

PLANNING COMMISSION REGULAR MEETING MINUTES
June 20, 2023 – 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	Jarrold Miller

Absent:	Commissioner	Edward Amaya
	Commissioner	Jessica Sutorus

Staff Present: Lawrence Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Ash Syed, Associate Planner
Matt Bennett, Public Works Director
Matt Wirz, Building Official
Scott Rice, City Landscape Architect

Chair Hamerly led the Pledge of Allegiance.

COMMUNITY INPUT (ITEMS NOT ON THE AGENDA)

Public Speaker, Daniel Jumanji stated I am a resident in City of San Bernardino, and I am here today is to give you some of my notes on the Airport Gateway Specific Plan. I was a little bit disheartened to hear about a month ago when the City of Highland, the City Council said no, we do not want to go forward with being on the hook to oversee relocation services for some of the residents that are within the development zone in the project area. I feel that the city should oversee this process to make sure that it is fair and equitable. Residents in the development zone have been receiving eviction notices, which is a little bit problematic. One lady said she had a 60-day notice, and her 12-year-old son is helping to look for housing. On a separate note, I noticed that PAMA Management, as you will see a lot of investigative journalism, have a bit of a questionable reputation in terms of how they treat their tenants. I would like to see if the Planning Commission would be able to make a recommendation to the City Council based on these revelations.

CONSENT CALENDAR

1. Minutes from the May 16, 2023 Regular Meeting.

A MOTION was made by Vice Chair Thomas, seconded by Commissioner Miller, to approve as submitted. Motion carried, 3-0, with Commissioners Amaya and Sutorus being absent.

PUBLIC HEARINGS

2. Conditional Use Permit (CUP) No. 23-008 is a request to upgrade an existing State of California Alcohol Beverage Control (ABC) license, from a Type 20 (Off-Sale Beer and Wine) to a Type 21 (Off-Sale General), for the sale and off-site consumption of all alcoholic spirits for an existing convenience store, Airport Market. (24988 3rd Street, APN: 0279-141-58, Applicant: Gurnam Singh Johal)

A MOTION was made by Chair Hamerly, seconded by Vice Chair Thomas, to accept the Applicant's withdrawal of Conditional Use Permit Application No. CUP 23-008. Motion carried, 3-0, with Commissioners Amaya and Sutorus being absent.

3. Conditional Use Permit (CUP 23-006) for the construction of a 120,000 square foot self-storage facility, onsite parking, and associated landscaping on a 1.6-acre site. Related entitlements include Design Review Application (DRA 23-005) for the site plan, landscape plan, and building elevations, and Lot Line Adjustment (LLA 23-001) to shift the northern property boundary. (South side of Greenspot Road, mid-block between Boulder Avenue and the 210 freeway. APN: 1201-34-171 & 1201-34-172, Applicant: Aysar Helo)

Associate Planner Syed presented the staff report.

Chair Hamerly stated the previous application used the existing common drive; this proposal is to use a common drive that is splitting two of the parcels that front Greenspot Road. Why did they choose that route instead of using the existing feeder that is coming into development along the eastern boundary?

Assistant Public Works Director Matt Bennett stated it was easier coordination between their parcels for the circulation. Offsite coordination with the easterly and westerly properties were encouraged and a part of the original approvals. The end result was not a level of coordination, the determination was to not count access from the east side where Esporta gym is.

Chair Hamerly opened the public hearing.

Applicant Aysar Helo stated thank you for your time, the project we are proposing is needed at this time because the existing storage is 90% full. I am selling the back portion of that property and we are picking up those two front parcels.

Applicant's Representative Larry Thom stated I am with American Recess. I want to give thanks to staff; they have been fantastic to work with. We are just looking forward to getting this project started and getting it built so we can serve the community and thanks the Planning Commission for your time as well.

Chair Hamerly stated on Table I, the Planned Development document, this is the largest parcel of the planned development, and the height is 34 feet and noticed had a maximum building height of 60 feet. Is there any reason for that?

Assistant Community Development Director Stater stated it is a leftover from our general commercial standards.

Applicant's Representative Larry Thom stated we would be ok with reducing that to 45 feet for the recommendation.

Chair Hamerly stated ok, noted. Let us make that modification.

Chair Hamerly stated regarding the parking layout, in the parking study and on the site plan, we have a 9 by 19 for parallel parking which is substandard. We need at least 5 feet of maneuvering space, so that you can move if somebody else's parking is 24 feet by 9. That might mean losing one or two parking spaces of the 11 parallel spots that are allocated there, and most of the people are pulling trailers. 19 feet would not be adequate if they are stacked up right next to each other. 26 feet depending on the size of the vehicle is not enough space to make a U-turn for the average vehicle. Is everybody planning to use the hammerhead?

Applicant's Representative Larry Thom stated that is correct.

Chair Hamerly stated regarding the city code requirements that are referenced in the parking analysis, is that an accurate reading for a warehouse that is used for storage? There would still be a 1 to 200 requirement because that is even more intense than an office application.

Associate Planner Syed stated that is under the Self-storage section in the code, and there is a specific development standard for self-storage facilities, not warehousing.

Chair Hamerly stated on Exhibit E elevations, the narrative said that most of the aesthetic feature was concentrated on the north and west facade due to visibility. Universal Self Storage, with the exception of the office facility, is the only two-story structure on that site. This is 34 feet tall, and the entire east facade is going to be visible from approximately 14 feet up, and we have 20 feet of exposed facade. It is going to be completely visible and there is not any vegetation on the Universal Storage site. The east elevation is block and is going to need a lot of help because that is a billboard right there. I would like to send that one back for another attempt. On the south elevation does a nicer job of breaking up the facade than the north elevation, which is your marquee facade. That is the one that is visible from the street, and there is an effort on the Conditions of Approval to mask to the greatest extent possible to break up the mass of the building with landscaping. I would recommend using some of the treatments that are on the west facade to wrap around to the north so that you have something that is a little more presentable. I would be more comfortable continuing the elevation portion of the DRA for another effort to see what they produce as opposed to approving it and pulling the DRA portion of it out of the motion tonight.

Vice Chair Thomas asked are you willing to make the east side look more like the west side?

Applicant's Representative Larry Thom stated I am not going to commit to replicating it, but I am committing to breaking it up with colors and materials to make it more visually appealing.

Chair Hamerly stated we cannot get to the west facade because it has horizontal offsets that are not available. It is going to have to be more subtle, however I think color will go a long way towards breaking up with the concrete block that is one color.

Vice Chair asked how can we get to a resolution without having it come back to a Planning Commission meeting?

Chair Hamerly stated there is not a verbal directive that I could give that I would feel comfortable saying. I think pulling the facade out as a separate review on the DRA portion of the application is a small ask.

Commissioner Miller stated I agree.

Chair Hamerly stated since we only have a 5-foot planter available, and there is a fairly large triangular area to be eventually landscaping, is that landscaping going to be done in tandem?

Applicant's Representative Larry Thom stated our property line terminates at the north side of the building plus the five feet.

Commissioner Miller asked do we know what direction the roof is going to drain?

Applicant's Representative Larry Thom stated I do not know at this time because we have not developed our architectural plans enough to show that, but obviously we would not be draining onto Universal Self Storage property.

Commissioner Miller stated looking at the Conditions of Approval, they state that all of the site's imperviousness will need to drain to the water quality features and it looks like there is a proposed ditch outlet on the northeast corner. We should drain the roof to the west so that we can get that into the WQMP facility and not allow that to bypass the ditch.

Assistant Public Works Director Matt Bennett stated the ditch that you are referring to just east of the project is the drainage for Universal Self Storage. It will have to be covered under the access road, which is post treatment from the Universal Self Storage, that discharge goes out to the street, runs into the gutter, and then picked up at the catch basin just east of In N Out. The site had access to a drainage system at the southwest corner and in iterations determined they were going to drain to the northwest corner and outlet from that point out to Greenspot Road.

Commissioner Miller stated we continue to allow development to occur in this drainage area and we do not have 100-year conveyance system that drains this area safely to the receiving waters.

Assistant Public Works Director Bennett stated we have a 100-year drainage system designed. It is monitored and you might see a city truck sitting there monitoring that discharge during rain events.

Chair Hamerly stated sheet A 1.0, the only trash enclosure that I could find on the site is an interior trash enclosure. Is that going to be accessible directly from the outside or is it only from the inside?

Applicant Representative Larry Thom stated in developments like this where space is constrained, it is a common practice to put dumpsters into a storage unit and then it is the

responsibility of the store manager to make sure that they're accessible to the trash collection company. The dumpsters themselves are not for the customers, they are strictly for the facility.

Chair Hamerly stated Planning Condition 6a is permanent vehicle parking, standard A stated each permanent parking space should be no less than 9 wide 19 deep and that is for perpendicular parking. There should be a second standard added to condition A for the parallel condition.

Assistant Community Development Director Stater stated we can add language to stay consistent with the Highland Municipal Code because we have requirements for parallel parking.

Chair Hamerly stated the Conditions of Approval for the design review portion, it is referencing tree sizes, time of installation and giving percentages. I was wondering if the massing standard or a performance standard for desired outcomes would be more appropriate to address the percentages or size at maturity at height in terms of canopy for the degree of screening? Item 16 is targeting a specific performance standard to mask the 34-foot height, but on item 15, it discusses the mix of larger tree sizes at planting.

Associate Planner stated that is one of the conditions that is often provided by our Landscape Architect. Are you asking to eliminate that or modify?

Chair Hamerly stated I was asking to modify that. This is addressing the size of the varieties that are being planted, but the narrative in the staff report was addressing how we can effectively screen with non-deciduous and deciduous trees. If we are looking at mitigating the mass of the building whether having the screening performance standards referenced. For example, we want a certain percentage to be this type of tree that is going to have an ultimate height of 60 to 80 feet and a certain percentage that are going to be more decorative, deciduous that might top out at 40 to 50 feet of maturity.

City Landscape Architect Rice stated that sounds like a good strategy. Is that something that the Planning Commission would want to amend in the condition to include a performance standard?

Chair Hamerly stated that is what I was suggesting, because the narrative in the staff report stated to have additional screening along that common drive between the two contiguous parcels.

Chair Hamerly closed the public hearing.

A MOTION was made by Chair Hamerly, seconded by Commissioner Miller, to continue the Design Review Application (DRA 23-005) to next regular meeting schedule July 5, 2023. Motion carried, 3-0, with Commissioner Amaya and Sutorus being absent.

A MOTION was made by Commissioner Miller, seconded by Vice Chair Thomas, to:

1. Adopt Resolution No. 2023-024 approving Conditional Use

Permit (CUP 23-006) for the construction of a 120,000 self-storage facility, onsite parking, and associated landscaping, subject to the Conditions of Approval, and the Findings of Fact;

2. Adopt Resolution No. 2023-025 approving Lot Line Adjustment (LLA 23-001) to shift the northern 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. Motion carried, 3-0, with Commissioners Amaya and Sutorus being absent.

RESOLUTION NO. 2023-024

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT (CUP 23-006) FOR THE CONSTRUCTION OF A 120,000 SELF-STORAGE FACILITY, ONSITE PARKING, AND ASSOCIATED LANDSCAPING LOCATED ON A 1.6 ACRE SITE ON THE SOUTH SIDE OF GREENSPOT ROAD, MID-BLOCK BETWEEN BOULDER AVENUE AND THE 210 FREEWAY. RELATED ENTITLEMENTS INCLUDE DESIGN REVIEW APPLICATION (DRA 23-005) AND LOT LINE ADJUSTMENT (LLA 23-001).

RESOLUTION NO. 2023-025

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING LOT LINE ADJUSTMENT (LLA 23-001) TO SHIFT THE BOUNDARY LINE BETWEEN TWO (2) PARCELS IN ASSOCIATION WITH CONDITIONAL USE PERMIT (CUP 23-006) AND DESIGN REVIEW APPLICATION (DRA 23-005), FOR THE CONSTRUCTION OF A 120,000 SELF-STORAGE FACILITY, ON A 1.6 ACRE SITE ON THE SOUTH SIDE OF GREENSPOT ROAD, MID-BLOCK BETWEEN BOULDER AVENUE AND THE 210 FREEWAY.

4. Design Review Application (DRA 22-022) for the Site Plan, Landscape Plan, and Building Elevations related to the construction of a 284,917 square foot warehouse and Tentative Parcel Map No. 20680 (TPM 22-011) to merge fourteen (14) existing parcels into one (1). (Northwest corner of Palm Avenue and Maines Street. APN: 1192-621-02 to 08, 1192-621-20 to 23, 1192-601-05, 09, & 43, Applicant: Lovett Industrial)

Associate Planner Syed presented the staff report.

Applicant's Representative Tyler Benson stated we are excited to invest in the city and we are very proud to be able to build something that we think the city, the staff and ourselves are excited to build. Our entire design team and Lovett Industrial team are here to answer any questions.

Building Official Wirz stated there was discussion of the Conditions of Approval for the project and how that might impact the construction process and phasing of it. Building and Safety's

Condition number 14 was amended to reflect how the construction development works on site and to maneuver equipment and heavy loads over the course of the development. We added fire access roadways must be constructed of material approved by the Fire Department capable of supporting a fire apparatus of 75,000 pounds during the construction activities. Also, flammable materials, such as trusses, shall be staged in an acceptable location within 150 feet of Fire Department access from a hydrant with adequate flow until permanent on-site water is established in accordance with the fire code.

Chair Hamerly opened the public hearing.

Public Speaker Eddie Campos stated I am a representative of the Southwest Mountain States Regional Council of Carpenters. I live, work, and enjoy the vicinity of the project. Southwest Mountain States Regional Council of Carpenters supports this project. The developer has committed to collaborating with contractors that will hire locally and utilized apprentices from a state certified apprenticeship training program. I would like to express my support for this project as I believe that it will benefit the environment and the local economy by practicing protocols that will protect workers, health, and safety and incorporate adequate environmental mitigations.

Chair Hamerly stated one point of concern has to do with the methodology of the parking study report, even if the facilities are the same size, the percentage of use or degree of utilization on the facility surveyed is concerning. The proximity and relative size or the primary means of selecting the facilities that were surveyed. The comps are only valid if they are measuring facilities that have similar usage and similar intensity of use. We do not have a way of knowing what the percentage of use is on the existing facilities. In the area are logistics facilities and the number of employees in those facilities is minimal at this time. The ratios that are expressed, the average parking comes in at a ratio between 1,150 and 1,615 parking spaces per thousand square feet. I would encourage staff to communicate that to future parking study consultants and conduct a wider range of surveys that have more than just two facilities.

Chair Hamerly stated I would like to compliment the design team; it is an attractive facility and was very well articulated.

Vice Chair Thomas stated I appreciate the color orange for the City of Highland.

Chair Hamerly stated the Conditions of Approval that were included by the City's Landscape Architect included trellis elements, and from the description it looks like they would be applied to the walls of the building for mass mitigation. Where would those elements be going on and how would that be implemented?

Applicant's Representative Joseph Kim stated regarding the trellis element we are proposing that to be on the southeast and southwest corner. That would be the trellis element to provide some shade.

Applicants Representative John Shardlow stated the green building code requires additional infrastructure at the point of the office. There will be bike racks, EV chargers, and we would not want to take away from the beautiful corner, architecture, and glazing. We would propose

some kind of low-level screening such as trellis. We have a landscape plan that we proposed and went through several revisions, and we are willing to continue to work with staff when that time comes in the plan check process.

Chair Hamerly stated I did not see how a trellis element connected or freestanding incorporates and complements what is going on with the architecture and how it be articulated. On the south side there is a setback, so you cannot do it there.

Applicant's Representative John Shardlow stated we would place it directly in front of the parking stalls at the front of the building. We can say in the Condition of Approval the trellises will be adjacent to the to the corners as opposed to in front the corners.

Chair Hamerly stated I think focusing on the mounding of low walls and plant massing would be a better call if you needed to comply Condition 18.

Applicant's Representative John Shardlow stated we can do that.

Chair Hamerly stated we do not need to modify Condition 18, but the directive is to ignore trellis.

Commissioner Miller stated it looks like the storm drain plan proposed outlet will be to the City Creek channel, is that correct?

Applicant's Representative Jeff Potter stated that is correct.

Commissioner Miller stated my recommendation is if you are retaining water within the storm drain system itself, in addition to the chambers that volume is retaining the storm drain, you also include that in your drawdown of your storm tech systems. That is retained volume that will need to draw down within a certain amount of time.

Applicant's Representative Jeff Potter stated that is correct and it should be in the calculations on the hydrology report as well as the WQMP.

Commissioner Miller stated the storm drain outlet that is going out to City Creek looks like the alignment of that is proposing to enter into City Creek at a 90-degree angle. Do you think there is any potential that we could get that to align better with the concentrated flow within City Creek to potentially reduce any impacts? Maybe bend that to come in at 30 or at least at 45-degree angle.

Applicant's Representative Jeff Potter stated can change the angle.

Chair Hamerly stated on condition of approval #24, it stated the street trees would need to be added along Meines and Palm, is there adequate space within the right of way to incorporate the trees that have been recommended?

City Landscape Architect Rice stated this is a huge building, so the scale of the frontage is a lot bigger than it looks, you can use the parking spaces as reference, but this is a wide enough right of way on both sides to support the street trees.

Chair Hamerly asked what are those species?

City Landscape Architect Rice stated I do not have a copy right now to look it up. When we go to plan check we are going to be looking at the street trees and building elevations. The distance from the back of curb to the building base is about 30 feet and there is quite a bit of room.

Chair Hamerly stated that that is my point, 20 feet of that is the landscape area between the property line and face of building.

City Landscape Architect Rice stated the trees are crape myrtle, and we will work with the applicant.

Chair Hamerly closed the public hearing.

A MOTION was made by Vice Chair Thomas, seconded by Commissioner Miller, to:

1. Adopt Resolution No. 2023-026 approving Design Review Application (DRA 22-022) for the Site Plan, Landscape Plan, and Building Elevations related to the construction of a 284,917 square foot warehouse building and associated improvements, subject to the Conditions of Approval and the Findings of Fact;
2. Adopt Resolution No. 2023-027 approving Tentative Parcel Map No. 20680 (TPM 22-011), to merge fourteen (14) existing parcels into a single lot for the project, subject to the Conditions of Approval and the Findings of Fact; and
3. Adopt Resolution No. 2023-028 certifying the associated Mitigated Negative Declaration (ENV 23-004), and direct Staff to file a Notice of Determination with the County Clerk of the Board. Motion carried, 3-0, with Commissioners Amaya and Sutorus being absent.

RESOLUTION NO. 2023-026

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING DESIGN REVIEW APPLICATION (DRA 22-022) FOR THE SITE PLAN, BUILDING ELEVATIONS, ROUGH GRADING PLAN AND CONCEPTUAL LANDSCAPE PLAN PERTINING TO THE DEVELOPMENT OF A 284,917 SQUARE FOOT WAREHOUSE LOCATED ON A 12.8 ACRE SITE AT THE NORTHWEST CORNER OF PALM AVENUE AND MEINES STREET. RELATED ENTITLEMENTS INCLUDE TENTATIVE PARCEL MAP NO. 20680 (TPM 22-011) AND MITIGATED NEGATIVE DECLARATION (ENV 23-004).

RESOLUTION NO. 2023-027

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING TENTATIVE PARCEL MAP NO.

20680 (TPM 22-011) TO MERGE FOURTEEN (14) EXISTING PARCELS INTO ONE (1) PARCEL IN ASSOCIATION WITH DESIGN REVIEW APPLICATION (DRA 22-022) TO DEVELOP A 284,917 SQUARE FOOT INDUSTRIAL WAREHOUSE, LOCATED ON A 12.8 ACRE SITE AT THE NORTHWEST CORNER OF PALM AVENUE AND MEINES STREET.

RESOLUTION NO. 2023-028

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, ADOPTING A MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM (ENV 23-004) FOR THE DEVELOPMENT OF A 284,917 SQUARE FOOT WAREHOUSE LOCATED ON A 12.8 ACRE SITE AT THE NORTHWEST CORNER OF PALM AVENUE AND MEINES STREET. RELATED ENTITLEMENTS INCLUDE DESIGN REVIEW APPLICATION (DRA 22-022) AND TENTATIVE PARCEL MAP NO. 20680 (TPM 22-011).

ANNOUNCEMENTS

The next regular Planning Commission meeting is scheduled for July 5, 2023.

ADJOURN

There being no further business, Chair Hamerly declared the meeting adjourned at 8:49 p.m.

Submitted by:

Approved by:

Camille Goritz, Administrative Assistant III
Community Development Department

Randall Hamerly, Chair
Planning Commission

