MINUTES
PLANNING COMMISSION REGULAR MEETING
March 7, 2017

1.0 CALL TO ORDER

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

Present: Chairman Randall Hamerly
Vice Chairman John Gamboa
Commissioner Milton Sparks
Marc Shaw

Absent: Vacancy

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

The pledge of allegiance was led by Chairman Hamerly.

2.0 COMMUNITY INPUT

There were none.

3.0 CONSENT CALENDAR

3.1 Minutes of February 7, 2017, Regular Meeting

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

Motion carried, 3-0-1, with Commissioner Shaw abstaining and one vacancy.

4.0 OLD BUSINESS

There were none.

5.0 NEW BUSINESS

5.1 A Sign Review Application (ASR-017-002) for a Master Sign Program to Permit a Monument Sign with Guidelines for Installation of Future Building Mounted Wall Signs on an Existing Multi-Tenant Commercial Building for Greenspot Plaza

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Associate Planner Thornsley presented the Staff Report.

Chairman Hamerly suggested having the address face East and West, rather than North, or not at all on the monument sign, for a more visual impact for vehicular traffic.

Jae Kim, property owner, agreed to remove the address from the sign.

Commissioner Hamerly opened the Public Hearing.

Commissioner Hamerly closed the Public Hearing.

A MOTION was made by Vice Chairman Gamboa, seconded by Commissioner Shaw to:
1. Approve Sign Application (ASR-017-002) for a master sign program, subject to the Conditions of Approval; and
2. Adopt the Findings of Fact.

Motion carried, 4-0, with one vacancy.

5.2 Adoption of Mitigated Negative Declaration Related to the City's Routine Maintenance of Drainage Facilities in Various Locations throughout the City

Assistant Community Development Director Stater presented the Staff Report.

Shay Lawrey, Jericho Systems, answered questions regarding the project.

Chairman Hamerly opened the Public Hearing.

Chairman Hamerly closed the Public Hearing.

A MOTION was made by Commissioner Shaw, seconded by Vice Chairman Gamboa to adopt PC Resolution No. 2017-002, recommending the City Council adopt the Mitigated Negative Declaration.

Motion carried, 4-0, with one vacancy.

Administrative Assistant Littleton introduced Planning Commission Resolution 2017-002:

RESOLUTION NO. 2017 - 002

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, RECOMMENDING THE CITY COUNCIL ADOPT A MITIGATED NEGATIVE DECLARATION RELATED TO THE ROUTINE MAINTENANCE OF CITY DRAINAGE FACILITIES

APPLICANT: CITY OF HIGHLAND
6.0 ANNOUNCEMENTS

Vice Chairman Gamboa summarized the Planning Commissioners Academy to the Planning Commission.

Assistant Community Development Director Stater informed the Planning Commission about Citrus Harvest Festival and Community Trails Day.

Administrative Assistant Littleton informed the Planning Commission about the Open House event at Fire Station No. 2.

7.0 ADJOURN

There being no further business, Chairman Hamerly declared the meeting adjourned at 6:33 p.m.

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

Approved by: Randall Hamerly, Chairman
Planning Commission