

PLANNING COMMISSION REGULAR MEETING MINUTES
August 6, 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 6:00 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	Vacant

Staff Present: Lawrence Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Angela Tafolla, Associate Planner
Travis Trejo, Assistant Planner
Matt Bennett, Assistant Public Works Director
Matt Wirz, Building Official
Camille Duarte, Administrative Assistant III
Scott Rice, City Landscape Architect

Chair Hamerly led the Pledge of Allegiance.

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

None.

CONSENT CALENDAR

1. Minutes from the July 16, 2024 Regular Meeting.

A MOTION was made by Vice Chair Thomas and seconded by Commissioner Miller to approve the revised minutes as submitted. Motion carried, 3-0, with Commissioner Graves being absent.

PUBLIC HEARING

2. A Public Hearing of the Planning Commission to consider Planning Area 2 (PA2) of the Greenspot Village and Marketplace Specific Plan. (DRA-24-005) The Design Review Application seeks approval of the Site Plan (Option A & Option B), Building Elevations, Conceptual Landscape Plan, Rough Grading Plan, recreation areas, and amenity building. Additionally, it includes Tentative Tract Map No. 24-001 (TTM-24-001/TR 20698) for the subdivision of three (3) parcels to create six (6) new parcels across 25 acres for the purpose of finance and conveyance. (Applicant: Mission Communities and Mossa Investments)

(Location: Vacant area of approximately 25 acres located on the north side of Greenspot Road between the SR 210 and Boulder Ave. APN: 1201-341-29, 30, & 33)

A MOTION was made by Chair Hamerly and seconded by Commissioner Graves to the continue the Public Hearing to August 20, 2024. Motion carried, 4-0.

3. Conditional Use Permit (CUP 21-003) for the construction of a new multipurpose church building. (Owner: Indonesian Seventh-Day Adventist Church) (Location: 7480 Sterling Ave. APN: 0278-131-48)

A MOTION was made by Chair Hamerly and seconded by Commissioner Miller to allow Staff and the Applicant necessary time to further review the project plans. Motion carried 4-0.

4. Design Review Application (DRA 24-002) for the Site Plan, Landscape Plan, and Building Elevations related to the construction of a 7,384 square foot retail store (O'Reilly Auto Parts) on a one-acre site at the northeast corner of Base Line and Hillview St. (Applicant: O'Reilly Auto Enterprise) (Location: 26778 Base Line, APN: 1191-421-57)

Assistant Planner Trejo presented the staff report.

Vice Chair Thomas asked are there other developments using alleyways as entrances?

Assistant Planner Trejo stated not that I am aware of. The reason it is using this format is because of those existing conditions on the site.

Assistant Public Works Director Bennett stated it serves to remove the existing driveways that are adjacent to Hillview St, so it is a better position for the entrance/exit onto Base Line. They are removing and reconstructing height, curb, and gutter at the other drive approaches. It does serve their development.

Chair Hamerly stated if it being used as a drive, is there a 24 foot wide minimum requirement for that curb break?

Assistant Public Works Director Bennett stated yes, Fire Department is at 20 feet, Planning Department is at 24 feet and the alleyway is existing is at 20 feet.

Chair Hamerly stated it would not be a standard curb break for ingress and egress on a commercial property. This dimension is a 20 foot wide alleyway, but it does not look like there is an offset.

Assistant Public Works Director Bennett stated Hillview Street and Base Line are 30 feet.

Chair Hamerly stated staff stated that they were improving the alley. I am assuming that means upgrading it to the point where it is equivalent to the parking area, so that there would be an alley that goes all the way around the building, right?

Assistant Planner Trejo stated we did not receive further details regarding that; however, it is a six inch concrete base.

Assistant Public Works Director Bennett stated Engineering Condition No. 12 does require a minimum 6 inch PCC over 4 inch CAB.

Chair Hamerly stated I was concerned depending on the drainage patterns of the lots to the north, if they are draining towards the south there are potential undercutting of the alleyway if it's concrete.

Assistant Public Works Director Bennett stated yes, I do not see the contours on there. it could drain off the back, but they normally would have been graded to drain to the north, to the front of their properties.

Chair Hamerly stated my concern was not that it would degrade the concrete. If there isn't a smooth transition between natural grade, a compacted gravel apron or if the concrete alley creates any kind of a damming effect, then there is some potential erosion effects. How is the water going to be transitioning between natural slope and that concrete, if you have 6 inches of build up?

Assistant Public Works Director Bennett stated it will not be 6 inches of buildup, it should be graded to flush.

Commissioner Miller stated majority of auto parts stores have maintenance work done in the parking lot. Will that be allowed?

Assistant Public Works Director Bennett stated the WQMP would restrict that, however we would address it in our WQMP BMP inspections once every three years. We will be monitoring the store to make sure that does not happen. The Code Enforcement and Planning Department might have a requirement on Conditions of Approval.

Chair Hamerly stated I would rather have it stated in the Conditions of Approval rather than leave it to city staff to have to initiate an enforcement action. I do agree that a lot of the auto parts stores loan out tools and help repair vehicles in the parking lot. We do not want it to be turned into a mechanical repair shop.

Assistant Community Development Director Stater stated we would not permit that or vehicles on blocks. Typically, the work that is done in the parking lot is vehicles needing assistance with a battery or swapped out windshield wipers, those are the limits. Staff will work on language to add a condition to the Conditions of Approval.

Chair Hamerly opened the public hearing.

Public Speaker Julie Ulloa stated I live at 26747 Hillview St. My questions were mostly answered. I have two vintage cars that I would love to have access to that alleyway and put a carport up. I plan on putting up a privacy wall. The next three neighbors have 3 different types of material there needing to be torn down or redone. I hope that O'Reilly does come here because it has been empty for quite some time. Are the hours of operation 7:00 AM to 7:00 PM?

Assistant Planner Trejo stated correct.

Applicant's Representative Brandon Human stated I represent O'Reilly Auto Parts I am the Civil Engineer on the project representing O'Reilly. I am here to answer any questions you may have.

Commissioner Miller stated on site grading, storm drain far right hand corner for the contractor to verify elevation on receiving storm drain system. The elevations are important and in terms of tying that into that storm drain system which controls a lot of the elevations as we move upstream into the basins and the great elevations. It seems to me like it would be a valuable option to go in and pothole that elevation prior to commencing construction and wait till construction to verify how that elevation is as shown on the plans. Looking at the erosion control plan notes, it is clear to me that the author is not familiar with our construction general permit that governs a lot of the erosion control management practices and how they are to be implemented on the site. There are no references to QSD or QSP within the notes. I highly recommend the author become familiar with the new construction general permit requirements and update the erosion control notes.

Chair Hamerly asked will the notes be modified to the adopted standards during plan check?

Assistant Public Works Director Bennett stated yes, we do have a new construction general permit to be updated. This site is going to go through further review and be picked up during plan check.

Commissioner Miller stated the permit does recognize demolition as a part of this. There should be BMP strategies implemented to go along with the demolition activities that are outlined in the demolition plan. I have concerns on the WQMP plan which are the orifice, mulch, and lack of filtration in the grade inlets. The size of the orifice that is being proposed is only a couple of inches and that does not work well with floatable mulch that can enter the grade inlet and go down to the orifice and clog it. I recommend alternative surface materials such as grass or other materials that are not going to float and become a source of debris. The underground system looks like one single perforated pipe is proposed in the gravel, typical standards of design for bioretention will require at least two or three. Most of the time you want to have three to four times the conveyance in the sub training system as compared to the rate of infiltration that the surface can convey. The upstream at that storm drain is not clear with what water is going into there but wanted to bring that to everybody's attention.

Commissioner Miller asked is the California Fan Palms an invasive species?

City Landscape Architect Rice stated this plan is a carryover from the previously approved plan. Of the two fan palms, this is the tree that is used through the Town Center corridor as the street tree. It is native to Palm Canyon Avenue in Palm Springs. It is less invasive; this is the shorter stout version. That being said, if the Planning Commission's desire is to avoid palms just based on recent applications, and the ongoing discussion with palm trees, I am sure we can collaborate with the applicant to find a suitable accent tree of some variety. It is a small site, so a lot of trees are not going to fit.

Chair Hamerly stated regarding Landscape Condition of Approval No. 20A, If we are going to maintain the California Fan Palms, what would be a reasonable tree size for a specimen quality tree for a fan palm?

City Landscape Architect Rice stated in previous applications, especially along this corridor we held to a minimum of 8 foot brown trunk height. That is something that we have seen achieved in a 24 inch box, but we would rather hold them to the size specification.

Chair Hamerly asked would that exclude the palms from condition 20A and focus on the deciduous specimens?

City Landscape Architect Rice stated that 8 foot brown trunk palm would be the equivalent of a 48 inch box tree. I would recommend that the street trees on Base Line that the 48 inch specimens are focused there especially since the holly oak is fairly slow growing.

City Landscape Architect Rice stated we would count the palms toward the tree count in the plant that legend provided, they are listing them as a tree so that would hold them to that criteria. The percentages would apply to both the trees and the palms combined.

Chair Hamerly stated on condition 24, the last sentence stated center spacing is for ground covers and shrubs should be approved by City Landscape Architect to achieve the appropriate plant coverage within two years installation. There is a percentage that they are supposed to hit, and it is typically like 50% coverage within a year, so we do not have a bunch of dirt, mulch, or gravel. Would it be clearer to have that percentage defined in that condition?

City Landscape Architect Rice stated the intent was 100% coverage after two years.

Chair Hamerly asked is this red color on this color palette completely accurate? It looks a little faded compared to some of the O'Reilly's I have seen.

Applicant's Representative Brandon Human stated should be their prototypical color.

Assistant Community Development Director Stater stated on Planning Condition No. 37 stated on site auto repairs are prohibited, there shall be no repair or replacement of auto parts within the project parking lot, alley, or adjacent streets. Multiple signs shall be displayed stating such signed text and location shall be determined by staff prior to the issuance of building permit. The project shall comply with best management practices identified in the project's final WQMP.

Chair Hamerly stated on the Building and Safety condition No. 8 references all dead and removed trees and foliage to be properly removed from site. Is that referencing site demolition or is that referencing landscape that dies in the process before final?

Building Official Wirz stated the general condition for the demolition is removal all dead trees and vegetation from the site. We do not want to see that carry through to the final project.

Chair Hamerly closed the public comment.

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

1. Adopt Resolution 2024-015 Approving Design Review Application (DRA 24-002), for the Site Plan, Landscape Plan, and Building Elevations related to the construction of an O'Reilly Auto Parts subject to the Conditions of Approval, and the Findings of Fact as modified, and;
2. Direct Staff to file a Notice of Exemption with the County Clerk of the Board. Motion carried, 4-0.

RESOLUTION NO. 2024-015

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING DESIGN REVIEW APPLICATION (DRA 24-002), FOR THE SITE PLAN, LANDSCAPE PLAN, AND BUILDING ELEVATIONS AND SIGNS RELATED TO THE CONSTRUCTION OF AN O'REILLY AUTO PARTS RETAIL STORE, ON A ONE ACRE SITE, LOCATED ON THE NORTHEAST CORNER OF BASE LINE AND HILLVIEW STREET (APN: 1191-421-57)

ANNOUNCEMENTS

The next Planning Commission Regular Meeting is scheduled August 20, 2024.

ADJOURN

There being no further business, Chair Hamerly declared the meeting adjourned at 7:01 p.m.

Submitted by:

Approved by:

Camille Duarte, Administrative Assistant III

Randall Hamerly, Chair

