

**MINUTES**  
**PLANNING COMMISSION REGULAR MEETING**  
**April 5, 2022 – 6:00 P.M.**

**CALL TO ORDER**

The regular meeting of the Planning Commission of the City of Highland was called to order at 6:00 p.m. by Chair Hamerly at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present:	Chair	Randall Hamerly
	Vice Chair	Chandra Thomas
	Commissioner	Edward Amaya
	Commissioner	Jarrold Miller

Absent:	Commissioner	Jessica Sutorus
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Staff Present:	Lawrence Mainez, Community Development Director
	Kim Stater, Assistant Community Development Director
	Matt Bennett, Assistant Public Works Director
	Matt Wirz, Building Official
	Scott Rice, City Landscape Architect
	Camille Goritz, Administrative Assistant III

The Pledge of Allegiance was led by Chair Hamerly.

**COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)**

None

**CONSENT CALENDAR**

1. Minutes from the March 15, 2022 Regular Meeting.

**A MOTION** was made by Commissioner Miller, seconded by Vice Chair Thomas, to bring the revised minutes to the April 19, 2022, meeting. Motion carried, 4-0-1, with Commissioner Sutorus being absent.

**PUBLIC HEARING**

2. Design Review Application No. DRA 22-003; Review of the Site Plan, Building Elevations, Rough Grading Plan, and Conceptual Landscape Plan for a Contractor's Business Office and Shop. (APN No: 1192-621-10)

Assistant Community Development Director Stater presented the staff report.

Commissioner Amaya asked is there an ordinance regarding the number of square feet a house can be to a warehouse?

Assistant Community Development Director Stater stated the Highland Municipal Code (HMC) really says to be sensitive to existing residential uses, and there's different

provisions for residentially zoned property being next to an industrial site, which is not the case here, but it requires the city to be sensitive to any receptors such as noise, traffic, and lighting. It is not a noisy operation; they are not doing a lot of work on site.

Vice Chair Thomas asked will there be something before us for signage?

Assistant Community Development Director Stater stated it depends on the way that HMC was amended not too long ago, a lot of signage staff can manage.

Commissioner Miller asked from the city's perspective, is this a redevelopment project or is this a new development?

Assistant Community Development Director Stater stated the site is currently vacant. It is not in use.

Commissioner Miller asked are there existing structures or anything or impervious surfaces on the site?

Assistant Community Development Director Stater stated there are no structures currently on the site.

Public Works Director Bennett stated whether it's 5,000 square feet or greater for water quality purposes as a redevelopment or priority project, it was determined not to be a priority project based on the development. There are some low impact development ideas that are being employed. There are some areas where they've got it applied near the building may or may not be as effective, but the parking areas are going to give it a try there.

Commissioner Miller stated ok, great. If it's a redevelopment project, it's a 5,000 square foot threshold. If it's new development, it's 10,000 square feet, and if you're defining this as new development, you're staying within your threshold, which is good. You are excluding some of this public right of way and pervious surfaces though in that calculation.

There was mention of washing will be in a designated area and have an interceptor to the sewer, but I didn't see that interceptor or that line called out anywhere is that being planned?

Public Works Director Bennett stated I'm not seeing on the preliminary grading, I'm not sure where that detail is.

Assistant Community Development Director Stater stated I believe that is an if, if you're going to have washing on the site then you shall provide the interceptor, but I don't think it's been determined that they're going to have any washing on site.

Chair Hamerly stated one of the Conditions of Approval, there's a mention of non-paved, non-built areas would be landscaped. Is the class two base in the rear being considered paving since it's not technically hardscape. Condition 17d states 100% of all landscaped areas, or exposed soil shall be covered with either shrubs or ground cover as approved by the City Landscape Architect.

Assistant Community Development Director Stater stated that's really referring to is in the in the planters themselves, and that's a standard catchall condition that you see in all the projects.

Chair Hamerly stated ok, I was going in a different direction. Is there anything that was going to be done, like put in a mesh under that, or something that would control weeds?

Applicant, Mike Roquet stated we put a sterilant down. Just like we would under paving and then we just put class two base down and that's the surface that we're going to use for parking equipment and storing.

Chair Hamerly stated regarding condition 23, the last sentence vines should be planted at a manner as to provide full coverage. There's a time frame added that because it takes the plants time to grow to get full coverage. The other issue is the vines shall be planted and maintained because it's almost always that those vines have trouble on a couple locations based on exposure or damage.

Assistant Community Development Director Stater stated do you want to say within six months?

Chair Hamerly stated I'm deferring to staff wisdom on that.

City Landscape Architect Scott Rice stated I would say that two years is a fair window for full coverage of vines. Six months would be impressive.

Chair Hamerly stated commercial properties that have storage yards, there's a catchall condition about it needs to be screened, or there's a restriction on what can be stored. They're not saying that they're going to have material in their yard, but typically in commercial applications where there is a storage component there's screening or a limitation on what can be stored there.

Assistant Community Development Director Stater stated ok, I will work on a new condition.

Chair Hamerly opened the public hearing. Regarding the site plan, the trapezoidal shape in the rear, is there going to be restriction on whether this site is going to be allowed to drain into City Creek?

Assistant Community Development Director Stater stated there a berm shown on the plan that runs diagonally across. There's no intention to drain it to City Creek.

Mike Roquet stated the drainage goes to the street away from the flood control. I agree to the Conditions of Approval.

Chair Hamerly stated regarding A2 elevations it looks like based on the colored elevations that we do have two panels worth of vertical siding. There is a note that does say steel stud façade with stucco. The rear north elevation on the back of the parapet wall it's calling out as a stucco, if they went with the ribbed metal on that, the flashing details might be a little simpler.

Vice Chair Thomas stated regarding the color board, the choice of the split face block, pictures and renderings of the color that was chosen. It's hard to see the color renderings, but it just seems like some variation in the color would be helpful. It looks like the same color scheme when I'm looking at it. I prefer the other color pallets that were there. The manor split face is so grey compared to all the other great functions, and I don't know if that was like intentional with the design. It's just the large stucco area that's all grey, it's a little too grey for me.

Representative, Brad Robertson stated regarding the columns we were planning on stucco with a cap, I believe we would go with a precast. As far as signage it isn't going to be that big because the public isn't going to be coming to this site. We thought that grey manor was variegated enough to the point where it would have a tri color look to the building.

Chair Hamerly asked is that the block that has the small black flecks in it?

Brad Robertson stated the manor has some small black specks, it's almost a granite.

Vice Chair Thomas stated I prefer color differentiation just because a little pop of something other than the same grey.

Brad Robertson asked so you would like to see number 8 match the roof cap.

Chair Hamerly stated that is what Vice Chair Thomas was suggesting. I was fine with the cap matching the color of the vertical siding, because then when it goes over the stucco it is going to be a contrasting color at that point because the stucco is much lighter than the siding.

Community Development Director Mainez stated it seems that Vice Chair Thomas was concerned about the lack of variety so I don't know if they could choose various bricks to break that up.

Vice Chair Thomas stated shown on the rendering, it looks the same color. I just don't like all grey because we have the same color on the siding and grey stucco.

Brad Robertson stated it is different textures.

Chair Hamerly stated the split face is a nice character and I think it has a nice industrial look to it.

Vice Chair Thomas stated for the exhibits that have the color with the landscaping, will these actual species be there? At least you have kind of some of the vibrant color of the plants since it is so grey.

City Landscape Architect Scott Rice stated I do not think there is a direct correlation. I think it's just stock landscape that was shown in there.

Brad Robertson stated the trees that are shown on the landscape plan, they'll be placed in these same locations, so they'll be green. I don't know the species in the rendering but, there will be the color palette of the landscape that goes up against the grey building.

City Landscape Architect Scott Rice explained to the Planning Commissioners what species of plants will be on site.

Vice Chair Thomas stated I realize that the block was limited on the color variation, and we're not going to have the contrast in color, but I would just like to state I would think with all the greys, some color in the landscaping is helpful.

Chair Hamerly closed the public hearing.

Assistant Community Development Director Stater stated I would recommend that Condition 24 moved to 26 and then we insert the new 23, 24, and 25. Condition 23 now states clinging vines shall be planted and maintained along the chain link fencing on the westerly and northerly project boundary to screen the site. The vines shall be planted in a manner to provide full coverage within two years.

City Landscape Scott Rice stated since it is a chain link fence, we should call the vines out as twining vines, clinging vines are the kind that grasp onto walls.

Assistant Community Development Director Stater stated ok, I will change that to twining vines instead of clinging vines. Regarding the revised Condition 24 now states all storage areas shall be fully screened, equipment to be stored shall be limited to that being utilized by the subject paving and grading operations.

Assistant Community Development Director Stater stated regarding Condition 25 states the trash enclosure shall be finished with either vertical metal siding or tri colored ORCO block as shown on the approved color and materials exhibit. The old Condition 24 being the new Condition 26.

**A MOTION** was made by Commissioner Amaya, seconded by Vice Chair Thomas to approve DRA 22-003 subject to the Conditions of Approval as revised and Findings of Fact and direct Staff to file a Notice of Exemption with the San Bernardino County Clerk of the Board. Motion carried 4-0-1, with Commissioner Sutorus being absent.

RESOLUTION NO. 2022 – 008

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING DESIGN REVIEW APPLICATION NO. DRA 22-003, TO CONSTRUCT A 4,920 SQUARE-FOOT CONTRACTOR'S OFFICE, SHOP/GARAGE, AND STORAGE YARD ON A .98-ACRE SITE WITHIN THE INDUSTRIAL (I) ZONING DISTRICT LOCATED AT ON THE NORTH SIDE OF MEINES STREET, 1200' WEST OF PALM AVENUE. ASSESSOR'S PARCEL NUMBER: 1192-621-10.

**ANNOUNCEMENTS**

The next Planning Commission meeting is scheduled April 19, 2022.

**ADJOURN**

There being no further business, Chair Hamerly declared the meeting adjourned at 7:07 p.m.

Submitted by:

Approved by:

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Camille Goritz, Administrative Assistant III  
Community Development Department

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Randall Hamerly, Chair  
Planning Commission