

**MINUTES  
PLANNING COMMISSION REGULAR MEETING  
February 7, 2017**

**1.0 CALL TO ORDER**

The regular meeting of the Planning Commission of the City of Highland was called to order at 6:11 p.m. by Chairman Hamerly, in the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present:       Chairman               Randall Hamerly  
                  Vice Chairman       John Gamboa  
                  Commissioner       Milton Sparks

Absent:       Commissioner       Marc Shaw  
  Vacancy

Staff Present: Lawrence A. Mainez, Community Development Director  
                  Kim Stater, Assistant Community Development Director  
                  Tom Thornsley, Associate Planner  
                  Brandy Littleton, Administrative Assistant III

The pledge of allegiance was led by Chairman Hamerly.

**2.0 COMMUNITY INPUT**

There were none.

**3.0 CONSENT CALENDAR**

**3.1 Minutes of January 17, 2017, Regular Meeting**

**A MOTION** was made by Vice Chairman Gamboa, seconded by Commissioner Sparks to approve the minutes, as submitted

Motion carried, 3-0, with Commissioner Shaw absent and one vacancy.

**4.0 OLD BUSINESS**

There were none.

**5.0 NEW BUSINESS**

**A MOTION** was made by Chairman Hamerly, seconded by Vice Chairman Gamboa to address Item 5.2 before Item 5.1.

Motion carried, 3-0, with Commissioner Shaw absent and one vacancy.

5.2 "Come Home to Highland" Program Report for the Period of January 1, 2016 to December 31, 2016

Assistant Community Development Director Stater presented the Staff Report.

Between 6:19 and 6:20 the audio ceased to record.

5.1 A Follow-Up to Design Review Application (DRA 16-007) Requested by the Planning Commission to Review and Approve the Design Concept for the Pedestrian Plaza Proposed on the Northeast Corner of Base Line and Church Avenue as a Community Element Associated with the Approved 27,524 sq. ft. Smart & Final Extra Grocery Store

Associate Planner Thornsley presented the Staff Report.

Chairman Hamerly suggested the landing equal the width of stair, if appropriate with Building and Safety.

Chairman Hamerly suggested the tile accents line up to match the spacing on the trellis.

Tyler Reeves, representative, answered questions regarding the project.

Chairman Hamerly closed the Public Hearing.

**A MOTION** was made by Vice Chairman Gamboa, seconded by Commissioner Sparks to accept the Pedestrian Plaza design.

Motion carried, 3-0, with Commissioner Shaw absent and one vacancy.


**6.0 ANNOUNCEMENTS**

Assistant Community Development Director updated the committee on upcoming items to come before the Planning Commission and stated the City Council should be appointing a new Planning Commission.

**7.0 ADJOURN**

There being no further business, Chairman Hamerly declared the meeting adjourned at 6:31 p.m.

Submitted by:

  
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Brandy Littleton, Administrative Assistant III  
Community Development Department

PC Regular

Approved by:

  
\_\_\_\_\_  
Randall Hamerly, Chairman  
Planning Commission

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