

# CITY OF HIGHLAND REGULAR MEETING OF THE PLANNING COMMISSION AGENDA

## MEMBERS

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

## REGULAR MEETING

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

## 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 February 6, 2024 to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). If you are submitting a public comment pertaining to an item on the February 6, 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  
February 6, 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 February 6, 2024, 5:00 p.m., will be read into the record, provided that the reading shall not exceed three (3) minutes.

1. Election of Chair and Vice Chair

**RECOMMENDATION:** Staff recommends the Planning Commission conduct an Election for Chair and Vice Chair.

## CONSENT CALENDAR

2. Minutes from the January 16, 2024 Regular Meeting.

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

## PUBLIC HEARINGS

3. Design Review Application (DRA 23-015) for the Site Plan, Landscape Plan, Building Elevations and Conceptual Grading Plan related to the construction of a 2,350 square feet quick service restaurant with double lane drive through and 580 square feet of patio dining. (27864 Greenspot Road. North of Greenspot Road. East of State Route SR-210. Assessor's Parcel Number: 1201-331-09, Applicant: OHB 2021, LLC DBA Ono Hawaiian BBQ)

**RECOMMENDATION:** Staff recommends the Planning Commission:

1. Adopt Resolution No. 2024-\_\_\_\_\_ approving Design Review Application (DRA 23-015) for the Site Plan, Landscape Plan, Building Elevations and Conceptual Grading Plan, related to the construction of a 2,350 square feet quick service restaurant subject to the Conditions of Approval and the Findings of Fact;
4. 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 generally located at 9th St. & Sterling Ave., San Bernardino, CA 92410, Tax Assessor's Parcel Number 1192-071-05.

**RECOMMENDATION:** Staff recommends the Appeals Board conduct the required Public Hearing and adopt Appeals Board Resolution No 2024 - \_\_\_\_\_, declaring the existence of a public nuisance on the Property generally located at 9<sup>th</sup> St. & Sterling Ave., San Bernardino, CA 92410 and order the abatement thereof.

## 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 1st of February 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: February 1, 2024



Camille Duarte, Administrative Assistant III