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 Chairman Hamerly, in the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present: Chair Randall Hamerly
Vice Chair John Gamboa
Commissioner Tamara Zaman

Absent: Commissioner Rich Haller

Staff Present: Kim Stater, Assistant Community Development Director
Tom Thornsley, Associate Planner
Dennis Barton, Principal Project Manager
Nancy Stewart, Administrative Assistant III

The Pledge of Allegiance was led by Chair Hamerly.

COMMUNITY INPUT

Sesario Perez spoke regarding street safety barriers on Del Rosa Avenue. He stated in March of 2007 he had spoken to City Council with regard to this, and in October 2007 there was a fatality on Del Rosa due to this issue. He is requesting more safety measures throughout the city.

Chair Hamerly stated this will be called to the attention of the City Engineer and City Council.

CONSENT CALENDAR

1. Minutes from June 19, 2018, Regular Meeting

A MOTION was made by Commissioner Gamboa, seconded by Commissioner Zaman to approve the minutes, as amended. Motion carried, 3-0, with Commissioner Haller being absent.
OLD BUSINESS

2. A Conditional Use Permit, Design Review and Tentative Parcel Map applications for the expansion of an existing self-storage facility (Universal Self Storage) CUP 17-003, DRA 18-005, Tentative Parcel Map 15814 (TPM 17-002), and Environmental Determination ENV 18-004. (Continued from June 19, 2018).

Vice Chair Gamboa asked if the item should be continued to September 4 to allow more time?

Assistant Community Development Director Stater stated there was some opposition to the project that the applicant was unable to bring to an agreement. Therefore he instead revised a vast majority of the project, removing everything with the exception of the self-storage. He provided the City a new set of plans on June 26 of this year, which required internal re-routing and new noticing. Due to noticing requirements, we are asking for two more weeks.

A MOTION was made by Chair Hamerly, seconded by Commissioner Zaman to continue this item to August 21, 2018. Motion carried, 2-1, with Vice Chair Gamboa dissenting and Commissioner Haller being absent.

NEW BUSINESS


Assistant Community Development Director Stater gave a brief review of the staff report.

Chair Hamerly asked at this point we are reviewing the environmental reviews, not the technical documents, even though the technical documents were included as exhibits as part of the report?

Assistant Community Development Director Stater stated correct. If there is something that needs to be corrected you should definitely bring that to our attention.

Chair Hamerly stated it is more of a question, because multiple places within the report referenced one of the proposed improvements was bike lanes and landscape median but there were no technical documents that illustrated the median layout. It looked like it was just grading in the drawings.

Principal Project Manager Dennis Barton stated the median is limited to Sixth Street to Fifth Street. That is the only place there will be a median. There will be Class II bike lanes from Third Street to Ninth Street, and then from Ninth Street to Base Line will be Class III bike lanes, no striping. From Base Line to Highland will be Class II bike lanes again. That is consistent with the City’s General Plan. Actually the City’s General Plan calls for Class III bike lanes unstriped on Victoria Avenue, but we have an opportunity to provide the Class II, so that is our plan.

Chair Hamerly asked so is the median illustrated within the technical documents?
Principal Project Manager Barton stated I do not believe it is.

Chair Hamerly asked since we had multiple street improvement projects and we do not have any adopted landscape master plans for certain corridors within the City, which standards would be used for determining the landscape pallet within that landscape corridor, and/or when would they be available?

Principal Project Manager Barton stated it will be available during the design process.

Chair Hamerly asked would that be coming back for Design Review, or is this the review just for the environmental report?

Principal Project Manager Barton stated this would be it, unless Staff sees the need to bring it back to the Planning Commission to show that layout, which we can do.

Chair Hamerly stated all of the other corridors we have been reviewing the landscape pallets just to see how it fits together within the fabric of the City's infrastructure. That was going to be one of my recommendations, that when those available it would be nice to see those to see how it fits in the overall context of the City.

Chair Hamerly stated this is a public hearing and asked for anyone wishing to share comments, questions or concerns. Seeing none, the public hearing is closed.

A MOTION was made by Vice Chair Gamboa, seconded by Commissioner Zaman to adopt Resolution No. 2018-010, adopting the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program. Motion carried 3-0, with Commissioner Haller being absent.

RESOLUTION NO. 2018-010

4. A Sign Review Application (ASR-018-008) requesting a revision to the Highland Village Plaza Sign Program for the addition of a monument to identify the tenant in a stand-alone building along Boulder Avenue. The proposed sign measures five (5) foot tall by six (6) foot wide, with a 14 square foot copy area for Tutor Time Learning Center.

Associate Planner Thornsley gave a brief review of the staff report.

Chair Hamerly asked if there was no Master Signage plan for the Village Plaza?

Associate Planner Thornsley stated there is a Master Signage plan; it only identifies the pylon sign, one on Boulder and one on Base Line, and it identifies the types of signs for all of the wall signs around the center.
Chair Hamerly stated he was surprised it wasn't the responsibility of the master tenant or applicant to modify their sign program to include a request from one of their tenants for modification.

Associate Planner Thornsley stated there was nothing written in the program that gave them those options.

Chair Hamerly asked would the threshold need to be a free-standing facility on that site in order to come in with their own application for a separate sign and amend the Master Program?

Associate Planner Thornsley stated that is what we are doing tonight.

Chair Hamerly asked is that the standard that we would be holding to in the future if somebody else came and moved in to the plaza, that they would have to be one of the free-standing structures on the site in order to be able to amend the Sign Program without doing it for the entire plaza?

Associate Planner Thornsley stated we did not go to the lengths of identifying all of the free-standing buildings out there. Really Chase Bank, Tutor Time and Carl's Jr. are the only three stand-alone buildings with single tenants. Most of the buildings with street frontage had visibility with their wall signs; this particular business would not have much view so this was sort of a special option they decided to pursue.

Commissioner Gamboa stated he sees the point; he just doesn't want other centers to start doing the same.

Chair Hamerly stated he does not want individual tenants to come in and say they would like to amend the Master Sign Program. He wondered what rationale was used to say this works for this instance.

Associate Planner Thornsley stated he did ask if they wanted consideration for a full pylon sign at the north end.

Chair Hamerly stated that is not the high traffic portion of the site.

Associate Planner Thornsley stated right, and it was not fully vetted with the old Sign Program. They followed suit with the tenant signage requirements with allowance for signs on the buildings. Beyond that is a special direction for that parcel.

Bob Fiscus with the Learning Care Group, the parent company for Tutor Time, stated the thinking behind this sign was almost a dual situation. It is kind of a directional sign because with the landscaping along Boulder there it is hard to see our school. We would like to be able to direct people into the school. There is a sign along Boulder, and as Associate Planner Thornsley indicated those trees are so overgrown you cannot see our wall sign. We also have one at the entrance. But this is going to serve as a directional sign too, to be able to allow people to realize that we are there as they come down Boulder. We kept it down to a minimum size, but wanted to make sure people could see a sign here to come to the school.
Chair Hamerly stated this is a public hearing and asked for anyone wishing to share comments, questions or concerns. Seeing none, the public hearing is closed.

**A MOTION** was made by Vice Chair Gamboa, seconded by Commissioner Zaman to:

1. Approve a Proposed Sign Application (ASR-018-008) to revise the Highland Village Plaza Sign Program for the addition of a five (5) foot tall by six (6) foot wide, 14 square foot, single-sided monument sign to identify the tenant in a stand-alone building along Boulder Avenue, subject to the Conditions of Approval.
2. Adopt the Findings of Fact.

Motion carried 3-0, with Commissioner Haller being absent.

**ANNOUNCEMENTS**

City Council Second Reading for Greenspot General Plan Amendment Zone Change in relation to the Wash Plan, August 14

City Council Special Meeting considering rescinding their approvals of the Harmony Specific Plan and removing from the ballot the referendum on Wednesday, August 08, 2018; Closed Session at 6:00 p.m., Special Meeting at 6:30 p.m.

Volunteer Dinner Thursday, November 1, 2018

**ADJOURN**

There being no further business, Chair Hamerly adjourned the meeting at 6:31 p.m.

Submitted By: 

Nancy Stewart
Administrative Assistant III

Approved By:

Randall Hamerly, Chair
Planning Commission