

# CITY OF HIGHLAND REGULAR MEETING OF THE PLANNING COMMISSION AGENDA

## MEMBERS

Randall Hamerly, Chair  
Chandra Thomas, Vice Chair  
Edward Amaya, Commissioner  
Jarrod Miller, Commissioner  
Jessica Sutorus, Commissioner

## REGULAR MEETING

March 21, 2023  
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  
Ash Syed, Associate Planner  
Angela Tafolla, Assistant Planner  
Angelica Martinez, Planning Technician II  
Camille Goritz, Administrative Assistant III

## 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 March 21, 2023 to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). If you are submitting a public comment pertaining to an item on the March 21, 2023 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  
March 21, 2023 - 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 March 21, 2023, 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 March 7, 2023 Regular Meeting.

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

## PUBLIC HEARINGS

2. Conditional Use Permit application requesting an upgrade of an existing Alcoholic Beverage Control License Type 20 (Off-sale Beer and Wine) to an Alcoholic Beverage Control License Type 21 (Off-Sale Beer, Wine and Distilled Spirits) at an existing Valero vehicle fueling station convenience store Have A Snack(27767 Base Line, Aysar Helo)

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

1. Adopt Resolution No. 2023 - \_\_\_\_ approve Conditional Use Permit 23-002 to upgrade an existing Alcoholic Beverage Control License Type 20 (Off-Sale Beer and Wine) to an Alcoholic Beverage Control License Type 21 (Off-Sale Beer, Wine and Distilled Spirits).
3. Conditional Use Permit (CUP 22-008) for the development of a vehicle fueling station, convenience store, and carwash requiring a General Plan Amendment (GPA 22-001) and Zone Change (ZC 22-001) to change the land use and zoning designation from to Industrial (I) to Business Park (BP). Related entitlements include Tentative Parcel Map No. 19209 (TPM 22-006) to merge seven (7) existing lots into one (1), Design Review Application (DRA 21-019) for a site plan, building elevations, conceptual landscape plan, grading plan, and Mitigated Negative Declaration (ENV 23-002).(NE corner of Palm Ave and 5<sup>th</sup> St, Harikrishna Gas Inc)

**RECOMMENDATION:** Staff recommends the Planning Commission recommend the City Council:

1. Adopt Resolution No. 2023-\_\_\_\_ certifying the Mitigated Negative Declaration (ENV 23-002), and direct Staff to file a Notice of Determination with the County Clerk of the Board;
2. Adopt Resolution No. 2023-\_\_\_\_ approving General Plan Amendment (GPA 22-001) to change the land use of the site from Industrial (I) to Business Park (BP), subject to the Findings of Fact;
3. Introduce Ordinance No. \_\_\_\_ approving Zone Change (ZC 22-001) to change the zoning designation of the site from Industrial (I) to Business Park (BP), subject to the Findings of Fact;
4. Adopt Resolution No. 2023-\_\_\_\_ approving Conditional Use Permit (CUP 22-008) for the development of a vehicle fueling station, convenience store, and carwash, subject to the Conditions of Approval and the Findings of Fact;
5. Adopt Resolution No. 2023-\_\_\_\_ approving Design Review Application (DRA 21-019) for the project's Site Plan, Building Elevations, Grading Plan and Conceptual Landscape Plan,

subject to the Conditions of Approval and the Findings of Fact;  
and

6. Adopt Resolution No. 2023-\_\_\_\_ approving Tentative Parcel Map No. 19209 (TPM 22-006) to merge seven (7) existing lots into one (1), subject to the Conditions of Approval and the Findings of Fact.
  
4. Review of the City's 2022 General Plan Implementation and Housing Element Annual Reports in accordance with Government Code Sections 65400 and 65588.

**RECOMMENDATION:** Staff recommends the Planning Commission receive and file the 2022 General Plan and Housing Element Annual Reports.

## ANNOUNCEMENTS

### ADJOURN

I, Camille Goritz, Administrative Assistant III of the City of Highland, California, certify that I caused to be posted this agenda on or before the 16th of March 2023 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: March 16, 2023



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Camille Goritz Administrative Assistant III