

# CITY OF HIGHLAND REGULAR MEETING OF THE PLANNING COMMISSION AGENDA

## REGULAR MEETING

January 16, 2024  
6:00 p.m.  
City Hall  
Donahue Council Chambers  
27215 Base Line  
Highland, California

## MEMBERS

Randall Hamerly, Chair  
Chandra Thomas, Vice Chair  
Craig Graves, Commissioner  
Jarrod Miller, Commissioner  
David Saran, Commissioner

## 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  
Matt Bennett, 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.

Visit 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 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 January 16, 2024 to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). If you are submitting a public comment pertaining to an item on the January 16, 2024 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](mailto:publiccomment@cityofhighland.org).

Members of the public will be permitted to make public comments in person.

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**PLANNING COMMISSION  
REGULAR MEETING AGENDA  
January 16, 2024 - 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 January 16, 2024, 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 January 2, 2024 Regular Meeting.

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

## PUBLIC HEARING

2. Conditional Use Permit CUP-23-009 for the development of a 243,323 square foot speculative industrial warehouse building, Variance VAR-23-002 to allow the building to exceed the maximum building height permitted in the Business Park Zone by 17.6', Design Review DRA-23-010 for the project's Site Plan, Building Elevations, Conceptual Grading Plan, Conceptual Landscape Plan, Mitigated Negative Declaration, and Vesting Tentative Parcel Map TPM 23-003 for the consolidation of twenty-four (24) parcels into one (1) parcel. Continued from the 12-19-23 Planning Commission Meeting. (11.33-acre site located between 3<sup>rd</sup> Street and 5<sup>th</sup> Street approximately midway between Central Avenue and Palm Avenue; Assessor's Parcel Number 1192-631-09, -10, -11, -12, -13, -14, -22, -23, -24, -25, -26, -27, and -28; and 1192-641-08, -09, -10, -11, 15, -16, -17, -18, -19, -20, and -21). Applicant: CHIPT Highland 210 L.P.

**RECOMMENDATION:** Staff recommends the Planning Commission table the Project to allow the Applicant necessary time to further coordinate with Engineering Staff on Conditions of Approval.

3. Code of Ethics – Annual Review

**RECOMMENDATION:** That the Planning Commission receive and file the current Code of Ethics.

## 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 11th of January 2024 by 5:30 p.m. 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

City Hall  
27215 Base Line

Date: January 11, 2024



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Camille Duarte, Administrative Assistant III