



# City of Highland

Randall Hamerly, Chair

Chandra Thomas, Vice Chair

Nicole McCance, Commissioner

Jarrod Miller, Commissioner

Brent Merideth, Commissioner

## **Planning Commission Regular Meeting Agenda**

December 16, 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.*

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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](http://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 \$500 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.

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## 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 December 16, 2025, to [publiccomment@cityofhighland.org](mailto: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 Consent Calendar

1. Minutes - September 16, 2025 Planning Commission

Approve the Minutes as submitted.

### Planning Commission Public Hearing

2. Request for a three-year Extension of Time (EXT 25-006) for Conditional Use Permit (CUP 22-009) to permit the development of a contractor's equipment rental business that includes a 3,900 square foot building and outdoor storage. Related entitlements include Design Review Application (DRA 22-012) for the Site Plan, Building Elevations, Grading Plan and Conceptual Landscape Plan.

Adopt Resolution No. 25 – \_\_\_\_\_, approving Extension of Time application (EXT 25-006) for a three (3) year extension of Conditional Use Permit (CUP 22-009) and Design Review Application (DRA 22-012) subject to the Conditions of Approval and Findings of Fact.

## Announcements

### Adjourn

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## 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](http://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.