

CITY OF HIGHLAND REGULAR MEETING OF THE PLANNING COMMISSION AGENDA

MEMBERS

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

REGULAR MEETING

April 16, 2024
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
Angela Tafolla, Associate Planner
Travis Trejo, Assistant Planner
Tiffany Martinez, Assistant Planner
Camille Duarte, Administrative Assistant III
Matt Bennett, Assistant Public Works Director
Matt Wirz, Building Official
Scott Rice, City Landscape Architect

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 April 16, 2024 to publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the April 16, 2024 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
April 16, 2024 - 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 16, 2024, 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 19, 2024 Regular Meeting.

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

PUBLIC HEARING

2. One year review of the upgraded Alcoholic Beverage Control License Type 21 (Off-Sale Beer, Wine and Distilled Spirits) at an existing Valero vehicle fueling station convenience store Have A Snack in accordance with Conditional Use Permit No. 23-002 (Condition of Approval no. 11). (Location: 27767 Base Line, Applicant: Aysar Helo)

RECOMMENDATION: Staff recommends the Planning Commission receive Staff's Report and determine if there was a significant increase in crime following issuance of the Alcoholic Beverage Control license upgrade requiring subsequent action.

ANNOUNCEMENTS

ADJOURN

I, Camille Duarte, Administrative Assistant III of the City of Highland, California, certify that I caused to be posted this agenda on or before the 11th of April 2024 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: April 11, 2024



Camille Duarte, Administrative Assistant III



STAFF REPORT

TO THE PLANNING COMMISSION

DATE: April 16, 2024

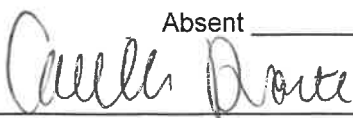
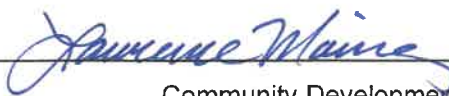
FROM: Lawrence Mainez, Community Development Director

PREPARED BY: Camille Duarte, Administrative Assistant III 

SUBJECT: Minutes from the March 19, 2024 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	

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	Jarrold 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. 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



STAFF REPORT

TO THE PLANNING COMMISSION

DATE: April 16, 2024

FROM: Lawrence A. Mainez, Community Development Director

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

PREPARED BY: Angela Tafolla, Assistant Planner *AT*

SUBJECT: One year review of the upgraded Alcoholic Beverage Control License Type 21 (Off-Sale Beer, Wine and Distilled Spirits) at an existing Valero vehicle fueling station convenience store Have A Snack in accordance with Conditional Use Permit No. 23-002 (Condition of Approval no. 11).

LOCATION: Have a Snack Convenience store at the Valero Vehicle Fueling Station
27767 Base Line, Highland, CA. 92346

BUSINESS OWNER: Aysar Helo

RECOMMENDATION: Staff recommends the Planning Commission receive Staff's Report and determine if there was a significant increase in crime following issuance of the Alcoholic Beverage Control license upgrade requiring subsequent action.

PUBLIC NOTICE: The Notice was posted on the City's website and at the three (3) designated public posting locations per City Council Resolution.

PREVIOUS ACTION: On March 21, 2023, the Planning Commission granted conditional approval to Have a Snack's request for an upgrade of an existing Alcoholic Beverage Control License Type 20 (Off-sale Beer and Wine) to an Alcoholic Beverage Control License Type 21 (Off-Sale Beer, Wine and Distilled Spirits) (CUP 23-002). The Applicant was authorized to continue operations within the existing business hours of 6:00 am to 12:00 p.m. Monday through Sunday.

The Highland Police Department was concerned that the upgrade would increase crime in the area. Therefore Condition No. 11 was adopted by the Planning Commission mandating a review of the permit twelve (12) months following the approval of the upgrade.

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

BACKGROUND: In accordance with Conditional Use Permit No. 23-002, Planning Condition No. 11 mandates that the Planning Commission's twelve (12) month review of the Application shall encompass crime statistics provided by the Highland Sheriff's Office.

"Within 12 months of approval, the Planning Commission shall review the status of the ABC license they shall include, but not be limited to, a crime statistics analysis by the Highland Sheriff's Office."

ANALYSIS: The Highland Police Department has provided a ten out of twelve months calls for police service covering the period from May 1, 2023, to March 30, 2024. Calls from March 2023 to April 2023 were unavailable due to technical issues on the part of the Highland Police Department. Within this ten-month timeframe, there were a total of 34 calls for service to the Have a Snack address. Of these, only 1 call involved alcohol.

Following the upgrade of the Alcoholic Beverage Control license, the gas station received a decline in calls for police service. The average reduction amounted to 36 calls when comparing the period before and after the upgrade.

Additionally, the Highland Sheriff's Department did not provide any new comments regarding the twelve-month review. City Staff has not received any complaints related to Have a Snack since the approval of the upgraded Alcoholic Beverage Control license.

Attachments:

1. Planning Commission Resolution No. 2023 - 008
2. March 21, 2023, Planning Commission Minutes
3. Summarized call report for Valero – Have a Snack

Attachment 1

Planning Commission Resolution No. 2023 - 008

RESOLUTION NO. 2023 - 008

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT APPLICATION (CUP-23-002) TO UPGRADE THE ALCOHOLIC BEVERAGE CONTROL LICENSE FROM A TYPE 20 (OFF-SALE BEER AND WINE) LICENSE TO A TYPE 21 (OFF-SALE GENERAL) LICENSE FOR AN EXISTING VEHICLE FUELING STATION CONVENIENCE STORE LOCATED AT 27767 BASE LINE (APN NO. 1201-091-61)

APPLICANT: Aysar Helo – Have A Snack

A. RECITALS

1. The Applicant filed an application with the City of Highland to allow a conditional use permit (CUP-23-002) to upgrade the Alcoholic Beverage Control license from a Type 20 (off-sale beer and wine) license to a Type 21 (off-sale beer, wine and distilled spirits) license for an existing vehicle fueling station convenience store located at 27767 Base Line within the Planned Commercial General Plan land use designation and Zoning District.
2. The proposal is a request to update an existing Alcoholic Beverage Control license for a vehicle fueling station convenience store and as specified in the Highland Municipal Code, approval of a conditional use permit by the Planning Commission is required.
3. The approval of this Conditional Use Permit for a Type 21 ABC license will make the previously approved Type 20 ABC license originally approved with the site (CUP-01-001) on July 3, 2001 null and void.
4. On March 21, 2023, the Planning Commission of the City of Highland, conducted a public hearing on the subject application and concluded the hearing on that date.
5. Pursuant to California Environmental Quality Act, the Project is Categorically Exempt per the CEQA Guidelines, Section 15301, Class 1 Existing Facilities. There is no further environmental review required.
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. The City of Highland Planning Commission after due consideration, inspection, investigation and study made by itself and on its behalf, and after due consideration of all evidence and reports offered at said hearing, including the staff report to the Planning Commission dated March 21, 2023, 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. Conditional Use Permit Findings of Fact (CUP-23-002):
 - a. The proposed use is permitted within the subject district pursuant to the provisions of this section, and complies with all of the applicable provisions of this title; and is consistent with the goals, policies, and objectives of the Highland General Plan, and the applicable development policies and standards of the city.

Response: The proposed project is to allow an upgrade to the Alcoholic Beverage Control license for an existing vehicle fueling station convenience store with a Type 20 (Off-sale Beer and Wine) license to a Type 21 (Off-sale Beer, Wine and Distilled Spirits) license. The property is within the Planned Commercial General Plan land use designation and Zoning District. The Application has been reviewed by the City and Conditions of Approval have been applied to the Project to ensure compliance with applicable development policies and standards of the City.

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

Response: The proposed project is to allow an upgrade to the Alcoholic Beverage Control license from a Type 20 (Off-sale Beer and Wine) license to a Type 21 (Off-sale General) license. The project site is within the Planned Commercial General Plan land use designation and zone and is surrounded by residential uses and commercial uses.

The applicant believes the establishment of a Type 21 Alcoholic Beverage Control license will better serve the community. The existing business hours shall remain as they are, 6:00 a.m. to 12:00 P.m. Monday through Sunday. The proposed use is permitted within the zoning district subject to approval of a conditional use permit.

Since the operational characteristics of the business (a convenience store) would remain unchanged, approval of this request would result in the expansion of the items offered for sale to include distilled spirits, contributing to

the economic benefit to the business and the City. The proposal would not impair the integrity or character of the district in which it is to be established.

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

Response: The site currently contains an approximately 3,451 square foot vehicle fueling station and convenience store. As indicated above, the property is within the Planned Commercial (PC) General Plan land use designation and Zoning District and is surrounded by residential and commercial uses. The PC zone is a zone which allows commercial uses, including a convenience store. The subject application has been reviewed in compliance with the Highland Municipal Code and appropriate conditions of approval have been applied to the project.

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

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

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

Response: A vehicle fueling station convenience store with a Type 20 ABC license was previously approved for the site and has operated for many years as a benefit to the surrounding property or community. The proposed upgrade to a Type 21 ABC license is not anticipated to cause any damage or harm to the properties or improvements in the area. The use will not change. It will continue to serve the area's citizens. Should the upgraded license be found to be problematic in the future, the CUP may be revoked upon action by the Planning Commission.

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

Response: This project is Categorically Exempt from environmental proceedings pursuant to Section 15301, Class 1, Existing Facilities, of the California Environmental Quality Act (CEQA) Guidelines, since the proposed project consists of issuance of a license by another agency and an alteration to operational characteristics for an existing non-conforming convenience store use.

- 5. Based on the findings of fact and conclusions set forth above, the Planning Commission approves CUP 23-002 to upgrade an existing Alcoholic Beverage

Control Type 20 (Off-Sale Beer and Wine) license to a Type 21 (Off-Sale Beer, Wine and Distilled Spirits) License for vehicle fueling station and convenience store, located at 27767 Base Line (APN: 1201-091-61) by adopting the conditions of approval attached hereto and incorporated herein by reference as Exhibit "A".

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 21st day of March 2023.

ATTEST:



Randall Hamerly, Chairman
Planning Commission



Lawrence A. Mainez
Community Development Director

ATTACHMENT "A"

CITY OF HIGHLAND
PLANNING DIVISION CONDITIONS OF APPROVAL

Date: March 14, 2023

Applicant: Have a Snack

Project No: Conditional Use Permit No. 23-002

Proposal: A proposal to consider the upgrade of an existing Alcoholic Beverage Control License Type 20 (Off-sale Beer and Wine) to a Type 21 (Off-Sale Beer, Wine & Distilled Spirits) to an existing vehicle fueling station and convenience store.

Location: 27767 Base Line (APN: 1201-091-61)

PLANNING CONDITIONS

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

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

1. This Conditional Use Permit approval 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 approval has occurred within twelve (12) months from the approval date of said conditional use permit.
 - 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 City Planner may grant an extension of time for a period of time not to exceed an additional twelve (12) months. An application for an extension of time must be set forth in writing, stating the reasons for the extension, and must be filed with the Planning Division a minimum of thirty (30) calendar days prior to the expiration of the conditional use permit approval. Such application shall be filed together with the city's processing fee, as established by the City Council.

2. This approval is to permit the establishment of a Type 21 Off-Sale Beer, Wine, and Distilled Spirits License for a Bona Fide Public Convenience Store from the State Department of Alcoholic and Beverage Control for an existing Vehicle Fueling Station known as "Have a Snack".
3. The approval of this Conditional Use Permit for a Type 21 ABC license will make the previously approved Type 20 ABC license originally approved with the site (CUP-01-001) on July 3, 2001 null and void.
4. The applicant shall agree to defend, at his sole expense, any action brought against the city, its agents, officers, or employees, because of the issuance of such approval, or in the alternative, to relinquish such approval. The applicant shall reimburse the city, its agents, officers, or employers, for any court costs and attorney's fees which the city, its agents, officers or employees may be required by a court to pay as a result of such action. 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 of his obligations under this condition.
5. Any revisions, modifications to the ABC License, as prepared by the State of California Department of Alcoholic and Beverage Control or any modifications to any conditions listed herein, must be submitted to the Planning Division; additional review and approval may be required by the Planning Commission.
6. All requirements of the Department of Alcoholic and Beverage Control shall be complied with and such requirements shall become part of these conditions of approval by reference.
7. "Loitering is Prohibited" signs shall be posted on and around the subject premises. Size and location shall be approved by the property owner and the City of Highland Planning Division.
8. The Applicant shall participate in the City's local business outreach program by annually maintaining in current status, a Trespassing Agreement Authorization Form (Letter of Agency) with the Highland Police Station. The outreach program offers the Applicant the ability to authorize the Highland Police Department to act as their agent to arrest, remove, or advise any person present on the property without their consent or without lawful purpose to leave the property. A copy of the Letter of Agency attached and made a part of this Conditional Use Permit.
9. The sale of alcoholic beverages shall be limited to the hours of 6:00 a.m. to 12:00 a.m. Monday through Sunday. Should there be a desire to extend the hours of operation listed above a revision to the Conditional Use Permit will be required.
10. Should at any time, the ABC License issued to the applicant by the State of California be surrendered or abandoned, this Conditional Use Permit shall automatically become null and void.

11. Within 12 months of approval, the Planning Commission shall review the status of the ABC license they shall include, but not be limited to, a crime statistics analysis by the Highland Sheriff's Office.

Attachment 2

March 21, 2023, Planning
Commission Minutes

PLANNING COMMISSION REGULAR MEETING MINUTES
March 21, 2023 – 6:00 P.M.

CALL TO ORDER

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

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

Staff Present: Kim Stater, Assistant Community Development Director
Ash Syed, Associate Planner
Angela Tafolla, Assistant Planner
Ben Booth, Senior Engineer
Matt Wirz, Building Official
Camille Goritz, 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 7, 2023 Regular Meeting.

A MOTION was made by Commissioner Miller, seconded by Commissioner Thomas, to approve as submitted. Motion carried, 5-0.

PUBLIC HEARINGS

2. Conditional Use Permit application requesting an upgrade of an existing Alcoholic Beverage Control License Type 20 (Off-sale Beer and Wine) to an Alcoholic Beverage Control License Type 21 (Off-Sale Beer, Wine, and Distilled Spirits) at an existing Valero vehicle fueling station convenience store Have A Snack (27767 Base Line, Aysar Helo)

Assistant Planner Tafolla presented the staff report.

Chair Hamerly stated there was a condition that had been added that would void the Conditional Use Permit (CUP), which is for the Alcohol Beverage Control (ABC) license, it is not the CUP for the use of the property that established the convenience store in the fuel station.

Assistant Planner Tafolla stated that is correct.

Chair Hamerly opened the public hearing.

Applicant, Aysar Helo stated we operate 24 hours and we have been operating legally. The majority of the calls to the police were because our employees called. We were requested about a year and a half ago, any transients or any issues on the gas pumps was to call the police and not to approach them. This was a request from Code Enforcement at the time, and I asked my employees if you see anybody that should not be there, to call the police and have them dealt with. We have not had crime issues such as robberies. People have asked us for certain drinks, however we cannot sell it because of the percentage of liquor. There is not any other liquor store that sells spirits in East Highland conveniently in our area.

Chair Hamerly asked are there any plans to add Electric Vehicle (EV) charging stations?

Applicant, Aysar Helo stated we approached Edison last week and they have a new program, and we are in discussion with them. We will try to have EV charging stations on site.

Chair Hamerly stated the letter that was provided in the staff report, it mentioned that your clientele that were requesting distilled spirits were coming from the eastern edges of the city.

Applicant, Aysar Helo stated that is correct. The majority of our customers come off the freeway or East Highland because it is the way home.

Chair Hamerly asked was it the Sheriff's Department that requested the letter if there was any illegal activity on the property.

Aysar Helo stated this was the Code Enforcement Department and they had us sign a document.

Chair Hamerly stated I am trying to figure out if this was a policy that was enacted as a public safety issue and it was a request of the Sheriff's Department, why they would decline or refuse to support your request it's a high crime area and if this is a policy that they had implemented.

Aysar Helo stated the officer checked the records of how many calls there were, he did not go through what the calls were about. Most of these calls were made as a follow-up. They are just people pulling in or pulling somebody off the street and they are talking to them. Some of the calls were to notify the police that someone should not be on the property, next door or across the street.

Assistant Community Development Director Stater stated our Code Enforcement Officer Barrie Owens and we have assigned POP officers with the Sheriff's Department, they approach all the businesses and ask for the document that allows them to go on their site in the absence of the owner and remove people that do not belong there. Also, to reduce the panhandling, the transient issue, please call. It is an ongoing effort by the city and our Quality-of-Life Department goes to these business owners and requests that they please make a call so we can resolve the issue.

Chair Hamerly stated ok, however if it is a policy that was encouraged by the Sheriff's Department and Code Enforcement, why they would not support a legitimate request by a business and say no, it is a high crime area.

Assistant Community Development Director Stater I think the alternative could be if it is reviewed and one or two years, and to look at the calls and see how they differ from this year to the next year. We can prepare a condition.

Chair Hamerly asked if we could modify a condition for reexamination and a directive to the Sheriff's Department to start tracking the data more specifically.

Commissioner Miller asked will you speak about internal policies that you have in the business in order to ensure safety?

Aysar Helo stated if anybody is intoxicated, there is no way we are going to sell them. Everybody is asked for ID's. When we first opened up, we installed electronic locks at the register, the employee could lock all our doors and people are locked out.

Chair Hamerly closed the public hearing.

Assistant Community Development Director Stater stated Planning Condition No. 11, on page 27 to read, "Within 12 months of approval the Planning Commission shall review the status of the ABC license they shall include, but not be limited to, a crime statistics analysis by the Highland Sheriff's Office".

A MOTION was made by Commissioner Amaya and seconded by Vice Chair Thomas to adopt Resolution No. 2023 – 008 approve Conditional Use Permit 23-002 to upgrade an existing Alcoholic Beverage Control License Type 20 (Off-Sale Beer and Wine) to an Alcoholic Beverage Control License Type 21 (Off-Sale Beer, Wine, and Distilled Spirits). Motion carried, 3-2, with Commissioner Miller and Commissioner Sutorus not in favor of the motion.

RESOLUTION NO. 2023 – 008

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT APPLICATION (CUP-23-002) TO UPGRADE THE ALCOHOLIC BEVERAGE CONTROL LICENSE FROM A TYPE 20 (OFF-SALE BEER AND WINE) LICENSE TO A TYPE 21 (OFF-SALE GENERAL) LICENSE FOR AN EXISTING VEHICLE FUELING STATION CONVENIENCE STORE LOCATED AT 27767 BASE LINE (APN NO. 1201-091-61)

3. Conditional Use Permit (CUP 22-008) for the development of a vehicle fueling station, convenience store, and carwash requiring a General Plan Amendment (GPA 22-001) and Zone Change (ZC 22-001) to change the land use and zoning designation from to Industrial (I) to Business Park (BP). Related entitlements include Tentative Parcel Map No. 19209 (TPM 22-006) to merge seven (7) existing lots into one (1), Design Review Application (DRA 21-019) for a site plan, building elevations, conceptual landscape plan, grading plan, and Mitigated Negative Declaration (ENV 23-002). (NE corner of Palm Ave and 5th St, Harikrishna Gas Inc)

Associate Planner Syed presented the staff report.

Commissioner Amaya asked if there was a moratorium with fueling stations, right?

Associate Planner stated that is correct, a part of that moratorium, there was an exemption for fueling station proposals that came to us prior to that moratorium going into effect. So, this was one of those projects that actually had a pre-application, there was a plan for this prior to that moratorium. So that is why it is exempt from it.

Assistant Community Development Director Stater stated the moratorium is no longer in place. The City Council adopted new standards for vehicle fueling stations, and with that ended the moratorium.

Associate Planner Syed stated this specific project does incorporate per the moratorium the requirement for onsite Electric Vehicle (EV). It is compliant with what the new fueling station standards are and it also incorporates diesel truck fueling, which is something that we do not have at other locations in the city.

Commissioner Sutorus asked will you describe the truck routes?

Associate Planner Syed (pointing to the PowerPoint) the trucks will enter from Meines Court, and that is where they fuel up and they exit onto 5th Street.

Commissioner Sutorus asked if the truck route is Palm Avenue and 5th Street?

Associate Planner Syed stated trucks will go from 5th Street up Palm Avenue to Meines Court, enter the station and exit back onto 5th Street.

Assistant Community Development Director Stater stated they will have two options; they can go back north to Base Line, or they will be able to go south to 3rd Street.

Commissioner Miller stated when the moratorium came up, I had a question regarding supply and demand. We do have many gas stations in Highland, we just heard from an existing gas station owner who stated that volumes are down. With EV, volumes are going to continue to go down, I do not think any of us want to see a Condition 10 years from now, when we have a bunch of brownfields all over our city because we did not think about the future. This project does have the diesel element, there is going to be demand for that. After this project, I would really like to see before I would approve any additional projects, I would like to see a study performed to look at that supply and demand and into the future in order to rationalize any additional gas stations. We are really saturated and if we do not act, we are going to end up with a lot of brownfields in the future that are going to degrade our city.

Assistant Community Development Director Stater stated the City Council did require in the new code that talks about abandoned and converted vehicle fueling stations. When one ceases use that the landscaping has to be repaired, restoration of all the on-site finishes, and the ground surface; everything has to be removed.

Chair Hamerly stated in the parking analysis, there are four spaces that have been included in the parking total for the site that are usage stations. There are two EV charging stations and two vacuum stations which are usage spaces. Those do not qualify as parking

spaces because they are dedicated. For example, there are eight spaces at pumps, but you cannot allocate those towards onsite parking. How can be rationalized if there are dedicated usage spaces?

Associate Planner Syed stated the two EV charging spaces, those do not apply to the parking requirement for the convenience store because they are spaces number 21 and 22. There are twenty other spaces and two are vacuum stations. According to the calculation there are 18.5 spaces that were required, which rounds up to 19. If you eliminate the EV charging and your vacuum, you are at 18 so. If you are around the spot down, you get to 18. There is one space short.

Chair Hamerly stated it is important because both the Resolution and the Conditions of Approval use those figures and that it is not a conventional means of calculating parking on a site. If it is a dedicated use area, it is not a parking spot because it is set aside for a specific use, and you are not supposed to be there unless you are doing that activity. They have an adequate amount of parking given the usage of the site, but I do not want it to put into a resolution that the city is recognizing we have 22 spaces on site when we do not.

Applicant Viraj Harikrishna stated this is a family business that we are trying to invest in the City of Highland. This is our first project that we have done from the ground up, we have done a project in Jurupa Valley 5 years ago. We saw an opportunity in high-speed diesel stations because of the airport and warehouses close to this location as well as the demand. So, when we looked at the site, we saw an opportunity to capture that business, in addition, to create a regular gasoline business as well to serve both clients. We also wanted to put in a convenience, car wash and EV charging stations. Since there are so many warehouses close by, based on our analysis, there is a demand for fuel stations specifically for high-speed diesel, we ran studies with private consultants and the volume is there for us to invest in this business.

Chair Hamerly asked what is the capacity analysis for the high-speed diesel? How far into Meines Court and Palm Avenue do you foresee the queue extending?

Viraj Harikrishna stated from the analysis, we do not see many 18-wheel trucks that are going to be coming in. It is more of the cargo-based trucks that are hauling cargo. Our analysis is about two trucks that can be staggered.

Chair Hamerly stated given the length of those vehicles, there is not a lot of queuing space on the north edge of the site and Meines Court is a short segment. I am hard pressed to find a time of day when I do not see a substantial amount of truck traffic in that corridor. It is a really well-placed business in that area, but also because there is such a high volume of truck traffic that is only going to increase in the future. I think queuing analysis and circulation around this site is really critical.

Chair Hamerly opened the public hearing.

Public Speaker, Aysar Helo stated we need this in pHighland, they worked hard to get this site. I think they should be able to build it and it is a good site. I looked at this site years ago, and the former owner is very hard to deal with. I also dealt with the property across street, which is the Mobile location, and we had a CUP approval. With our new friends, welcome to Highland. Thank you.

Chair Hamerly stated regarding the CUP section, attachment four, it specifically addresses the parking spaces, so please address that.

Assistant Community Development Director Stater stated ok, we will amend Condition #4 and any other reference.

Chair Hamerly stated Condition #16 stated it would come back to the Planning Commission for review for the on-site signage, the corner statement given the side angles and already have monument signs. The features listed are stones, wrought iron accents and City of Highland logos/scripture. Is the city looking for a built element or an enhanced landscape feature?

Assistant Community Development Director Stater stated both, but this specifically refers to a built element.

Chair Hamerly stated moving to Design Review Application (DRA), site plan. Regarding the queuing issue I have is exiting of the site for the trucks. If the trucks are 80 feet long and it is very difficult to get to the intersection because of the back up at the streetlight. If there is one truck that's waiting to exit southbound and make a westbound turn onto 5th Street, they could be waiting for a while. For example, if there is a truck waiting to exit onto 5th Street, next would go to Palm Avenue and then make a loop all the way around to get to the fueling canopy for gas. Will there be directional arrows on site pointing when they are fueling?

Applicants Representative Greg Hahn stated the traffic of the queuing at the canopy is figured out after a period of time. There is almost 100 feet or 80 feet, roughly between the canopy and there's plenty of maneuvering room.

Commissioner Miller asked if there's adequate room for trucks to use the entrance off of Palm Avenue to access the high diesel area?

Chair Hamerly stated the trucks have to enter Meines Court in order to make the canopy. Is there a median being proposed?

Senior Engineer Booth stated there is not a median proposed on Palm Avenue, but there is one proposed on 5th Street.

Vice Chair Thomas asked when is that median going to be constructed?

Senior Engineer Booth stated it is under construction currently.

Commissioner Miller stated Water Quality Basins, the swell guard inlets at the outlet of those basins and the system is a pretreatment device that treats the water before introducing it into the water quality basin. Do you know what the rationale was to provide the pretreatment at the outlet of the basin as opposed to treating it before it comes into basin?

Senior Engineer Booth stated that is a good point, usually the outflow is a little bit sensitive because that accounts for those overflows. Sometimes if those items are not maintained then they can cause flooding and that needs to be considered. For the conceptual approval that was not an issue, however for final engineering it needs to be considered

especially with the condition if those are not maintained, clogged or, basins overflow it is going to be messy and a bigger problem to deal with than the water quality aspects.

Chair Hamerly stated moving on to building exterior color exhibits.

Vice Chair Thomas asked are there other buildings nearby that have the same color scheme proposed?

Associate Planner Syed stated most of the buildings in this area are of the tan taupe color scheme, the ARCO that is across the street is a desert sand, most are very desert type colors.

Chair Hamerly stated the scheme is very specific, so if the tentative fueling partner is going to be known at the time when the sign program comes in and the branding would occur, it would be appropriate to defer the actual color palette and handle that all at once. Were there any comments on the composition massing of the structure itself?

Vice Chair Thomas suggested installing decorative items above the windows.

Greg Hahn stated yes, we can do that.

Chair Hamerly stated the motion tonight, it will include DRA approval, however, can the motion or the findings be modified to require bringing the signage back and include the color palette by reference in the CUP?

Assistant Community Development Director Stater stated on page 211, Condition #16 keep the first two sentences as is and where it starts final design for signage, state "Prior to issuance of a grading or building permit, the applicant shall submit a revised building elevation for the south side on-site circulation plan, color palette and materials board, including identification of gasoline tenant and corporate branding."

Chair Hamerly closed the public hearing.

A MOTION was made by Commissioner Sutorus and seconded by Vice Chair Thomas to:

1. Adopt Resolution No. 2023-009 certifying the Mitigated Negative Declaration (ENV 23-002), and direct Staff to file a Notice of Determination with the County Clerk of the Board;
2. Adopt Resolution No. 2023-010 approving General Plan Amendment (GPA 22-001) to change the land use of the site from Industrial (I) to Business Park (BP), subject to the Findings of Fact;
3. Introduce Ordinance No.2023-011 approving Zone Change (ZC 22-001) to change the zoning designation of the site from Industrial (I) to Business Park (BP), subject to the Findings of Fact;
4. Adopt Resolution No. 2023-012 approving Conditional Use Permit (CUP 22-008) for the development of a vehicle fueling

station, convenience store, and carwash, subject to the Conditions of Approval and the Findings of Fact as modified; and

5. Adopt Resolution No. 2023-013 approving Design Review Application (DRA 21-019) for the project's Site Plan, Building Elevations, Grading Plan and Conceptual Landscape Plan, subject to the Conditions of Approval and the Findings of Fact as modified; and
6. Adopt Resolution No. 2023-014 approving Tentative Parcel Map No. 19209 (TPM 22-006) to merge seven (7) existing lots into one (1), subject to the Conditions of Approval and the Findings of Fact. Motion carried, 5-0.

RESOLUTION NO. 2023-009

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, RECOMMENDING THE CITY COUNCIL CERTIFY MITIGATED NEGATIVE DECLARATION (ENV 23-002) AND ADOPT A MITIGATION MONITORING AND REPORTING PROGRAM FOR THE DEVELOPMENT OF A 4,042 SQUARE FOOT FUEL CANOPY FOR SIX (6) GASOLINE PUMPS, A 2,520 SQUARE FOOT FUEL CANOPY FOR THREE (3) DIESEL PUMPS, A 1,387 SQUARE FOOT AUTOMATED CARWASH, AND A 4,620 SQUARE FOOT CONVENIENCE STORE ON APPROXIMATELY 1.9 ACRES AT THE NORTHEAST CORNER OF PALM AVENUE AND 5TH STREET. RELATED ENTITLEMENTS INCLUDE CONDITIONAL USE PERMIT (CUP 22-008), DESIGN REVIEW APPLICATION (DRA 21-019), TENTATIVE PARCEL MAP NO. 19209 (TPM 22-006), GENERAL PLAN AMENDMENT (GPA 22-001) AND ZONE CHANGE (ZC 22-001).

RESOLUTION NO. 2023-010

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, RECOMMENDING THE CITY COUNCIL ADOPT A RESOLUTION APPROVING GENERAL PLAN AMANDMENT (GPA 22-001) TO CHANGE THE LAND USE OF SEVEN (7) SUBJECT PARCELS FROM INDUSTRIAL (I) TO BUSINESS PARK (BP) FOR A DEVELOPMENT CONSISTING OF A 4,042 SQUARE FOOT FUEL CANOPY FOR SIX (6) GASOLINE PUMPS, A 2,520 SQUARE FOOT FUEL CANOPY FOR THREE (3) DIESEL PUMPS, A 1,387 SQUARE FOOT AUTOMATED CARWASH, AND A 4,620 SQUARE FOOT CONVENIENCE STORE AT THE NORTHEAST CORNER OF PALM AVENUE AND 5TH STREET. RELATED ENTITLEMENTS INCLUDE CONDITIONAL USE PERMIT (CUP 22-008), DESIGN REVIEW APPLICATION (DRA 21-019), TENTATIVE PARCEL MAP NO. 19209 (TPM 22-006), AND ZONE CHANGE (ZC 22-001).

RESOLUTION NO. 2023-011

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, RECOMMENDING THE CITY COUNCIL INTRODUCE AN ORDINANCE APPROVING ZONE CHANGE (GPA 22-001) TO CHANGE THE ZONING DESIGNATION OF SEVEN (7) SUBJECT PARCELS FROM INDUSTRIAL (I) TO BUSINESS PARK (BP) FOR A DEVELOPMENT CONSISTING OF A 4,042 SQUARE FOOT FUEL CANOPY FOR SIX (6) GASOLINE PUMPS, A 2,520 SQUARE FOOT FUEL CANOPY FOR THREE

(3) DIESEL PUMPS, A 1,387 SQUARE FOOT AUTOMATED CARWASH, AND A 4,620 SQUARE FOOT CONVENIENCE STORE AT THE NORTHEAST CORNER OF PALM AVENUE AND 5TH STREET. RELATED ENTITLEMENTS INCLUDE CONDITIONAL USE PERMIT (CUP 22-008), DESIGN REVIEW APPLICATION (DRA 21-019), TENTATIVE PARCEL MAP NO. 19209 (TPM 22-006), AND GENERAL PLAN AMENDMENT (GPA 22-001).

RESOLUTION NO. 2023-012

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, RECOMMENDING THE CITY COUNCIL APPROVE CONDITIONAL USE PERMIT (CUP 22-008) FOR A DEVELOPMENT CONSISTING OF A 4,042 SQUARE FOOT FUEL CANOPY FOR SIX (6) GASOLINE PUMPS, A 2,520 SQUARE FOOT FUEL CANOPY FOR THREE (3) DIESEL PUMPS, A 1,387 SQUARE FOOT AUTOMATED CARWASH, AND A 4,620 SQUARE FOOT CONVENIENCE STORE AT THE NORTHEAST CORNER OF PALM AVENUE AND 5TH STREET. RELATED ENTITLEMENTS INCLUDE DESIGN REVIEW APPLICATION (DRA 21-019), TENTATIVE PARCEL MAP NO. 19209 (TPM 22-006), GENERAL PLAN AMENDMENT (GPA 22-001), AND ZONE CHANGE (ZC 22-001).

RESOLUTION NO. 2023-013

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, RECOMMENDING THE CITY COUNCIL APPROVE DESIGN REVIEW APPLICATION (DRA 21-019) FOR THE SITE PLAN, BUILDING ELEVATIONS, ROUGH GRADING PLAN AND CONCEPTUAL LANDSCAPE PLAN PERTINING TO THE DEVELOPMENT CONSISTING OF A 4,042 SQUARE FOOT FUEL CANOPY FOR SIX (6) GASOLINE PUMPS, A 2,520 SQUARE FOOT FUEL CANOPY FOR THREE (3) DIESEL PUMPS, A 1,387 SQUARE FOOT AUTOMATED CARWASH, AND A 4,620 SQUARE FOOT CONVENIENCE STORE AT THE NORTHEAST CORNER OF PALM AVENUE AND 5TH STREET. RELATED ENTITLEMENTS INCLUDE CONDITIONAL USE PERMIT (CUP 22-008), TENTATIVE PARCEL MAP NO. 19209 (TPM 22-006), GENERAL PLAN AMENDMENT (GPA 22-001), AND ZONE CHANGE (ZC 22-001).

RESOLUTION NO. 2023-014

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING TENTATIVE PARCEL MAP NO. 19209 (TPM 22-006) TO MERGE SEVEN (7) EXISTING PARCELS INTO ONE (1) PARCEL IN ASSOCIATION WITH CONDITIONAL USE PERMIT (CUP 22-008), DESIGN REVIEW APPLICATION (DRA 21-019), GENERAL PLAN AMENDMENT (GPA 22-001), AND ZONE CHANGE (ZC 22-001) TO DEVELOP A 4,042 SQUARE FOOT FUEL CANOPY FOR SIX (6) GASOLINE PUMPS, A 2,520 SQUARE FOOT FUEL CANOPY FOR THREE (3) DIESEL PUMPS, A 1,387 SQUARE FOOT AUTOMATED CARWASH, AND A 4,620 SQUARE FOOT CONVENIENCE STORE AT THE NORTHEAST CORNER OF PALM AVENUE AND 5TH STREET.

4. Review of the City's 2022 General Plan Implementation and Housing Element Annual Reports in accordance with Government Code Sections 65400 and 65588.

Assistant Community Development Director Stater presented the staff report.

Commissioner Amaya asked when the Airport Gateway Specific Plan will be completed?

Assistant Community Development Director Stater replied hopefully someone late summer in 2023.

Chair Hamerly stated the Accessory Dwelling Units (ADU's) were being allocated for low, but they are not extending it to very low.

Assistant Community Development Director Stater stated the state asks us to report planning entitlements, which falls under planning division, which our Planning Technician does the daily ADU's. The state asks us to report everything we do in the calendar year through planning and secondarily they ask Building and Safety to report when is a permit pulled, and did it commence construction? There are four things that we have to report and when planning first gets it, we do not have evaluation, we estimate it.

Commissioner Amaya asked is the city going to build affordable income housing /transitional housing in the city?

Assistant Community Development Director Stater stated yes, we will soon build an 89 unit south of Jeffrey Court on Central Avenue and those will be income restricted and senior living.

A MOTION was made by Commissioner Amaya and seconded by Vice Chair Thomas to receive and file the 2022 General Plan and Housing Element Annual Reports. Motion carried, 5-0.

ANNOUNCEMENTS

The next regular meeting is scheduled for April 4, 2023.

ADJOURN

There being no further business, Chair Hamerly declared the meeting adjourned at 8:06 p.m.

Submitted by:



Camille Goritz, Administrative Assistant III
Community Development Department

Approved by:



Randall Hamerly, Chair
Planning Commission

Attachment 3

Summarized call report for Valero – Have a
Snack

San Bernardino Sheriff's Summarized Call Report

Output for: 05/01/2023 – 03/30/2024

Valero 27767 Base Line

2 - Disturbance - Domestic

1 - Suspicious person

1 - Trespassing

2 - 911 call

1 - Welfare check

6 - Subject check

2 - Business check

1 - Disturbance - Violent

1 - Vandalism

2 - Area check

1 - 911 Follow up

5 - Information

1 - Disturbance - general

1 - Private Tow

2 - Theft

1 - Drunk in Public

2 - Disturbance - Unknown

1 - Car Fire