

**MINUTES  
PLANNING COMMISSION REGULAR MEETING  
August 4, 2020**

This meeting was conducted as a video conference meeting in a remote location. All votes during the meeting were conducted by roll call.

**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 through video conference.

Present:	Chair	Randall Hamerly
	Vice Chair	John Gamboa
	Commissioner	Michael Hall
	Commissioner	Rich Haller
	Commissioner	Tamara Zaman

Staff Present: Lawrence Mainez, Community Development Director  
Kim Stater, Assistant Community Development Director  
Salvador Quintanilla, Associate Planner  
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 July 21, 2020 Regular Meeting.

**A MOTION** was made by Haller, seconded by Vice Chair Gamboa, to approve the minutes, as submitted. Motion carried on a roll call vote, 5-0.

**PUBLIC HEARING**

1. A request for a one-year Extension of Time (EOT) No. 20-001 for Tentative Tract Map No. 19915 (TTM No. 14-004) and Conditional Use Permit (CUP) No. 15-001 facilitating Highland Park Planned Development (SPR No. 15-001) for a residential community consisting of 46 single-family residential lots, one neighborhood park/water quality basin, roadways, and two (2) lettered landscaped lots. (29300 Baseline, APN No. 0288-562-03)

Chair Hamerly opened the public hearing.

Associate Planner Quintanilla presented the staff report.

Vice Chair Gamboa stated when the Planning Commission did not approve the time extension last year, it had to go to the City Council, correct?

Associate Planner Quintanilla replied that is correct.

Commissioner Haller asked the status of weed abatement and if it was completed or not.

Associate Planner Quintanilla replied it was completed.

Chair Hamerly asked for clarification regarding the letters that were filed as a result of the public notice. The letters were not on the staff report, typically all public comments especially ones that come through letters are included in the staff packet.

Associate Planner Quintanilla replied the letters were not included in the packet because the staff report was already completed at that time.

Chair Hamerly stated one of the items that has come up was received through public comment last time due to the state of the property. There were also fire concerns with a lot of debris and I know the applicant started cleaning the debris up. The extension expired in June, is that correct and does that effect the entitlements?

Associate Planner Quintanilla stated yes it expired in June.

Assistant Community Development Director Stater stated it does not effect the entitlements. Our code requires to file at least 60 days in advance of the expiration, which they did. Staff was aware of the ongoing maintenance of this property is a concern of the community and the Planning Commission. Staff worked with the applicant to make sure the property was cleaned up in advance of the public hearing so it wouldn't be a concern during public hearing, which was the delay to getting them to the hearing. We wanted to make sure it was clean and in the appropriate condition for you to approve the extension.

Administrative Assistant Goritz read the public comment received from Fred Yauger.

Ray Dorame, Applicant stated we are still in escrow right now, unfortunately during the latter part of the year the market slowed down and pushed the closing out to February. About the time COVID-19 hit and they pushed the closing out a little bit farther. We are scheduled to close escrow at the end of the year. We have been working on it, we have just been little bit side tracked over the last 6-7 months on trying to get the project through the hoops. In terms of the fire, which is most unfortunate, we have four different projects that we have been maintaining one is about 100 or so acres and all three projects were scheduled for weed abatement. Unfortunately this one was scheduled a little bit later than the other ones.

Chair Hamerly asked what the time frame is with the builder for receiving the final design review items submitted.

Ray Dorame replied they want all the plans completed and reviewed by end of November or first of December.

Chair Hamerly stated based on that schedule do they feel that gives them enough time to prepare the technical documents and to be able to pull permits by June 2021?

Ray Dorame replied yes.

Chair Hamerly closed the public hearing.

**A MOTION** was made by Commissioner Haller, seconded by Commissioner Hall, to adopt Resolution No. 2020-004, recommending the City Council approve Extension of Time No. 20-001 subject to the Conditions of Approval and Findings of Fact. Motion carried on a roll call vote, 5-0.

**RESOLUTION NO. 2020-004**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND RECOMMENDING THAT THE CITY COUNCIL APPROVE EXTENSION OF TIME APPLICATION NO. 20-001, FOR A ONE-YEAR EXTENSION OF TENTATIVE TRACT MAP NO. 19915/14-004 AND CONDITIONAL USE PERMIT NO. 15-001 WHICH ESTABLISHED THE HIGHLAND PARK PLANNED DEVELOPMENT (SPR NO. 15-001) FOR 46 MEDIUM DENSITY LOTS AND A PARK/WATER QUALITY BASIN.**

**ANNOUNCEMENTS**

JJ's Sports Bar and Grill has appealed the Planning Commissions denial of their ABC license for the outdoor patio and that will be heard by the City Council on August 25, 2020.

**ADJOURN**

There being no further business, Chair Hamerly declared the meeting adjourned at 6:21 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