



City of Highland

Randall Hamerly, Chair

Chandra Thomas, Vice Chair

Nicole McCance, Commissioner

Jarrold Miller, Commissioner

Brent Merideth, Commissioner

Planning Commission Study Session Agenda

June 2, 2026 at 6:05 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, Senior Planner

Travis Trejo, Assistant Planner

Tiffany Martinez, Assistant Planner

Camille Duarte, Administrative Assistant III

Octavio Duran, Public Works Director/City Engineer

Brian Wolfe, 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.

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.highlandca.gov.

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.

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 June 2, 2026 to publiccomment@highlandca.gov. 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 Legislative

1. Mini Study Session - Code Enforcement Due Process

Hear Staff's presentation on the topic and ask questions as appropriate

2. Study Session requested by Marinita/Maverick for consideration of a vehicle fueling station and convenience store, and quick service oil change facility proposed at the Northeast corner of Base Line and Buckeye St (APN: 1200-421-02 & - 03)

Hear Staff's and the Applicant's presentation and provide feedback regarding the proposed land use.

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.highlandca.gov 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.



Staff Report

to the Planning Commission

Agenda
Item
No.
1.

Date: June 2, 2026

From: Lawrence Mainez, Community Development Director

Reviewed By: Lawrence Mainez, Community Development Director
Barrie Owens, Senior Code Enforcement Officer

Prepared By: Lawrence Mainez, Community Development Director
Barrie Owens, Senior Code Enforcement Officer

Subject: **Mini Training/Study Session - Code Enforcement Due Process**

Recommendation:

Hear Staff's presentation on the topic and ask questions as appropriate

Fiscal Impact:

None. This item is for training purposes only and no formal determination or action will be made by the Planning Commission during this Mini Training/Study Session.

Agenda Posting:

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

Project Detail:

The purpose of this Mini Training/Study Session Item is to give the Planning Commission/Appeals Board an opportunity to learn more about the Code Enforcement Due Process and ask questions as appropriate. This Mini Training/Study Session is the Fourth (4th) in a series of training sessions designed to provide important information and critical updates to the Planning Commission/Appeals Board as it relates to their roles and responsibilities. This is not a public hearing, and no formal action will be taken by the Planning Commission. Staff will attempt to invite the most knowledgeable guest speakers (as practical) to these Mini Training/Study Sessions. These Mini Training/Study Sessions will also be recorded and posted on the City's website for future reference and on-going educational purpose for current and future Planning Commissioners.

All materials presented during the Mini Training/Study Sessions, such as handouts and PowerPoint slides will be distributed to all Planning Commissioners after each session for their future reference.

Attachments:

None



Staff Report

to the Planning Commission

Agenda
Item
No.
2.

Date: June 2, 2026

From: Lawrence Mainez, Community Development Director

Reviewed By: Kim Stater, Assistant Community Development Director

Prepared By: Travis Trejo, Assistant Planner

Subject: **Study Session** requested by Marinita/Maverick for consideration of a vehicle fueling station and convenience store, and quick service oil change facility proposed at the Northeast corner of Base Line and Buckeye St (APN: 1200-421-02 & - 03)

Recommendation:

Hear Staff's and the Applicant's presentation and provide feedback regarding the proposed land use.

Fiscal Impact:

There is no fiscal impact related to the Study Session other than Staff time to prepare the report.

Agenda Posting:

The agenda for this item was posted at the three locations per Resolution No. 2011-047 and on the City's website.

Project Detail:

The subject site is 2.04 acres and located on the Northeast corner of Base Line and Buckeye St. (Attachment 1). A Conditional Use Permit (CUP) 21-001 was approved on this site for two drive-thru restaurant pads. At the time of approval, the Applicant was looking at two tenants: The Habit Burger, and El Pollo Loco on January 18, 2022. The Applicant is seeking to revise the previously approved CUP application for this site by proposing a vehicle fueling station, with a C-store and a quick service oil change station.

The property under consideration is designated as Mixed Use within the Town Center Policy Area designated in the General Plan. In this configuration, the applicable zoning standards to be applied are those under the Neighborhood Commercial Standards and related standards (HMC 16.44.200). The properties directly abutting this site to the north are existing single-family residential with SF zone designation. The proposed uses of vehicle fueling stations and minor auto repair are permitted within the Mixed-Use land use designation (Neighborhood Commercial Standards).

"The [Town Center] Mixed Use District allows for a range of possibilities for development. The

city desires a preferred pattern of development within the town center, as conceptually shown in the community design element of the general plan. Development proposals within the Town Center Mixed Use District shall be reviewed for consistency with the intent of the preferred pattern of development (HMC 16.22.010.C)." The Highland General Plan Community Design Element Goal 10.3 designates the Town Center Policy Area with the goal of creating "a more discernable, vibrant and attractive place where residents can shop, eat, socialize, relax and run daily errands."

Since the previously approved proposal for two drive-thru restaurants has been slow moving, and the previous tenants may no longer be interested, the Applicant is seeking alternative options. Based on the Development Code, fueling stations are not permitted in the Mixed Use (MU) zone. The Applicant is asking if the City would consider a fueling station and C store alongside a quick service oil change facility to be proposed on this site.

The Applicant is requesting to present their proposal for modifying the previously approved Conditional Use Permit of this site and gather feedback from the Planning Commission as they make business decisions about the property acquisition and development. Staff will be available to help answer any questions from the Planning Commission.

This is only a Study Session so no formal decisions can be made by the Planning Commission.

Attachments:

1. Area Map
2. Site Plan
3. Study Session Narrative
4. Maverick Brochure

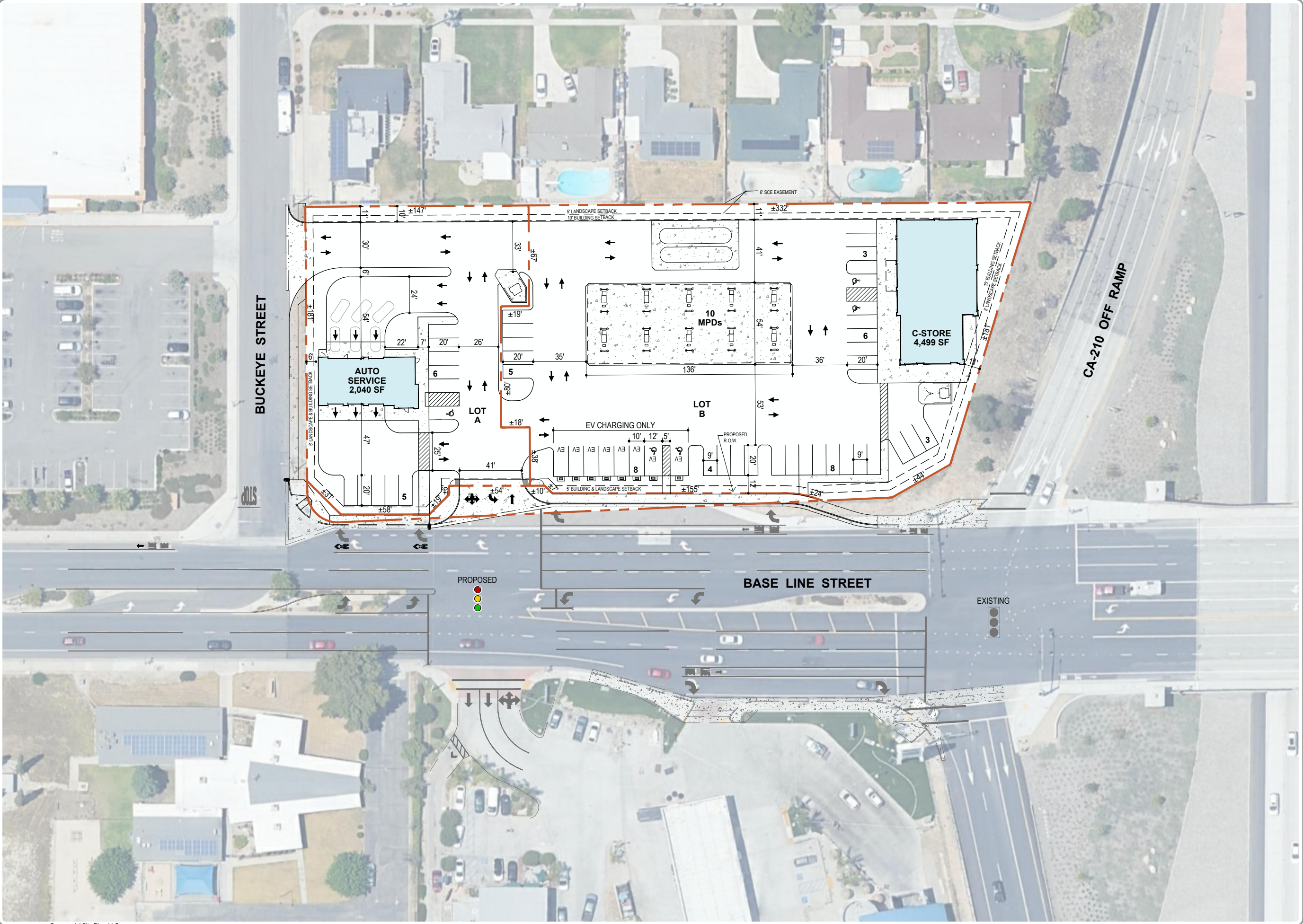
Attachment 1:

Area Map



Attachment 2:

Site Plan



SITE DATA	
JURISDICTION	HIGHLAND, CA
PARCEL ID	120042102
ZONING	MU (MIXED USE)
FLOOD ZONE	X
FEMA MAP	06071C802H7
BUILDING SETBACKS	FRONT 5' SIDE 10' REAR 10'
LANDSCAPE SETBACKS	FRONT 5' SIDE 5' REAR 5'
REQUIRED PARKING	(C-STORE) 1 SPACE PER 200 SF OF RETAIL AREA (QSR) 1 SPACE PER 75 SF OF DINING AREA

SITE AREA	ROW DEDICATION ±0.07 AC
	LOT A ±0.62 AC
	LOT B ±1.36 AC
	TOTAL ±2.05 AC
LOT A - AUTO SERVICE	2,040 SF
LOT A - PARKING	11 SPACES
LOT B BUILDING (C-STORE)	4,499 SF
LOT B - PARKING	32 SPACES
BUILDING (TOTAL)	6,539 SF
PARKING SPACES	43
LANDSCAPE AREA - LOT A	5,736 SF (21.1%)

LANDSCAPE AREA - LOT B	10,245 SF (17.4%)
0 30' 60' NORTH	
SCALE: 1" = 60'	

SITE PLAN PREPARED WITHOUT BENEFIT OF TITLE OPINION, DEED RESTRICTION, OR SURVEY. SITE SUBJECT TO CHANGE PENDING ALL STATE AND CITY ORDINANCES OR DEED RESTRICTIONS. BUILDING AND SITE SIGN LOCATION, SQUARE FOOTAGE, AND TYPE SUBJECT TO CHANGE PENDING ALL STATE AND CITY ORDINANCES OR DEED RESTRICTIONS.

ALL DIMENSIONS SHOWN ARE TO FACE OF CURB AND/OR FACE OF STRUCTURE.

HIGHLAND, CALIFORNIA
BASE LINE STREET

Attachment 3:
Study Session Narrative

CA-210 & Base Line

Highland, CA



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April 23rd, 2026

City of Highland, California
Community Development Department
27215 Base Line
Highland, CA 92346

RE: Planning & Zoning Commission – Study Session Submittal | NWC 210 & Base Line

To Whom It May Concern:

As a follow-up to the Pre-Application meeting that was held on 3/5/2026, Evergreen Devco, Inc (the “Developer”) respectfully submits this project for consideration at a study session at the Planning and Zoning Commission of the City of Highland.

The proposed development has been in the planning stages for over eight years and addresses current market demand, certain site constraints, and the impact of other competing projects located along Greenspot Rd.

The enclosed project materials, including the site plan, have been revised to address City feedback and ensure consistency and compliance with applicable provisions of the City of Highland Municipal Code as well as the previously approved Conditional Use Permit at this site. Our proposed project has also been designed with a focus on meeting all applicable code requirements and supporting the required findings for consideration and support of a Conditional Use Permit (CUP) Amendment for us to bring three high quality neighborhood convenience uses to this intersection.

Project Overview

The project site consists of approximately 2.05 acres located at the northwest corner of CA-210 and Base Line Street. The proposed development includes two stand-alone commercial buildings with access provided via one full movement driveway on each street frontage. The Developer is requesting approval of an Amendment to an existing Conditional Use Permit (CUP21-0001), which previously entitled two drive-through uses and associated improvements.

The proposed CUP Amendment updates the previously approved uses with:

- A Maverik Convenience Store with fueling station
- A Valvoline Instant Oil Change Facility
- An Electric Vehicle (EV) charging component consisting of eight parking spaces intended to be licensed or leased to a national EV charging operator

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Evergreen

Maverik is unlike any other gas station that you've experienced. Rather than a traditional fuel station with limited retail offerings, Maverik is designed as a high-quality convenience destination that combines an elevated, fresh food experience with higher-quality, lower-cost fuel, and a strong emphasis on customer service, cleanliness, and overall environment.

A key component of Maverik's 4,500 SF convenience store is its award-winning BonFire Grill and food program, which offers fresh, made-daily meals prepared on-site. BonFire Grill features a full kitchen and bakery at each location, serving a wide variety of items including pizzas, burritos, wraps, sandwiches, salads, and breakfast options. Maverik's food offering represents quick and affordable meal options for workers, commuters, and families -- which is a welcomed alternative to shopping at a full-sized grocery store or ordering meals from a drive-thru window at a quick service restaurant.

Maverik's gas station will include 10 MPDs (e.g., multi-product dispenser fueling pumps) to serve the local community and commuters. Maverik is known for their high-quality, lower-cost gas which in order to provide additional benefits to the local community.

As a result, Maverik functions less like a traditional gas station and more like a modern convenience hub—providing fresh food, quality retail, and fuel service in a well-maintained and thoughtfully designed setting. This elevated model supports compatibility with surrounding commercial uses while contributing positively to the overall character of the corridor.

Given the site's adjacency to the CA-210 freeway, the property functions as a convenient freeway-oriented commercial location, and the proposed uses are consistent with the operational characteristics and traffic patterns associated with such locations.

Consistency with Conditional Use Permit Findings

The Developer respectfully notes that this CUP Amendment should be evaluated based on the objective findings and development standards established in Chapter 16 of the City of Highland Municipal Code. The project has been specifically designed to satisfy, and comply with all applicable development and operational standards, including those for fueling stations, automotive service uses, and electric vehicle charging infrastructure.

Pursuant to Chapter 16 of the Municipal Code, the Planning Commission must make specific findings for approval of a CUP. The project satisfies as follows:

A. Consistency with General Plan and Applicable Overlay Plans

The Project is located within the Town of Center Policy Area, Mixed-Use Zoning District, and Neighborhood Commercial designation.

The proposed uses support General Plan objectives related to:

- Economic and fiscal sustainability
- Provision of commercial services to residents and visitors
- Efficient use of freeway-adjacent commercial land

The site's location along the CA-210 corridor is intended to support regional-serving commercial uses, including those that cater to motorists and travelers.

B. Compatibility with Surrounding Land Uses

- a. The project site is directly adjacent to the CA-210 freeway, and along Base Line Street, a main thoroughfare for the City of Highland, aligning with the proposed development and uses.
- b. The previously approved drive-through uses established the site as appropriate for high vehicle activity uses, with the existing entitlement of two drive-through uses.
- c. The Valvoline Instant Oil Change use is limited to light maintenance services and does not include heavy repair, body work, or outdoor storage.
- d. The Maverik use is a modern, high-quality convenience and fueling facility with enhanced design standards.
- e. The EV charging facilities align with the City's goals related to electrification and reduced emissions

C. Protection of Public Health, Safety, and Welfare

The Project will not be detrimental to public health, safety, or welfare. The development and operators incorporate:

- Compliance with all applicable environmental and safety regulations
- Controlled fuel dispensing systems and spill containment measures
- Regulated handling and disposal of automotive fluids

In addition, the inclusion of EV charging infrastructure:

- Supports reduced vehicle emissions and improved air quality
- Provides modern fueling alternatives consistent with evolving transportation trends



The site design includes:

- Clearly defined circulation patterns, ensuring mobility within the site for all vehicles, including delivery and emergency services
- Adequate queuing and parking capacity per City of Highland Development Standards
- Safe ingress and egress aligning with previously approved locations and partially completed offsite improvements
- Separation of fueling and service areas
- Alignment of curb-cuts and access drives to the Smart & Final shopping center across Buckeye St.

D. Site Suitability

The project site is physically suitable for the proposed uses based on the freeway-adjacent location and previously approved entitlement for drive-through uses, demonstrating adequacy for high volume vehicles.

E. Compliance with Municipal Code

The Project complies with all applicable provisions of the City of Highland Municipal Code. This includes compliance with standards governing vehicle fueling stations, automotive service uses, and parking and site layout, inclusive of EV-designated spaces.

Compliance with Municipal Code

A. Site Design and Circulation

- a. Fueling areas are designed to prevent vehicle stacking into public right-of-way
- b. On-Site circulation provides:
 - i. Multiple ingress and egress points
 - ii. Efficient internal vehicle movement, including delivery vehicles
- c. The layout minimizes conflicts between
 - i. Fueling customers
 - ii. Convenience store patrons
 - iii. Valvoline service vehicles
 - iv. EV charging users



B. Setbacks and Buffering

- a. All structures and site features, including EV charging equipment, comply with required setbacks from property lines and adjacent uses
- b. Landscape buffers are provided along street frontages and adjacent property lines
- c. Building and appropriate setbacks, as designated by City standards, are incorporated where applicable

C. Lighting and Operational Controls

- a. Lighting associated with fueling and EV charging areas is designed to:
 - i. Provide adequate site security
 - ii. Prevent spillovers onto adjacent properties
- b. Operations comply with applicable noise and nuisance standards, providing safe nighttime lighting

D. Architectural and Aesthetic Standards

- a. Maverik
 - i. High-quality building materials consistent with the overall aesthetic
 - ii. A modern convenience store design
 - iii. Integrated canopy architecture consistent with contemporary standards
- b. Valvoline
 - i. High-quality building materials consistent with the overall aesthetic
 - ii. Clean, professional design associated with the national brand
 - iii. Fully enclosed service bays, providing visual and noise screening

E. Environmental and Safety Compliance

- a. Maverik
 - i. Underground storage tanks with leak detection systems, as common with quality operators
 - ii. Spill containment and emergency shutoff systems
- b. Valvoline
 - i. Proper disposal of oils and fluids in accordance with regulatory standards
 - ii. No long-term storage of vehicles, further aligning with the clean and professional business operations.
- c. EV Charging Facilities
 - i. Installed and operated in compliance with applicable electrical and safety codes
 - ii. Designed to integrated safely with the overall site circulation



Operator Overview and Quality of Use

Maverik Convenience Store and Fueling Station

Maverik is unlike any other gas station that you've experienced. Rather than a traditional fuel station with limited retail offerings, Maverik is designed as a high-quality convenience destination that combines fuel service with an elevated, fresh food experience and a strong emphasis on customer service, cleanliness, and overall environment.

A key component of the Maverik model is its award-winning BonFire Grill and food program, which offers fresh, made-daily meals prepared on-site. BonFire features a full kitchen and bakery at each location, serving a wide variety of items including pizzas, burritos, wraps, sandwiches, salads, and breakfast options. The BonFire Grill further expands these offerings with made-to-order items such as tacos and other hot foods, creating a fast-casual dining experience within the store. This program has received national recognition, including being ranked among the top convenience store food offerings in the country.

Maverik stores are intentionally designed to provide a clean, safe, and visually appealing environment. The company has received national recognition for cleanliness, restrooms, lighting, and overall customer experience, reinforcing its commitment to high operational standards.

In addition to its enhanced food and retail offerings, Maverik fosters a strong customer-focused culture, emphasizing friendly service and a welcoming atmosphere. The company continues to invest significantly in new stores and the modernization of existing locations to ensure a consistent, high-quality experience across all markets.

As a result, Maverik functions less like a traditional gas station and more like a modern convenience hub—providing fresh food, quality retail, and fuel service in a well-maintained and thoughtfully designed setting. This elevated model supports compatibility with surrounding commercial uses while contributing positively to the overall character of the corridor.

Valvoline Instant Oil Change

Valvoline Instant Oil Change is a nationally recognized provider of quick, preventative vehicle maintenance services. Unlike traditional auto repair facilities, the proposed use is limited to short-duration services such as oil changes and fluid replacements, with no engine repair, body work, or overnight vehicle storage. All services are conducted within enclosed service bays, ensuring a clean and well-maintained site.

The use generates steady but low-intensity traffic with minimal queuing and no late-night activity, making it compatible with surrounding commercial uses. Additionally, Valvoline adheres to strict environmental protocols for the handling and recycling of automotive fluids, supporting the City's environmental and stormwater quality objectives.

As a long-standing national operator, Valvoline provides a reliable, professionally managed use that contributes to local employment and enhances the overall quality of the commercial corridor.

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EV Charging

The Project proposes to include eight (8) dedicated parking spaces to be licensed or leased to a third-party EV charging operator. This component:

- Expands the range of fueling options available on-site
- Supports the state and regional goals related to electrification and reduced emissions
- Complements the freeway-oriented nature of the site by serving both local and regional travelers

The EV charging area is designed to:

- Function cohesively within the overall site circulation
- Avoid conflicts with fueling and service operations
- Comply with all applicable Municipal Code and building or electrical standards

Conclusion

The proposed CUP Amendment, 210 and Base Line, is consistent with the intent, requirements, and findings of the City of Highland Municipal Code.

This project:

- Aligns with General Plan goals
- Meets all previously approved CUP findings (CUP21-0001)
- Complies with all applicable development standards
- Incorporates both traditional and modern vehicle fueling infrastructure, with Maverik fueling stations and electric vehicle charging stations.
- Reflects a code-compliant and appropriate use of a freeway-adjacent commercial site
- Provides meaningful economic and service benefits to the City and surrounding area.

Based on the foregoing, the Developer respectfully requests the Commission's support of the Conditional Use Permit Amendment and appreciates the opportunity to discuss with the Planning & Zoning Commission in a Study Session.

Sincerely,

Dominic Ghabby

Dominic Ghabby
Development Manager
Evergreen Devco, Inc.

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Evergreen

Attachment 4:
Maverick Brochure



ADVENTURE'S FIRST STOP

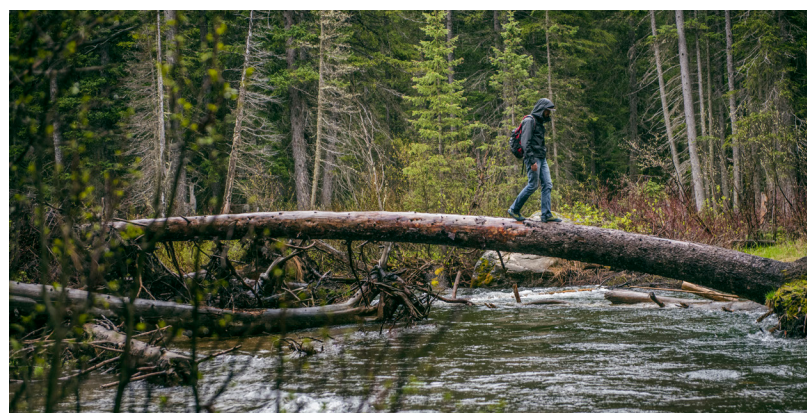


WHAT IS MAVERIK?



Maverik is **Adventure's First Stop** — the place to go to fill your tank and gear-up for an epic time outdoors. Maverik fuels adventures in more than 350 stores across 11 western states, including Arizona, Colorado, Idaho, Nebraska, Nevada, New Mexico, Oregon, South Dakota, Utah, Washington and Wyoming.

Maverik is the coolest convenience experience on the planet, and never stops working to stay that way. Our Adventure Club™ makes it easy to earn freebies and win one-of-a-kind prizes. Our delicious BonFire™ food satisfies your cravings with amazing flavor and endless variety. And the store itself makes you feel like you're in the great outdoors.





Maverik never stops looking for new ways to thrill its customers. We foster an atmosphere of friendly professionalism, where everyone works together and innovates to create legendary service. From our friendly adventure guides, who get to know their regular customers in each store, to our support teams at Base Camp, everyone works toward a shared goal of excellent service.





You'll never mistake Maverik for a typical convenience store, inside or out. **When you step into Maverik, you step into the great outdoors.** Everything is designed to evoke wonder and excitement. Our walls are covered with beautiful landscapes, and our ceilings are sky blue.

Maverik stores are clean, clear and bright. GasBuddy named Maverik **2019's Top Rated Restroom** in three different states, and ranked Maverik top-five nationally in customer service, cleanliness, outdoor lighting, restrooms and overall experience among chains of its size.





Maverik's owner, FJ Management, is investing millions to update, remodel and rebuild outdated Maverik properties so that all stores deliver 100 percent of the Maverik Adventure Experience.



Our high standards of operation, innovative fresh food and exciting brand earned Maverik the 2013 Convenience Store Chain of the Year award from Convenience Store Decisions.

DELICIOUS FOOD, MADE FRESH



WINNER
BEST OF STATE



UTAH 2015

Maverik's exclusive, award-winning **BonFire food** proves you can get delicious, fresh-made meals on the go. Food & Wine placed it in America's top 10 convenience stores in December 2019. Whether you need breakfast in a hurry or are grabbing lunch with friends, our burritos, sandwiches, salads and cookies hit the spot. Every location has a kitchen and a bakery to guarantee everyone ends up with fresh goodies.

DELICIOUS FOOD, MADE FRESH

BON
FIRE
MAVERIK



Maverik's new locations feature the **BonFire Grill**, which serves made-to-order tacos, pizza, salads, sandwiches and breakfast options including huevos rancheros. Award-winning executive chef Kyle Lore developed the menu, and continues to explore new ways to wow our fans' tastebuds.