

**MINUTES  
PLANNING COMMISSION REGULAR MEETING  
MAY 3, 2011**

**1.0 CALL TO ORDER**

The Regular Meeting of the Planning Commission of the City of Highland was called to order at 6:02p.m. by Chairman Hamerly in the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present: Commissioners John Gamboa, Richard Haller, Milton Sparks and Michael Willhite, Vice Chairman Trang Huynh and Chairman Randall Hamerly

Absent: Commissioner Michael Stoffel

Staff Present: John Jaquess, Community Development Director  
Lawrence Mainez, City Planner  
Bruce Meikle, Senior Planner  
Sean Kelleher, Assistant Planner  
Linda McKeough, Administrative Assistant III

**2.0 COMMUNITY INPUT**

There was none.

**3.0 CONSENT CALENDAR**

There were no Items.

**4.0 PUBLIC HEARINGS**

There were none.

05-03-11.PC

## 5.0 LEGISLATIVE

- 5.1 A Design Review Application (DRA 011-001) submitted for the conversion of an existing Commercial structure into a Single Family Residence. The Property is located at 26709 Base Line, an approximate 5,175 square foot parcel located at the southeast corner of Base Line and Cunningham Street (APN: 1192-341-12). Representative: Mr. Agripino Perez Lora, Property Owner

Chairman Hamerly identified the Item and called for Staff's presentation.

(Note: Community Development Director Jaquess left the Chambers at 6:04p.m.)

Senior Planner Meikle gave the presentation from the Staff Report and PowerPoint presentation. He explained the historical background use of the Property that was once owned by Ms. Pat Coffee's family at one time and how she had spent her childhood there and that Staff was unaware of this and this is new historical residential information. He explained how the front Building was a commercial use and the rear Building was a residential use. He added that Ms. Coffee is in the audience and then explained Project's design details and the Applicant's request to the Commission. Senior Planner indicated the Applicant is in the audience and then concluded his presentation.

(Note: Community Development Director Jaquess returned to the Chambers at 6:04p.m.)

Chairman Hamerly asked if the Commission had any questions of Staff.

Discussion ensued between the Commission and Staff regarding what determines the minimum requirements that are required by Building and Safety, what entails a Special Inspection and if the Special Inspection is similar to the as-built equivalent of a Plan Check process and using the current Codes for rehabbing. Staff indicated the Applicant is not adding any additional square footage and certain things are being grandfathered in and that the life safety issues are the main focus to ensure that the Building complies with current Codes, but not going to make the Applicant tear down the Building and reiterated that it is with more life safety issues. Also discussed how there are no windows proposed within a certain number of feet of a Property Line, the new Energy Code relative to commercial / residential standards and the location of the bollards for the street facing portions of the Structure being a defensive barrier between the street and sidewalk and not obstruct / reduce the sidewalk width and possible design / materials alternatives for possible impact resistance to the side of the Structure without going to the bollards. Staff responded that Staff does not know the exact location of the Right-of-Way where it comes up to the Building,

05-03-11.PC

and the bollards need to be on private property and not City property, and appears there is some room between the Right-of-Way and the Structure. In addition, Staff explained Staff's intent on the Condition of Approval (COA) to address a safety feature for the Property and for the street and yet allow the Applicant flexibility for that COA.

Further discussion ensued between the Commission and Staff and the Commission gave a directive to Staff to utilize measures other than bollards along the streetscape and Staff responded to amend COA No. 16. A Commissioner stated for the revised verbiage to use "protective measures shall be installed" and Staff responded that would be fine and indicated that would allow the Applicant more flexibility. In addition, Staff explained how the structure is grandfathered in and that the structure can only be used in compliance with the existing Single Family R-1 Zoning.

Chairman Hamerly asked if the Commission had any further questions of Staff. Hearing none, he then opened the Item and asked if the Applicant would like to make a presentation.

Mr. Agripino, who is the Applicant, addressed the Commission and was here to answer any questions the Commission may have.

Chairman Hamerly asked if the Commission had any questions of the Applicant.

Discussion ensued between the Commission, Mr. Agripino and Staff regarding how the Applicant has read the Staff Report and is acceptable with Staff's recommendation. The Applicant then thanked the Commission.

Chairman Hamerly asked if anyone else would like to speak on the item. Hearing none, he then closed the Item and opened the floor for discussion amongst the Commissioners.

Discussion ensued between the Commissioners how the Item is a reasonable request by the Applicant and is Zoned Residential and with the Structure being a Commercial Building that needs to be adapted to a residential use with the life safety standards and is supportive of the proposed Project. A comment was made by Staff how Staff had found out today that someone had lived there previously and was so noted again.

There being no further questions of Staff, or discussion amongst the Commissioners, Chairman Hamerly then called for the question.

05-03-11.PC

**A Motion** was made by Commissioner Haller and seconded by Vice Chairman Huynh that the Planning Commission approve Design Review Application (DRA-011-001), subject to the recommended Conditions of Approval, as amended with the following:

Planning COA

16. Decorative protective measures shall be installed along the Base Line and Cunningham Street sides of the Single-Family Structure. The protective measures shall be designed and installed to reduce the potential for vehicular accidents on the street impacting the single-family structure.

and;

the Findings of Fact.

Motion carried on a 6 – 0 vote with Commissioner Stoffel absent.

## **6.0 ANNOUNCEMENTS**

Community Development Director Jaquess explained Chairman Hamerly and Commissioner Haller's seats are up for consideration by the City Council on May 10, 2011, for reappointment and the Items tentatively scheduled for the May 17, 2011, Regular Meeting.

There were no further Announcements.

## **7.0 ADJOURN**

There being no further business, Chairman Hamerly declared the Meeting adjourned at 6:20p.m.

Note: After the Meeting was called adjourned, discussion ensued between the Commission and Staff regarding AB 375 and Staff responded that it will be scheduled for a future Commission Meeting.

Submitted by:

Approved by:

---

Linda McKeough, Community  
Development Administrative Assistant III

---

Randall Hamerly, Chairman  
Planning Commission

05-03-11.PC