

CITY OF HIGHLAND REGULAR MEETING OF THE PLANNING COMMISSION AGENDA

MEMBERS

Randall Hamerly, Chair
Chandra Thomas, Vice Chair
Nicole McCance, Commissioner
Jarrod Miller, Commissioner
Vacant, Commissioner

REGULAR MEETING

April 1, 2025
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
Octavio Duran, Public Works Director/City Engineer
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

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 March 18, 2025 to publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the April 1, 2025 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 1, 2025 - 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 1, 2025, 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 December 17, 2024 Regular Meeting.

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

2. Minutes from the March 18, 2025 Regular Meeting.

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

PUBLIC HEARINGS

3. A Continued Public Hearing to Consider the Appeal of Administrative Citation No. 15255 issued due to business license and land use violations related to the unlicensed and unpermitted parking and storage of trucks & tractor-trailers in accordance with Chapter 2.56 of Title 2, of the Highland Municipal Code, at the property generally located at 27356 5th St., Highland, CA 92346, Tax Assessor Parcel Number 1201-301-16. Cited: William Graham 1 LLC. Continued from March 04, 2025, Planning Commission/Appeals Board Hearing.

RECOMMENDATION: Staff recommends the Planning Commission/Appeals Board conduct the required continued Public Hearing and uphold Administrative Citation No. 15255 and adopt Resolution No. 2025 - _____.

4. Request for a one-year Extension of Time (EXT 25-001) for Design Review Application (DRA 22-022) for the development of a 284,917 square foot warehouse and related Tentative Parcel Map No. 20680 (TPM 22-011) to merge fourteen (14) existing parcels into one (1). (Owner: Lovett Industrial, Location: Northwest corner Palm Avenue and Meines St.)

RECOMMENDATION: Staff recommends the Planning Commission Adopt Resolution No. 25 – _____, approving Extension of Time application (EXT 25-001) for a one (1) year extension of Design Review Application (DRA 22-022), and Tentative Parcel Map No. 20680 (TPM 22-011), subject to the Conditions of Approval and Findings of Fact.

5. Municipal Code Amendment No. 24-001: Housing Element Implementation Ordinance of the City of Highland amending portions of Title 5 (Business License and Regulations), Title 8 (Health and Safety), and Title 16 (Land Use and Development Code) of the Highland Municipal Code.

RECOMMENDATION: Staff recommends the Planning Commission approve Resolution No. 25 – _____ recommending the City Council approve Municipal Code amendment 24-001:

1. Adopt a Notice of Exemption and instruct staff to file a Notice of Exemption with the County Clerk of the Board, and;
2. Introduce an Ordinance to amend Chapter 5.34 (Multiple-Family and other Rental Units) of Title 5, and amend various Chapters of Title 16 (Land Use and Development Code) of the Highland Municipal Code (HMC) for the implementation of the 6th Housing Element Programs, mandatory State Legislation updates, and to correct Municipal Code ambiguities and inconsistencies.
3. Introduce an Ordinance to amend Section 16.44.180 (Accessory Dwelling Units) of Title 16 (Land Use and

Development Code) of the Highland Municipal Code to implement Program 12 of the 6th Cycle Housing Element and ensure consistency with recent State housing legislation, including AB 671, AB 1332, AB 976, and AB 1033. The proposed amendment promotes the development of ADUs as a means to increase affordable housing opportunities and ensures the City's regulations remain compliant with State law.

4. Select a preferred site from the two proposed areas under consideration for potential rezoning to accommodate high-density multifamily residential development. Staff will use the Planning Commission's direction to prepare a formal General Plan Amendment and Zone Change for future public hearing and Council consideration.

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 27th of March 2025 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: March 27, 2025



Camille Duarte, Administrative Assistant III