

# CITY OF HIGHLAND REGULAR MEETING OF THE PLANNING COMMISSION AGENDA

## REGULAR MEETING

July 18, 2023

6:00 p.m.

City Hall

Donahue Council Chambers

27215 Base Line

Highland, California

## MEMBERS

Randall Hamerly, Chair

Chandra Thomas, Vice Chair

Edward Amaya, Commissioner

Jarrold Miller, Commissioner

Jessica Sutorus, Commissioner

## STAFF

Lawrence A. Mainez, Community Development Director

Kim Stater, Assistant Community Development Director

Ash Syed, Associate Planner

Angela Tafolla, Assistant Planner

Travis Trejo, Assistant Planner

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 July 18, 2023 to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). If you are submitting a public comment pertaining to an item on the July 18, 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  
July 18, 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 July 18, 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 June 20, 2023 Regular Meeting.

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

2. Minutes from the July 5, 2023 Regular Meeting.

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

## PUBLIC HEARINGS

3. Design Review Application (DRA 23-008) for the Site Plan, Landscape Plan, and Building Elevations related to the construction of a 3,596 square-foot drive-thru carwash with 16 vacuum stations and Lot Line Adjustment (LLA 23-002) to relocate the southern property boundary. (southwest corner of Boulder Avenue and Greenspot Road, APN: 1201-361-29 & 1201-361-30, Boulder Holdings, LLC)

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

1. Adopt Resolution No. 2023-\_\_\_\_ approving Design Review Application (DRA 23-008) for the Site Plan, Grading Plan, Landscape Plan, and Building Elevations related to the construction of a 3,596 square-foot drive-thru carwash with 16 vacuum stations, subject to the Conditions of Approval and the Findings of Fact;
  2. Adopt Resolution No. 2023-\_\_\_\_ approving Lot Line Adjustment (LLA 23-002) to relocate the southern property boundary, subject to the Conditions of Approval, and the Findings of Fact; and
  3. Direct staff to file a Notice of Exemption with the County Clerk of the Board of Supervisors.
4. Design Review Application (DRA 21-009) for a 4-story, 40-unit apartment development including Site Plan, Building Elevations, Rough Grading Plan, and Conceptual Landscape Plan. (Northside of Base Line, .75 west of Victoria Ave, APN: 1191-181-01&1191-191-06, Applicant: Francisco Javier Hernandez)

**RECOMMENDATION:** Staff recommends the Planning Commission adopt Resolution No. 2023 – \_\_\_\_ to Approve Design Review Application (DRA 21-009), subject to the Conditions of Approval and Findings of Fact and direct staff to file a Notice of Exemption with the County Clerk of the Board.

## 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 13th of July 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: July 13, 2023

  
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Camille Goritz Administrative Assistant III