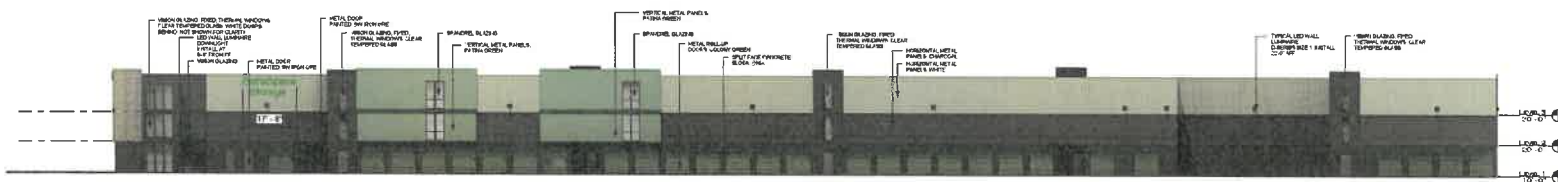
EAST ELEVATION
SCALE: 1/16" = 1'-0"



NORTH ELEVATION
SCALE: 1/16" = 1'-0"



SOUTH ELEVATION
SCALE: 1/16" = 1'-0"



WEST ELEVATION
SCALE: 1/10" = 1'-0"

REVISION
6/21/23
DATE
Mar. 22, 2023
SCALE
1/16" = 1'-0"
SHEET CONTENT
Site Plan



3D 1 - ENTRY



8870 Greenspot Avenue
Highland, CA 92324
Tel: 775.311.8877

ENTITLEMENTS

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GREENSPOT RD STORAGE
28031 GREENSPOT RD
HIGHLAND, CA 92324

REVISION

6/21/23

DATE

Mar. 22, 2023

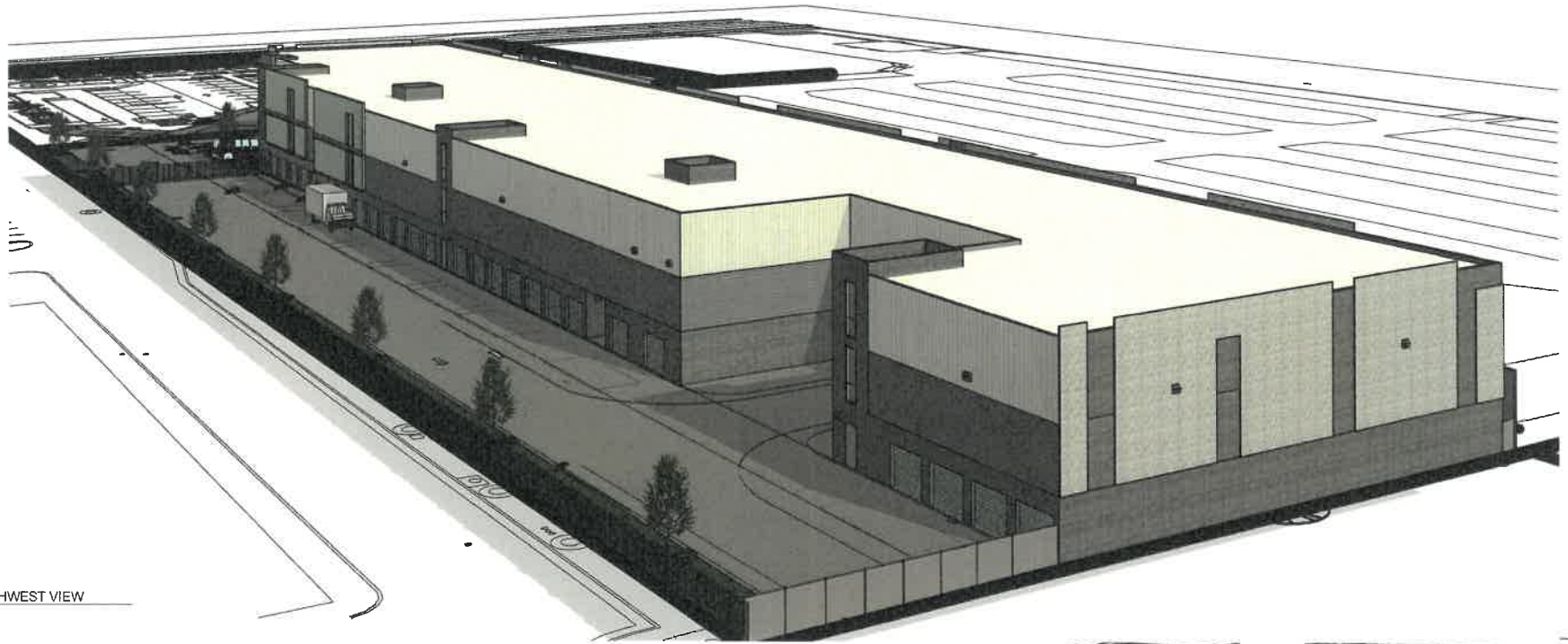
SCALE

SHEET
CONTENT
3D VIEWS

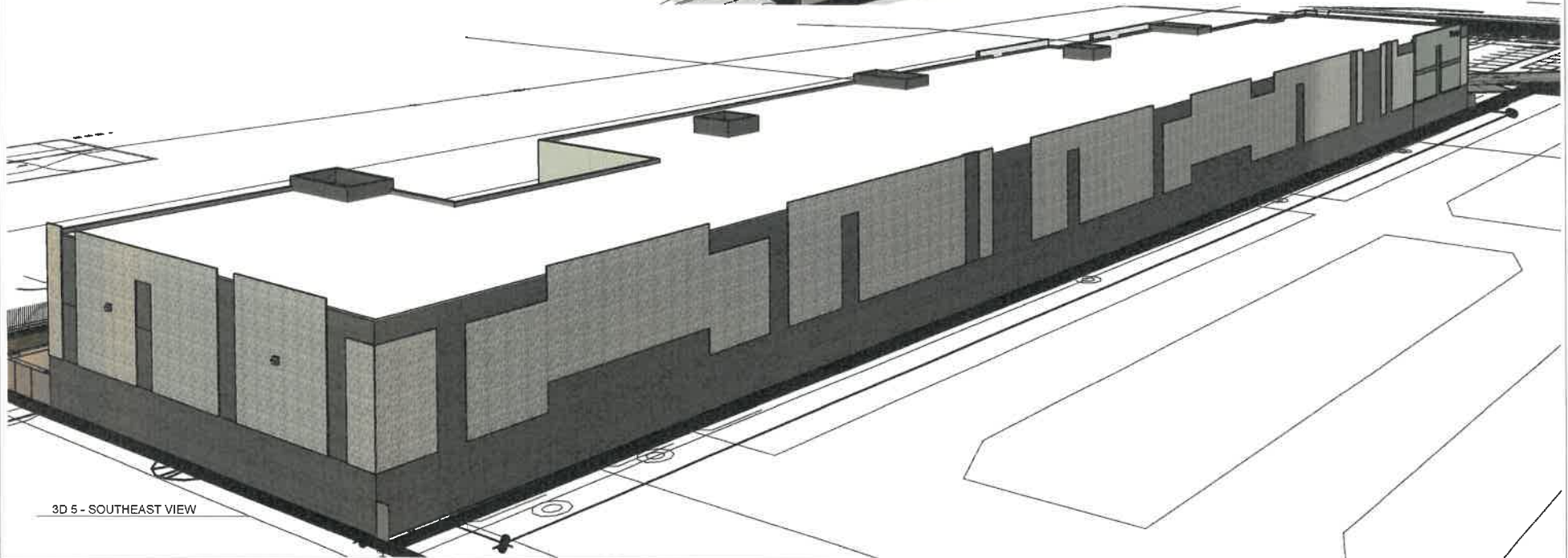
DWG #

A4.0





3D 4 - SOUTHWEST VIEW



3D 5 - SOUTHEAST VIEW



800-455-6666
800-455-6666
800-455-6666

ENTITLEMENTS

GREENSPOT RD STORAGE
28031 GREENSPOT RD
HIGHLAND, CA 92324

REVISION

8/31/23

DATE

Mar. 22, 2023

SCALE

SHEET

CONTENT

DWG #

A4.2

Exhibit 4:
Conditions of Approval (DRA 23-005)

CITY OF HIGHLAND
PLANNING DIVISION CONDITIONS OF APPROVAL

Date: July 5, 2023
Applicant: American Recess, LLC
File/Index: Design Review Application (DRA 23-005) – [Lot Line Adjustment (LLA 23-001) and Conditional Use Permit (CUP 23-006)]
Proposal: Construction of a 120,000 square foot self-storage facility, onsite parking, and associated landscaping on a 1.6 acre site.
Location: South side of Greenspot Road, mid-block between Boulder Avenue and the 210 freeway. Assessor's Parcel Number(s): 1201-34-171 & 1201-34-172

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 Engineering, Fire Department and Building and Safety 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.

This Design Review Application 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/all Conditions at any time shall result in initiating revocation of the subject permit.

- 1) This Design Review Application shall become null and void:
 - a. Unless all Conditions have been complied with and the occupancy or use of the land or existing structures authorized by such Conditional Use Permit has taken place within thirty-six (36) months after the approval of said Design Review Application.
 - 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 every subsequent twelve (12) months, not to exceed thirty-six (36) months in total. Applications for such extensions of time must be set forth, in writing, by reasons for this extension and shall be filed together with a fee as established by the City Council, with the Planning Department sixty (60) calendar days before the expiration of the Design Review Application.
- 2) The subject Design Review Application pertains to the construction of a 120,000 square foot self-storage facility, onsite parking, and associated landscaping on a 1.6 acre site.

- 3) The project shall implement the development standards and uses as proposed and discussed in the Planned Development Document.
- 4) No storage of materials outside the building shall be permitted.
- 5) 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.
- 6) All rooftop mounted mechanical equipment 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.
- 7) The Development Impact Fees shall be calculated and paid in accordance with City policy.
- 8) Prior to the issuance of Building Permits, a copy of the Utility Plan shall be submitted for review and approval. The Utility Plan shall show the location of all proposed above ground electrical transformers, utility cabinets, back flow devices, fire department detector check valves, etc.
- 9) Revisions, modification, or deletions of associated Plans must be submitted to the Planning Division for review and approval. Revisions may require additional review by the Planning Commission.

Landscaping

- 10) All trees in planter islands, or within six feet (6) of hardscape, shall be planted with root barriers.
- 11) Shrubs located in front of parking stalls shall be planted approximately two feet (2) from the curb face to prevent possible damage from vehicle overhang.
- 12) Building shall be shifted five (5) feet to the south, relocating the five (5) foot wide landscape planter currently proposed along the southern boundary, to the northern elevation.
- 13) Applicant shall add planting for vehicular screening of loading/unloading activities. Civil plans depict an approximately 3' tall retaining wall at edge of southern service drive with only a wood mulch planter area currently shown.
- 14) Site landscaping shall be increased in both scale, size, and variety to better create a vertical hierarchy to offer interest and screening of loading areas due to the site being higher than adjacent retail/gym facility and 3 story mass of proposed building.

- 15) Applicant shall include a mix of larger tree sizes with the minimum size being 24" box- 50% of total, 36" box 30% of total, and 48" box 20% of total.
- 16) Applicant shall add additional Pinus species as used in adjacent retail center to row of proposed Ginkgo trees to add some evergreen screening trees and to be consistent with the existing palette.
- 17) Prior to the issuance of grading permits, the Applicant shall submit an updated Design Review Application, including a Site Plan, Conceptual Landscape Plan, Building Elevations, and Materials Board, regarding the building at Pad A for approval by the Planning Commission.