

# 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

November 2, 2021  
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)

**The City of Highland complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call the City Clerk's Office at (909) 864-6861 Ext. 226, at least 48 hours prior to the meeting.**

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: To limit the number of persons in the Council Chambers, the public is encouraged to make public comments by email rather than in person. For those wishing to make public comments by email to be read aloud at the meeting by the Community Development Administrative Assistant. Email comments must be submitted by 5:00 p.m. on November 2, 2021 to [publiccomment@cityofhighland.org](mailto:publiccomment@cityofhighland.org).

For those wishing to make a public comment 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 end of the corresponding item. Please email your comments to [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  
November 2, 2021 - 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 November 2, 2021, 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 October 5, 2021 Regular Meeting.

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

## PUBLIC HEARING

2. Design Review Application (DRA 21-002) proposing the construction of a drive-thru carwash at an existing ARCO Gas Station located at the southwest corner of the Base Line and Seine Avenue intersection. (Continued from September 21, 2021) (27727 Base Line, APN No. 1201-091-45)

**RECOMMENDATION:** Staff recommends the Planning Commission discuss the revised plans, provide direction to the Applicant, and continue the public hearing to a date specific.

3. A One-Year Extension of Time (EOT 21-002) for Conditional Use Permit (CUP 17-003), Design Review Application (DRA 18-005), and Tentative Parcel Map 15814 to accommodate a 33,775 square foot expansion of an existing self-storage facility and subdivision of property from two to four parcels. (28031 and 28099 Greenspot Road, APN No. 1201-341-14 and 15)

**RECOMMENDATION:** Staff recommends the Planning Commission Adopt Resolution No. 2021-\_\_\_\_ approving Extension of Time (EOT 21-002) subject to the Conditions of Approval and Findings of Fact.

4. Design Review Application (DRA 21-013) for the review of a site plan, building elevations, rough grading plan, conceptual landscape plan, and model home complex regarding the construction of 54 single-family homes. (APN No. 1210-371-51-0000)

**RECOMMENDATION:** Staff recommends the Planning Commission adopt Resolution No. 2021 – \_\_\_\_ to:

- 1) Make a finding under CEQA Guidelines Section 15162 that there are no substantial changes or new information of substantial importance that would trigger the preparation of subsequent environmental documents; and
  - 2) Approve Design Review Application (DRA 21-013), subject to the Conditions of Approval and Findings of Fact.
5. A Public Hearing to declare the existence of a Public Nuisance in accordance with Title 8, Chapter 8.32, of the Highland Municipal Code, and authorize the abatement thereof, at the Property generally located at 25362 3<sup>rd</sup> Street, San Bernardino, CA 92410.

**RECOMMENDATION:** Staff recommends the Appeals Board conduct the required Public Hearing and adopt Appeals Board Resolution No 2021\_\_\_\_, declaring the existence of a public nuisance on the property located at 25362 3<sup>rd</sup> Street, San Bernardino, CA 92410 and order the abatement thereof.

**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 28<sup>th</sup> of October 2021 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: October 28, 2021



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Camille Goritz Administrative Assistant III