

**MINUTES  
PLANNING COMMISSION REGULAR MEETING  
July 6, 2021 – 6:00 P.M.**

**CALL TO ORDER**

The regular meeting of the Planning Commission of the City of Highland was called to order at 6:01 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       Jarrod Miller  
                  Commissioner       Jessica Sutorus

Staff Present:   Lawrence Mainez, Community Development Director  
                  Kim Stater, Assistant Community Development Director  
                  Ash Syed, Associate Planner  
                  Matt Bennett, Assistant Public Works Director  
                  Matt Wirz, Building Official  
                  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 June 15, 2021 Regular Meeting.

**A MOTION** was made by Commissioner Sutorus, seconded by Commissioner Amaya, to approve the minutes, as amended. Motion carried, 4-0-1.

**PUBLIC HEARING**

2. Design Review Application (DRA 21-006) for a Site Plan, Landscape Plan, and Elevations related to the approved redevelopment of an existing 5,800 square foot commercial building into a convenience store with the addition of two (2) covered fueling station canopies with eight (8) fuel pumps on a 0.48-acre parcel. **(Continued from June 1, 2021)** (8020 Palm Ave)

Associate Planner Syed presented the staff report.

Chair Hamerly opened the public hearing.

Commissioner Amaya stated the southernmost fuel canopy has landscaping along there. Is there enough space for the vehicles to clear that corner?

Associate Planner Syed stated there is enough clearance. The site is already short on landscaping and at the last meeting the decision was to go with the decorative block wall

around the street corner. Now, eliminating that little square of landscaping at the southwest corner would further put us into that landscaping deficit. There is enough space for those vehicles to clear that corner.

Chair Hamerly stated since they do not have the required 10-foot minimum of landscaping between the improvements and the parkway, was any thought along the northern extremity to establishing a 10-foot buffer right there?

Associate Planner Syed stated the landscape planter around that corner is 6 feet on the outside of the property line and 5 feet on the inside, so in theory they have accomplished that 10-foot requirement.

Chair Hamerly stated ok, specifically regarding the circulation, I think it works much better than the previous iteration of the site plan. My concern is between the southernmost planter curb and the edge of the fuel pump. If you do not have 16 feet there, there will not be sufficient clearance to pass a vehicle that is fueling. I do not recommend getting rid of the landscaping because the landscaping is not going to make that turn any less severe. My concern is still that southernmost pump is a bit tight both on the western edge between the edge of the stall and the rear of those parking spaces.

Commissioner Miller stated we have voiced some concerns about source controls related to the fuel canopy area specifically the fuel pump areas. Was there any effort made to look at altering the drainage under those canopies and draining them to a dead sump?

Bernie Mayer stated yes.

Commissioner Miller stated we do have a lot of invasive species that are growing currently in our city. Have we considered developing a list of invasive species that we would like to avoid on landscape plans?

Community Development Director Mainez stated we will work on that I think that is a good idea.

Assistant Community Development Director Stater stated we used to have a comprehensive list but will consider amending and bringing back.

Vice Chair Thomas stated it would be helpful to spruce the existing landscape a bit or be replaced altogether. I would like to see the plans to keep existing vegetation to the maximum extent practicable.

Bernie Mayer replied it is all going to have to be completely replaced.

Chair Hamerly stated the feature at the corner includes signage. I wanted to recommend that lower profile materials be used in front of that signage. Right now, it looks like on the street side all we have are gazanias, is that correct?

Bernie Mayer stated that is what we have shown our plan, but we are open to other recommendations.

Chair Hamerly stated I think the idea of a feature wall there is nice, but it would be nice to have a bit of landscaping to kind of break that up, so it is not just a long stonewall there. The Conditions of Approval landscape comment was to use a variety of three in groupings, and it looks like we have got predominantly two. We may need to introduce a third element in there and that is on the parking lot side of the wall. I also saw there was a wrought iron segment across the fence across the top of the wall, and I did not see the rationale for that because the wall is obviously not a barrier. I encourage staff to maybe reconsider that because that is going to just be another item for maintenance.

Bernie Mayer stated yes, we are good with that idea.

Community Development Director Mainez stated that came from staff.

Vice Chair Thomas stated I would like to offer a different opinion. I really liked the wrought iron; however, I did not think of Chair Hamerly's maintenance comment. The plans regarding powder coating on the wrought iron, I am not sure how that will last but I know powder coating materials usually do last a long time.

Chair Hamerly asked when the signage comes back, I am assuming that that would also affect a redesign of the canopies?

Bernie Mayer stated yes, the canopy would have to match the style of the vendor as far as what their branding is.

Bernie Mayer stated thank you for your working with us over this over the past several months to get this project together. We appreciate your input and your cooperation in getting this completed.

Chair Hamerly closed the public hearing.

**A MOTION** was made by Vice Chair Thomas, seconded by Commissioner Amaya; to:

1. Adopt Resolution No. 2021– 011, approving Design Review Application (DRA 21-006) for a convenience store and gas station, subject to the Conditions of Approval and Findings of Fact; and
2. Direct staff to file a Notice of Exemption with the County Clerk of the Board of Supervisors. Motion carried, 5-0.

**RESOLUTION NO. 2021 – 011**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND,  
CALIFORNIA, APPROVING A DESIGN REVIEW APPLICATION (DRA 21-006) FOR A  
CONVENIENCE STORE AND GAS STATION LOCATED AT 8020 PALM AVENUE.  
ASSESSOR'S PARCEL NUMBER: 1192-641-01.**

**ANNOUNCEMENTS**

The next Planning Commission meeting is scheduled July 20, 2021.

The Planning Commissioners shared their learning experience while attending the League of California Cities Virtual Conference scheduled March 2021.

**ADJOURN**

There being no further business, Chair Hamerly declared the meeting adjourned at 6:45 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