



City of Highland

Randall Hamerly, Chair

Chandra Thomas, Vice Chair

Nicole McCance, Commissioner

Jarrold Miller, Commissioner

Brent Merideth, Commissioner

Planning Commission Regular Meeting Agenda

November 18, 2025 at 6:00 PM

City Hall Donahue Council Chambers | 27215 Base Line, Highland CA 92346

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.

In compliance with the Brown Act, any writings or documents provided to a majority of the legislative body regarding any item on this agenda, that are not exempt from disclosure under the California Public Records Act, will be made available for public inspection at City Hall, 27215 Base Line Highland, CA 92346, during normal business hours. Such documents will also be made available on 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 accommodations, including interpreters.

Levine Act: Pursuant to Government Code Section 84308, any party to a City proceeding must disclose on the record any campaign contributions made to a member of the City Council (or commission) in excess of \$250 in the past 12 months. This disclosure requirement includes contributions by the party's agent and aggregated contributions from persons or entities related to the party. Please make the disclosure as soon as possible, but no later than the beginning of the proceeding.

Call to Order

Pledge of Allegiance

Public Comment

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 3 minutes each. For those wishing to make public comments by email, please submit your comments by 5:00 p.m. on November 18, 2025, to publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the agenda, please identify the agenda item number. Members of the public may submit comments on public hearing items at any time before the meeting, as well as during the meeting up until the close of the public hearing for the respective item.

Planning Commission Public Hearing

1. A Public Hearing to declare the existence of a Public Nuisance in accordance with Title 8, Chapter 8.32, of the Highland Municipal Code, and authorize the abatement thereof, at the Property located at 7591 Cunningham St, Highland, CA 92346, Tax Assessor's Parcel Number 1192-381-21.

Staff recommends the Appeals Board conduct the required Public Hearing and adopt Appeals Board Resolution No 2025 - ____, declaring the existence of a public nuisance on the Property generally located at 7591 Cunningham St., Highland, CA 92346 and order the abatement thereof.

2. Conditional Use Permit (CUP 22-015), for the expansion of an existing autobody repair shop to an adjacent 6,000 sf building and related Design Review Application (DRA 25-007) for the site plan, landscape plan and elevations.
 1. Adopt Resolution No. 2025-____, approving Conditional Use Permit (CUP 22-015) for the expansion of an existing autobody repair shop to an adjacent 6,000 sf building on an approximately 1.2 acre parcel subject to the Conditions of Approval and Findings of Fact;
 2. Adopt Resolution No. 2025 - ____ Approving Design Review Application (DRA 25-007) for the site plan, building elevations, grading plan, and landscape plan, subject to the Conditions of Approval and Findings of Fact; and
 3. Direct staff to file a Notice of Exemption with the County Clerk of the Board of Supervisors.

Planning Commission Legislative

Announcements

Adjourn

Certification

I, Camille Duarte, Administrative Assistant III, or my designee, hereby certify that the foregoing agenda was posted 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), and City Hall (27215 Base Line) at least seventy-two (72) hours prior to the meeting per Government Code Section 54954.2.