

PLANNING COMMISSION REGULAR MEETING MINUTES
March 19, 2024 – 6:00 P.M.

CALL TO ORDER

The regular meeting of the Planning Commission of the City of Highland was called to order at 6:05 p.m. by Chair Hamerly at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present:	Chair	Randall Hamerly
	Vice Chair	Chandra Thomas
	Commissioner	Craig Graves
	Commissioner	Jarrod Miller
	Commissioner	David Saran

Staff Present: Lawrence Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Travis Trejo, Assistant Planner
Matt Bennett, Assistant Public Works Director
Matt Wirz, Building Official
Camille Duarte, Administrative Assistant III

Chair Hamerly led the Pledge of Allegiance.

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

None.

CONSENT CALENDAR

1. Minutes from the March 5, 2024 Regular Meeting.

A MOTION was made by Commissioner Graves and seconded by Vice Chair Thomas to approve the minutes as submitted. Motion carried, 5-0.

PUBLIC HEARINGS

2. Final design approval for a 5' tall decorative corner statement related to Design Review Application 21-006. (8020 Palm Avenue, Applicant: Ghulam Sarwar)

Assistant Planner Trejo presented the staff report.

Chair Hamerly asked if there were any modifications to the landscape plans as submitted?

Assistant Planner Trejo stated initially there was concerns about that. I do not have the full landscape plans, however there are a lower hanging ground cover up in front of the signage to ensure once those pots have come to maturity, they are not blocking the view.

Chair Hamerly asked how much of the additional shrub and tree cover was still remaining from the original landscape plan?

Assistant Planner Trejo stated the landscape plans were approved. I do not have the exact species, but it was considered during the Design Review Application and Public Hearing.

Chair Hamerly stated the top view rendering makes it look like the two legs of the two foot high wall with 1.5 foot wrought iron look equal, and on the elevation, view looks like that wall element is running all the way down based on scale on the Palm Avenue frontage. My concern was if that wall has a veneer and it is an 8 inch block wall, it is going to be about a foot thick and that is running down through a tight planter area. What was the rationale for running it all the way down to the driveway?

Assistant Public Works Director Bennett stated I do not recall the wall on Palm Avenue itself being pulled back in the driveway. This was a field condition due to the construction and impact of the footing. It was not a landscaping consideration, but it leaves a little more room for the southerly driveway to have landscaping at that end of the wall.

Chair Hamerly stated the north-south leg that's fronting Palm Avenue looks to be long in the elevation view. It seems unnecessarily long if we would prefer to have landscaping there. If that wall could be shortened, we would free up about 20 feet of planter area to have plant material as opposed to constructing a wall.

Assistant Public Works Director Bennett stated the driveway off of Palm Avenue was pulled back due to the footing and impacts.

Chair Hamerly stated my concern was that the wall was detracted from the landscape, which we envisioned as being the primary screening element to soften the areas that we are not making the corner statement.

Chair Hamerly opened the public hearing.

Applicant's Representative Bernie Mayer stated thank you for hearing our project. We have been in front of you a few times with this project and we are close to the finish line as far as the approval. The site is currently under construction, so we wanted to thank you and staff for all your help.

Chair Hamerly asked what is the approximate size of the footing for this wall?

Applicant's Representative Bernie Mayer stated it is the city standard, 18 inch footing width 12 inches deep.

Chair Hamerly stated could we issue a directive stating to provide more landscaping and less wall space?

Community Development Director Mainez stated it is open for discussion and the Applicant can respond to their feedback. I believe the wall has already been constructed.

Applicant's Representative Bernie Mayer stated the wall has already been constructed. It does not have the facing or signage up yet, but the footings have been poured and the wall has been put up.

Chair Hamerly stated there is not a design review approval though.

Applicant's Representative Bernie Mayer stated it was authorized by the city.

Chair Hamerly stated you may have received directive or affirmation from staff it is still not official unless the Planning Commission have approved it.

Applicant's Representative Bernie Mayer stated we completely agree. The Applicant, Mr. Sarwar likes the wall, it gives the gas station a better appearance and is a good backdrop to the landscaping.

Chair Hamerly closed the public hearing.

A MOTION was made by Commissioner Graves and seconded by Commissioner Saran to Adopt Resolution No. 2024-005, approving the sign of a corner monument sign relate to Design Review Application (DRA 21-006). Motion carried 5-0.

RESOLUTION NO. 2024-005

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING FINAL DESIGN FOR DECORATIVE CORNER STATEMENT ELEVATIONS RELATED TO DESIGN REVIEW APPLICATION 21-006 AT AN APPROVED VEHICLE FUELING STATION AND CONVENIENCE STORE LOT LOCATED AT 8020 PALM AVENUE (APN: 1192-641-01).

3. An application by Highland American Legion Post 421 requesting to install a permanent flagpole 50 feet tall and display a flag 150 square feet in area pursuant to Highland Municipal Code Section 16.56.090.B. at 28309 Highland Avenue (APN: 1200-121-11). (Property Owner: Highland American Legion)

Assistant Community Development Director Stater presented the staff report.

Chair Hamerly opened the public hearing.

Chair Hamerly asked staff's recommendation is for the full 50 foot and 150 foot?

Assistant Community Development Director Stater stated that is correct.

Chair Hamerly asked is the property line that is shown on the exhibit the right of way dedication that has been taken for a future proposal for City of Highland?

Assistant Public Works Director Bennett stated you can see the future alignment into roundabout which is north of the existing Highland Avenue. If you follow the current road, it has existing right of way up to the current flagpole location.

Chair Hamerly asked where is the roundabout?

Assistant Public Works Director Bennett stated the roundabout it is not shown in detail, but it is it is the area just above (Pointing on the PowerPoint). American Legion will access the current Highland Avenue acting like a driveway.

Chair Hamerly stated that break there does not align with the American Legion property though, so is there going to be kind of a dog leg to the north?

Assistant Public Works Director Bennett stated the roundabout would be an exit here (pointing to PowerPoint) and back towards the American Legion.

Vice Chair Thomas stated the 10 foot from property line, is that a requirement for commercial or is it all development?

Assistant Community Development Director Stater stated it is specific to flagpoles.

Commissioner Miller stated on page 7, the perspective from the northwest, it looks like that relocation will help a little bit for the line of sight coming around the corner. It is a really dangerous corner to come around. I am supporting this change.

Commissioner Saran stated my grandson and I go to American Legion, and we go during breakfast, and we absolutely support Post 421.

Chair Hamerly closed the public hearing.

A MOTION was made by Vice Chair Thomas and seconded by Commissioner Saran to approve Resolution No. 2024-006, approving the installation of a 50 foot tall permanent flagpole and 150 square foot flag at American Legion Post 421 located at 28309 Highland Avenue. Motion carried, 5-0.

RESOLUTION NO. 2024-006

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING THE INSTALLATION OF A 50 FOOT TALL PERMANENT FLAGPOLE AND 150 SQUARE FOOT FLAG AT AMERICAN LEGION POST 421 LOCATED AT 28309 HIGHLAND AVENUE, HIGHLAND, CALIFORNIA, ASSESSOR'S PARCEL NUMBER 1200-121-11.

4. Municipal Code Amendment No. 24-001, an Ordinance of the City of Highland to amend Chapters 9.28, 16.24, and 16.80 (Marijuana Uses). The proposed amendments seek to introduce provisions allowing for the establishment of non-storefront cannabis delivery only businesses with the Business Park (BP) Zoning District. The amendments outline minimum development requirements, including but not limited to distance requirements from sensitive

receptors, security, and hours of operation. The proposed amendments are intended to satisfy compliance with State Bill 1186, the Medicinal Cannabis Patient Right of Access Act.

A MOTION was made by Chair Hamerly and seconded by Vice Chair Thomas to table this item to provide staff and the City Attorney additional time to complete the subject Municipal Code Amendments and readvertise once the draft is completed. Motion carried, 5-0.

5. Assignment of a street name for Access 'A' into the Costco Warehouse project, currently referred to a "Future Private Road West." (Noth/South bisecting Greenspot Road, approx. 1,200 feet east of State Route 210 along the westerly boundary of Costco project site)

Assistant Community Development Director Stater presented the staff report.

Chair Hamerly opened the public hearing.

Commissioner Miller asked are there any historical street names to use that are significant to the City?

Assistant Community Development Director Stater stated we have a street naming catalog, but they are veteran names.

Chair Hamerly closed the public hearing.

A MOTION was made by Vice Chair Thomas and seconded by Commissioner Saran to name the street "Costco Way." Motion carried, 5-0.

ANNOUNCEMENTS

The Planning Commissioners provided comments on the Planning Commissioners Academy Conference on March 6-8, 2024.

The Citrus Harvest Festival is scheduled March 30, 2024, and the rain date will be April 6, 2024.

Annual Trails Day is June 1, 2024.

The April 2, 2024 Planning Commission meeting is cancelled. Next meeting will be April 16, 2024.

ADJOURN

There being no further business, Chair Hamerly declared the meeting adjourned at 7:04 p.m.
Submitted by: _____ Approved by: _____

Camille Duarte, Administrative Assistant III

Randall Hamerly, Chair

