

# 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

September 6, 2022  
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 September 6, 2022 to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org). If you are submitting a public comment pertaining to an item on the September 6, 2022 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  
September 6, 2022 - 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 September 6, 2022, 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 August 16, 2022 Regular Meeting.

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

## PUBLIC HEARINGS

2. Municipal Code Amendment (MCA-21-001): An Ordinance of the City of Highland amending Chapter 16.06 (Definitions), Chapter 16.20 (Commercial Districts), Chapter 16.24 (Employment Districts), Chapter 16.44 (Specific Use Development Standards), and Chapter 16.52 (Parking Regulations) to eliminate ambiguities and inconsistencies in the code as well as reflections of new legislation related to service stations.

RECOMMENDATION: Staff recommends the Planning Commission approve Resolution No. \_\_\_\_\_ recommending the City Council approve Municipal Code Amendment 21-001:

1. Adopt a Notice of Exemption and instruct staff to file a Notice of Exemption with the County Clerk of the Board, and;
  2. Introduce an Ordinance to amend Chapter 16.06 Definitions, Chapter 16.44 Specific Development Standards and Tables 16.16.030.A Uses Permitted within Commercial Districts; and 16.24.030.A Uses Permitted within the Employment District of the Highland Municipal Code to prevent the over concentration of service stations and proactively address the state's efforts related to the zero emission vehicles.
3. Conditional Use Permit (CUP 22-004) to permit the development of a 187,870 square foot warehouse and associated improvements, Design Review Application (DRA 22-006) for the Site Plan, Building Elevations, Grading Plan and Conceptual Landscape Plan, Tentative Parcel Map No. 20584 (TPM 22-005) to combine four (4) parcels into one (1), and Variance (VAR 22-002) allowing the warehouse building to exceed the maximum building height permitted in the Business Park Zone by five (5) feet. (APN No: 1192-491-01, 02, 49 & 50.

RECOMMENDATION: Staff recommends the Planning Commission:

1. Adopt Resolution No. 2022 - \_\_\_\_\_ approving Conditional Use Permit CUP-22-002 for the development of a 187,870 square foot warehouse and associated improvements, subject to the Conditions of Approval, and the Findings of Fact;
2. Adopt Resolution No. 2022-\_\_\_\_ approving Design Review Application (DRA 22-006) 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;
3. Adopt Resolution No. 2022-\_\_\_\_ approving Tentative Parcel Map (TPM 22-005) to combine six (6) parcels into one (1), subject to the Conditions of Approval, and the Findings of Fact;

4. Adopt Resolution No. 2022 - \_\_\_\_ approving Variance (VAR 22-002) to allow the warehouse building to exceed the maximum building height permitted in the Business Park Zone by 5 feet; and
5. Adopt Resolution No. 2022-\_\_\_\_ certifying the associated Mitigated Negative Declaration (ENV 22-004), and direct staff to file a Notice of Determination 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 1st of September 2022 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: September 1, 2022



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Camille Goritz Administrative Assistant III