1.0  CALL TO ORDER

The regular meeting of the Planning Commission of the City of Highland was called to order at 6:05 p.m. by Chairman Hamerly, in the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present:  Chairman            Randall Hamerly
          Vice Chairman       John Gamboa
          Commissioners       Trang Huynh
                                           Marc Shaw
                                           Milton Sparks

Absent:  None.

Staff Present. Lawrence A. Mainez, Community Development Director
          Kim Stater, Assistant Community Development Director
          Ignacio Rincon, Senior Planner
          Tom Thornsley, Associate Planner
          Brandy Littleton, Community Development Administrative Assistant

The pledge of allegiance was led by Chairman Hamerly.

Due to technical difficulties, the audio ceased to record.

2.0  REORGANIZATION OF THE PLANNING COMMISSION

2.1  Election of Chairman and Vice Chairman

Community Development Director Mainez opened the nominations for Chairman.

Commissioner Gamboa nominated Commissioner Hamerly for Chairman

A MOTION was made by Commissioner Gamboa, seconded by Commissioner Huynh to elect Commissioner Hamerly as Chairman.

Motion Carried, 5-0.

Chairman Hamerly opened the nominations for Vice Chairman.

Commissioner Sparks nominated Commissioner Gamboa for Vice Chairman.

A MOTION was made by Commissioner Sparks, seconded by Commissioner Shaw to elect Commissioner Gamboa as Vice Chairman.

Motion carried, 5-0.
3.0 COMMUNITY INPUT

There were none.

4.0 CONSENT CALENDAR

4.1 Minutes of November 15, 2016, Regular Meeting

Chairman Hamerly modified Item 4.2 directive regarding front yard landscape design to read design for a water conscience landscaping.

A MOTION was made by Vice Chairman Gamboa, seconded by Commissioner Huynh to approve the minutes, as amended

Motion carried, 5-0.

5.0 OLD BUSINESS

5.1 Revision (REV 169-002) to Design Review (DRB 98-006) General Condition of Approval No. 2 to Allow for the Operation of a Self-Storage Facility within an Existing Recreational Vehicle (RV) Storage Yard Continued from November 1, 2016.

The Applicant withdrew their Application.

6.0 NEW BUSINESS

6.1 Design Review Application (DRA 16-007), Accessory Sign Review (ASR 16-008), Tentative Parcel Map (TPM 16-001), and Conditional Use Permit (CUP 16-003) to Construct a 27,524 sq. ft. Smart & Final Extra Grocery Store with the Required Parking, Signage, Landscaping, and Off-Site Improvements on 3.1 Acres of a 6 Acre site; Proposed to be Subdivided into Two Lots; and a Request for a Type 21 Alcohol Beverage License

Associate Planner Thornsley presented the Staff Report

The audio commenced to record.

Community Development Director Mainez answered questions regarding the project.

Mark Zimmerman, Applicant, presented and answered questions regarding the project.

Jesus Nolasco, Resident, spoke in opposition to the item.

Marquis Dubois, Resident, spoke in opposition to the item.

Jim Cimino, Business Owner, spoke in favor of the item.
Chairman Hamerly requested the design element of the Plaza be brought back before the Planning Commission.

Chairman Hamerly closed the Public Hearing

**Directives/Conditions**
Cart wing windows should match the elevation on the center element door and transom with the outer columns raised to adjust for this change.

Relate the design to the Historic District to the Northwest Style building mounted lights to reflect a more historic style.

Consider different roofing materials for the tower element.

Design the landscaping to have a layered effect in the parking lot along the Base Line Right of Way.

Modify Planning Commission Condition of Approval No. 28 for Design Review

**A MOTION** was made by Commissioner Shaw, seconded by Commissioner Gamboa to:

1. Adopt a Negative Declaration (ENV 16-003) and direct Staff to File an Notice of Determination with San Bernardino County Clerk of the Board, and;
2. Adopt Resolution 16-014 Approving Tentative Parcel Map (TPM 16-001), subject to the Conditions of Approval, and the Findings of Fact.
3. Adopt Resolution 16-015 Approving Design Review Application (DRA 16-007) excluding the Plaza component, and Accessory Sign Review (ASR 16-008), subject to the Conditions of Approval, as modified with Condition No. 28, and the Findings of Fact
4. Adopt Resolution 16-016 Approving Conditional Use Permit (CUP 16-003), subject to the Conditions of Approval, and the Findings of Fact.

Motion carried, 5-0.

**7.0 ANNOUNCEMENTS**

Assistant Community Development Director Stater updated the Planning Commission on upcoming December and January Planning Commission meeting items.
8.0 ADJOURN

There being no further business, Chairman Hamerly declared the meeting adjourned at 8:14 p.m.

Submitted by:  
Brandy Littleton, Administrative Assistant III  
Community Development Department

Approved by:  
Randall Hamerly, Chairman  
Planning Commission