MINUTES
PLANNING COMMISSION
REGULAR MEETING
October 16, 2018
6:00 P.M.

CALL TO ORDER

The regular meeting of the Planning Commission of the City of Highland was called to order at 6:00 p.m. by Chair Hamerly at the Donahue Council Chambers, 27215 Base Line, Highland, California.

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

Absent: None

Staff Present: Lawrence Mainez, Community Development Director
Kim Stater, Assistant Community Development Director
Ashiq Syed, Associate Planner
Tom Thornsley, Associate Planner
Shannon Wisniewski, Administrative Assistant III

The Pledge of Allegiance was led by Chair Hamerly.

COMMUNITY INPUT

None

CONSENT CALENDAR

1. Minutes from October 2, 2018, Regular Meeting
A MOTION was made by Vice Chair Gamboa, seconded by Commissioner Haller, to approve the minutes, as amended. Motion carried, 5-0.

PUBLIC HEARING

2. Architectural revisions to REAL Journey Academies – Design Review Application (DRA 17-006-1(a)) associated with Conditional Use Permit (CUP 17-009) for a middle and high school campus with 1,200 students in a 108,000 square foot commercial building. (Continued from October 2, 2018.)
Associate Planner Thornsley gave a review of the staff report.

Chair Hamerly asked with respect to Item 6, Exterior Amenities, if putting the time frame in there as a condition to approval would affect the CUP or the Certificate of Occupancy, or both? As the CUP is already vested, it affects more of the occupancy and the ability to use it if all of the amenities are not installed. What is the enforcement mechanism?

Associate Planner Thornsley answered he is hoping to work this out with the Applicant. They are suggesting to return with a proposal for remedy.

Chair Hamerly asked whether or not at this time there is a remedy for noncompliance? It sounds like the condition is written stating they need to provide a phasing plan prior to a date certain, so it is up to them to state a timeline within which they are comfortable to perform.

Associate Planner Thornsley stated correct, adding that if they deviate from what was previously approved, they would need to come in to show what they intend for the first phase of development.

Vice Chair Gamboa inquired whether the proposals for the improvements are actual or conceptual, stating a desire for assurance in this regard.

Associate Planner Thornsley stated his belief that the proposals for improvements are actual.

Anna Olvera, Real Journey Academy Representative, stated they are confident that they can meet the deadline of completing the phasing plan by March 1st.

Chair Hamerly asked for confirmation that they are comfortable with the condition as presented, with a couple of months of leeway, and plan to present the plan March 1st?

Anna Olvera stated yes, they are planning on March 1st.

Chair Hamerly asked if they anticipate having the scope of amenities they anticipate to be worked out by that time?

Anna Olvera stated yes, indicating there is a lot of fine tuning to make sure they accommodate that issue.

Chair Hamerly asked with regard to the entry elements, will the mesh tower that is being proposed be a two to three inch square?

Xavier Adrian stated different companies have different sizes, but they are roughly between an inch and a half and two inches.

Chair Hamerly asked how the garbage that gets into the mesh squares will be cleaned out?

Xavier Adrian stated they did discuss this with the contractor and they are proposing to have some metal panels at the bottom, one of which would be an access panel. This
also provides an opportunity to hang banners and other things they had envisioned and would provide access to those as well.

Chair Hamerly asked if a cable system would support the shade structure?

Xavier Adrian answered yes, cables, like a shade sail attached to the building, with decorative cross members.

Chair Hamerly opened the public hearing. Hearing no participation, the meeting proceeded, leaving the public hearing open.

Discussion ensued between the Commission, staff and the City Landscape Architect with regard to Item 3, the screen wall, as to specifications, percentage and density of plant materials being proposed for use in the panels.

Chair Hamerly asked for any additional questions or comments. Hearing none, the public hearing is closed.

**A MOTION was made by Commissioner Haller, seconded by Vice Chair Gamboa, to adopt Resolution Number 2018-014 approving Design Review Application Revision [DRA 17-006-1(a)], in association with Design Review Application (DRA 17-006-1) and Conditional Use Permit (CUP 17-009). Motion carried, 5-0.**

**RESOLUTION NO. 2018-014**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING A DESIGN REVIEW APPLICATION REVISION [DRA 17-006-1(a)], IN ASSOCIATION WITH DESIGN REVIEW APPLICATION (DRA 17-006-1) AND CONDITIONAL USE PERMIT (CUP 17-009), TO PERMIT THE ARCHITECTURAL AND SITE DEVELOPMENT MODIFICATION TO THE APPROVED PLANS FOR THE ADAPTIVE RE-USE OF AN EXISTING SINGLE-STORY COMMERCIAL BUILDING, OF APPROXIMATELY 108,000 SQUARE FEET, ON 9.5 ACRES, TO ESTABLISH A 1,200 STUDENT MIDDLE SCHOOL AND HIGH SCHOOL CAMPUS, LOCATED AT 26655 HIGHLAND AVENUE, CITY OF HIGHLAND, COUNTY OF SAN BERNARDINO (APN 1191-241-36 & 1191-241-38)**

3. Conditional Use Permit (CUP 18-002 application requesting the development of a gated residential condominium complex by Crestwood Communities. Site proposes forty-nine (49) attached condominiums within 12, two-story buildings, associated landscaping, recreation amenities and parking. Related land use entitlements processed concurrently include Design Review Application (DRA 18-007) and Tentative Tract Map 20190 (TTM 18-002) (Continued from October 2, 2018.)

Associate Planner Syed gave a brief presentation of the staff report, stating that concerns from Valencia Lea Mobile Home Park owners had all been addressed in the staff report.

Assistant Community Development Director Stater expounded that the concerns had been addressed not only in the staff report, but also in the CC&Rs, Engineering Conditions and Planning Conditions.
Chair Hamerly inquired about the issues with the fire access and the well.

Assistant Community Development Director Stater stated as it is no longer used, both parties were in agreement regarding the existing emergency access, stating it would have a similar six foot wall on either side.

Terry Kent, Principle at Crestwood Communities, gave a detailed review of the project, stating they had received clearance from the fire department regarding the fire access. He shared information with the Commission regarding architecture and aesthetics, project entrance and exit, and a center median on Highland Avenue. Additionally, landscaping and HOA upkeep was addressed, as well as parking and exterior walls. He stated they are in full agreement with the Conditions of Approval as written, stating if there were any changes they would reserve the right to consider those.

Commissioner Haller asked what is being done to minimize the impact of two-story buildings being adjacent to existing properties?

Terry Kent stated the 40 feet setbacks from the property line exceed the City standards. Additionally, frosted glass could be utilized on the upstairs windows if necessary, and trees in the landscape area will provide help in eliminating privacy issues.

Vice Chair Gamboa inquired as to the location of the boundary with the City of San Bernardino?

Terry Kent gave a description of the boundary locations, and included details on medians, median landscaping, turn pockets and traffic signal positioning.

Public Works Director Wong described street improvements issues with regard to a small parcel owned by Valencia Lea Mobile Home Park, wherein a well and correlating apparatus currently exist. The facility is not currently in operation, however as it is located in the city street right of way, there can be no street widening or pavement transition without addressing the facility. Engineering Condition number 20 states the well must be removed, relocated or modified in order to affect the necessary street improvements. Also, Condition 47 requires the project to acquire this parcel either in fee or in a row-way easement. This can be accomplished by purchase, working with the property owner to relocate the facility, or put it in an underground vault to allow building the street over it. The options are open, but need to be resolved between the developer and the owner of the parcel.

Terry Kent stated in working with the owners of Valencia Lea Mobile Home Park, they have determined that while the well and pipes are no longer in use, the main interest of the Park is to maintain the water rights. They are exploring the possibility of moving the well onto the Mobile Home Park site, but if that is not feasible, they have an easement that could allow for water pipes through the landscaped area.

Chair Hamerly asked whether the well itself was outside the curb and gutter.

Terry Kent replied it would be in the sidewalk area. One answer would be to have what would look like a manhole cover in the middle of the sidewalk.

Chair Hamerly stated if it is in the sidewalk it would need to be vaulted.
Terry Kent stated yes, it is an ongoing project. They are working with staff and the owners of Valencia Lea; they accept the conditions, and believe they will be able to come to a reasonable solution.

Chair Hamerly opened the public hearing. Hearing no participation, the meeting proceeded, leaving the public hearing open.

Discussion followed regarding the proposed landscape plan, with staff being directed to work with the applicant to add additional tree cover flanking the walkways coming in along the main entry. Also recommended was additional landscaping between the buildings and on the sloped area, providing additional shading for the parking spaces, and the possibility of creating a chicane effect, or something to soften the façade on the east side of the main arterial.

Chair Hamerly suggested in regard to exterior elevations, it would greatly enhance the presentation to use the pop-outs with corbel treatment on the side fronting Highland Avenue. Also suggested was adding additional window treatments on the areas that flank the walkway or main entrance, or exploring additional options to dress up the end view especially along the center spine, and replicating the planter box elements under the center window on the front elevation.

Discussion ensued between the Planning Commission and the applicant regarding the color board and exterior materials.

Terry Kent requested a five minute recess to confer with the seller on the comments made by the Commission about changing the plans, after which he asked for the item to be continued to the next meeting so that he and the owner have an opportunity to consider these requests.

Assistant Community Development Director Stater stated she would read into the record the modified conditions:

Planning Condition 25J, modify the vehicular entry to the project to include additional landscaping flanking each side of the entry.

Planning Condition 25K, modify the conceptual landscape plan to soften the areas between the buildings of the six walkways.

Planning Condition 25L, add trees in the open space area between the parking spaces and the basketball court shade area.

Planning Condition 25M, modify the conceptual landscape plan to achieve softening the façade on the east side of the drive aisle, achieved with additional landscaping or building façade elements.

Planning Condition 32, modify the exterior elevations of Building Number One, second story to add additional architectural interest, page 3 of the plans.

Planning Condition 33, modify exterior elevations of Building Number Two, Type Three, to eliminate the off-set, page 10 of the plans.
Planning Condition 34, for all buildings, One, Two and Three, which have end units, revise the end units to provide additional architectural interest.

Planning Condition 35, on page 14 of the plans, revise the architectural elevations for Building Number Three, front elevation to add additional architectural interest, specifically the planter element beneath the windows.

Planning Condition 36, substitute the ivory color on the materials board to provide additional offset between the Omega White and Ivory.

Planning Condition 37, consider substituting an alternative color for Meeting House Blue for a more subtle or muted color.

Chair Hamerly stated it doesn’t have to be subtle or muted; that is the jewel tone accents for the entry door and the shutters. It can still be a jewel tone, an aggressive statement visually, however it was his opinion that the aqua tinge didn’t blend with the earth tones.

Planning Condition 38, utilize a consistent brick cap on the fences throughout the project.

Chair Hamerly stated or on the walls, and he thinks those only occur on the interior private courtyards.

A MOTION was made by Chair Hamerly, seconded by Vice Chair Gamboa, to continue this item to the next regularly scheduled Planning Commission on November 6, 2018. Motion carried, 5-0.

4. Accessory Sign Review Application (ASR-018-014) requesting approval of a Sign Program to omit a previously-approved monument sign (ASR-12-010) and add a secondary building-mounted sign at a fast food restaurant.

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

Gary Quiel, Quiel Signs, stated to mitigate the threat of vandalism, it was determined the wall sign would be the best way to proceed.

Chair Hamerly opened the public hearing. Hearing no participation, the public hearing was closed.

A MOTION was made by Vice Chair Gamboa, seconded by Commissioner Hall, to adopt Resolution No. 2018-015, approving the Sign Program (ASR-18-014), subject to the Conditions of approval and Findings of Fact. Motion carried, 5-0

RESOLUTION NO. 2018-015

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HIGHLAND, CALIFORNIA, APPROVING A SIGN PROGRAM FOR PEPIOTOS RESTAURANT, ACCESSORY SIGN REVIEW APPLICATION (ASR-018-014).
ANNOUNCEMENTS

Discover Highland Event – October 27
Volunteer Dinner - November 1
Community Trails Committee Event - November 17

ADJOURN

There being no further business, Chair Hamerly declared the meeting adjourned at 7:30 p.m.

Submitted by: Nancy Stewart, Administrative Assistant III
Approved by: Randall Hamerly, Chair Planning Commission