

STREET NAMING COMMITTEE AGENDA

SPECIAL MEETING

DATE: October 14, 2015
TIME: 3:00 p.m.
LOCATION: Highland City Hall
Leo Donahue Council Chambers
27215 Base Line
Highland, CA 92346

MEMBERS

Karsten Polk, Vice Chairman
Miguel Cantos, Member
Michael Haynes, Member

STAFF

Lawrence A. Mainez, Community Development Dir.
Kim Stater, Asst. Community Development Dir.
Megan Irwin, Senior Planner
Brandy Littleton, Administrative Assistant III

CITY OF HIGHLAND
27215 BASE LINE • HIGHLAND, CALIFORNIA 92346
PHONE (909) 864-6861; FAX (909) 862-3180
Website: www.cityofhighland.org



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Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Highland to all or a majority of the Street Naming Committee, less than 72 hours prior to that meeting, are available for public inspection at Highland City Hall, 27215 Base Line, Highland, CA 92346, during normal business hours.

**STREET NAMING COMMITTEE
SPECIAL MEETING AGENDA
October 14, 2015
3:00 P.M.**

1.0 CALL TO ORDER

Pledge of Allegiance

2.0 SWEARING IN OF STREET NAMING COMMITTEE MEMBER MIGUEL CANTOS

3.0 COMMUNITY INPUT

Citizens wanting to address the Street Naming Committee will be asked to give their name, address, and the subject to be addressed on a speaker form and return it to the Recording Secretary. **Comments are limited to three minutes and are meant to be an opportunity to express one's views and not to debate the issues.**

4.0 REORGANIZATION OF THE STREET NAMING COMMITTEE

4.1 Election of Chairman

RECOMMENDATION: That the Street Naming Committee conduct an election for Chairman.

5.0 CONSENT CALENDAR

5.1 Minutes of February 11, 2015 Regular Meeting.

RECOMMENDATION: Approve the minutes, as submitted.

6.0 OLD BUSINESS

7.0 NEW BUSINESS

7.1 Revise Street Name for Tract Map No. 18935 (TTM-14-001)

RECOMMENDATION: That the Street Naming Committee approve the revision of the street name for Street B from Kiel Street to Henslee Drive within Tract Map No. 18935 (TTM-14-001).

8.0 ANNOUNCEMENTS

9.0 ADJOURN

I, Brandy Littleton, Community Development Administrative Assistant III of the City of Highland, California, certify that I caused to be posted this agenda on or before the 8th of October, 2015, by 5:30 p.m., on our website at www.cityofhighland.org, and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: October 8, 2015



Brandy Littleton, Community Development Administrative Assistant III



STAFF REPORT

TO THE STREET NAMING COMMITTEE

DATE: October 14, 2015

FROM: Lawrence A. Mainez, Community Development Director

PREPARED BY: Brandy Littleton, Community Development Administrative Assistant III *BL*

SUBJECT: Election of the Chairman

RECOMMENDATION: That the Street Naming Committee hold an election for Chairman.

FISCAL IMPACT: None.

BACKGROUND: In accordance with City Council Resolution No. 1990-108, Section 2, the Street Naming Committee shall elect a member of the Committee to serve for the office of Chairman.

Attachments: 1. Resolution No. 1990-108

Approved _____	Motion _____	Second _____	Agenda Item No. <u>4.1</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
			
Recording Secretary		Community Development Director	

RESOLUTION NO. 90-108

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF HIGHLAND, CALIFORNIA
ESTABLISHING MEETINGS AND PROCEDURES
FOR THE STREET NAMING COMMITTEE

WHEREAS, the City Council has established a Street Naming Committee to develop and maintain a cohesive and logical system for the naming of streets within the City;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Highland does hereby establish meetings and procedures of the Street Naming Committee as follows:

Section 1. Meetings The Committee shall meet at 3:00 P.M. on the fourth Thursday of each Month at the Highland City Hall.

Section 2. Rules of Procedure The Committee shall select a Chairman and Vice Chairman and shall submit all recommendations to the City Council. All meetings shall be open to the public, agendas posted and all records shall be available for public inspection.

Section 3. Chairman The Chairman shall preside over committee meetings, and in his/her absence, the Vice Chairman shall preside. If in the absence of both, the remaining Committee members subject to a Quorum of the Committee shall elect a Chairman for that meeting.

Section 4. Secretary The Secretary as established by the enabling Ordinance shall be responsible for the records of the Committee meetings.

APPROVED AND ADOPTED this 11th day of December, 1990.



Jody Scott, Mayor

ATTEST:



Pamela L. Lee, City Clerk

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO)
CITY OF HIGHLAND)

I, Pamela L. Lee, City Clerk of the City of Highland, California, do hereby certify that Resolution No. 90-108 was duly and regularly adopted by the City Council of the City of Highland, California, at a regular meeting thereof held on the 11th day of December, 1990, by the following vote:

AYES: Councilmembers Johnson, Rissmiller, Tully, Wheeler
 and Mayor Scott

NOES: None

ABSENT: None

ABSTAIN: None



Pamela L. Lee, City Clerk



STAFF REPORT

TO THE STREET NAMING COMMITTEE

DATE: October 14, 2015

FROM: Lawrence A. Mainez, Community Development Director

PREPARED BY: Brandy Littleton, Community Development Administrative Assistant III *BL*

SUBJECT: Minutes from the February 11, 2015 Regular Meeting

RECOMMENDATION: That the Street Naming Committee approve the minutes, as submitted.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>5.1</u>
Denied _____	Ayes _____		
Continued _____	Noes _____		File No. _____
Tabled _____	Abstain _____		
	Absent _____		
<i>Brandy Littleton</i>		<i>Lawrence A. Mainez</i>	
Recording Secretary		Community Development Director	

4.0 CONSENT CALENDAR

4.1 Minutes of February 12, 2014, Regular Meeting

A MOTION was made by Chairman Sauerbrun to not approve the minutes, as submitted, due to both Chairman Sauerbrun and Vice Chairman Polk abstaining.

Motion carried, 2-0, with Member Haynes absent.

5.0 OLD BUSINESS

There was none.

6.0 NEW BUSINESS

6.1 Amend the City's Prioritized List of Names for City of Highland Streets

Community Development Director Mainez presented the Staff Report.

Chairman Sauerbrun inquired how the street names are chosen and who voted for its priority. Senior Planner Irwin answered that the names are prioritized by votes from the Highland Historic Society Committee.

Chairman Sauerbrun suggested excluding the historical policy because it becomes another vote that has to be taken somewhere else to do the same thing the Street Naming Committee is doing.

Community Development Director Mainez explained that the list will change over time. The City Council adopted a Work Program item to review the policies and procedures for adopting street names. At this point, this is what they have to go by in their request to add Col. Paul Greens name to the list.

A MOTION was made by Vice Chairman Polk and seconded by Chairman Sauerbrun to include Col. Paul Green to the City's Prioritized List of Names for City of Highland Streets under the amended title Military Veteran Names.

Motion carried, 2-0, with Member Haynes absent.

6.2 Assignment of Street Names for Tract Map No. 19915

Community Development Director Mainez presented the staff report.

A MOTION was made by Chairman Sauerbrun and seconded by Vice Chairman Polk to approve the following street names for Tract Map No. 19915:

Street 'A' – Green Drive *amended to Paul Green Drive*
Street 'B' – Call Road
Street 'C' – Ray Avenue

Motion carried, 2-0, with Member Haynes absent.

6.3 Street Names for Tract Map No. 18935 (TTM-14-001)

Location: Two (2) Parcels Totaling Approx. 24 Acres Bounded by Water St. to the North, North Fork Rd to the East, Santa Ana Canyon Road to the South, and Aplin St. to the West. APN No. 1210-371-03 and 1210-371-37

Senior Planner Irwin presented the Staff Report.

A MOTION was made by Chairman Sauerbrun and seconded by Vice Chairman Polk to approve the proposed street names for Tract Map No. 18935 (TTM-14-001) as follows:

1. Whittemore Street
2. Kiel Street
3. Padilla Court
4. Desmond Drive
5. Cabo Del Oeste

Motion carried, 2-0, with Member Haynes absent.

7.0 ANNOUNCEMENTS

Community Development Director announced that the Street Naming List will be brought back for review at the next meeting.

8.0 ADJOURN

There being no further business, Chairman Sauerbrun declared the meeting adjourned at 3:25 p.m.

Submitted by:

Approved by:

Brandy Littleton, Administrative Assistant III
Community Development Department

_____, Chairman
Street Naming Committee



STAFF REPORT

THE STREET NAMING COMMITTEE

DATE: October 14, 2015

FROM: Lawrence A. Mainez, Community Development Director

REVIEWED BY: Kim Stater, City Planner *KS*

PREPARED BY: Megan Taggart, Senior Planner *MT*

SUBJECT: Revised street name for Tract Map No. 18935 (TTM-14-001)

LOCATION: Two (2) parcels totaling approximately 27 acres bounded by Water Street to the north, North Fork Road to the east, Santa Ana Canyon Road to the south and Aplin Street to the west
Assessor's Parcel Nos. 1210-371-03 and 1210-371-37

REPRESENTATIVE: Diversified Pacific Development, Owner/Applicant

RECOMMENDATION: Staff recommends the Street Naming Committee approve the revision of the street name for Street B from Kiel Street to Henslee Drive within Tract Map No. 18935 (TTM-14-001).

ENVIRONMENTAL REVIEW: This project is exempt from environmental proceedings pursuant to Section 15061(b)(3), Review for Exemption, of the California Environmental Quality Act (CEQA) Guidelines, since the proposed project consists of providing names for new streets and there is no possibility of it having an effect on the environment.

FISCAL IMPACT: Staff time for the review of the application and preparation of the staff report for consideration by the Street Naming Committee is charged to a deposit provided by the Applicant as part of the Tentative Tract Map.

PUBLIC NOTICE: As required by City Council Resolution, notice of the public meeting was posted at three (3) designated posting locations within the City. In addition, the notice was posted on the City's website. No further notice is required.

Approved _____	Motion _____	Second _____	Agenda Item No. <u>7.1</u>
Denied _____	Ayes _____		File No. _____
	Noes _____		
Continue _____	Abstain _____		
	Absent _____		
<i>[Signature]</i> Recording Secretary		<i>[Signature]</i> Community Development Director	

PUBLIC COMMENT: Staff has not received any public comments in response to the project notice at the time of preparing this staff report.

DESCRIPTION OF SITE: The subject site is located on the south side of Water Street, between Aplin Street and North Fork Road (Attachment 1) and consists of two (2) parcels (APN Nos. 1210-371-03 and 1210-371-37) totaling approximately 27 acres. The site contains remnants of an orange grove, two (2) single-family residences and several accessory structures.

BACKGROUND: On February 11, 2105, the Street Naming Committee approved five (5) street names for Tentative Tract Map 18935 (TTM-14-001) as follows:

- Street A – Whittemore Street
- Street B – Kiel Street
- Street C – Padilla Court
- Street D – Desmond Drive
- Street E – Cabo Del Oeste

Tentative Tract Map 18935 (TTM-14-001) was approved by the Planning Commission on June 16, 2015, through Resolution No. 2015-004. An appeal application was filed (APP-15-001) and the tentative tract map was scheduled for review by the City Council on August 11, 2105. On August 11, 2015, the City Council continued the appeal to the September 22, 2015, meeting. On September 22, 2015, the City Council denied the appeal (APP-15-001) and upheld the Planning Commission approval of the tentative tract map (TTM-18935/TTM14-001) through Resolution No. 2015-037.

PROJECT REVIEW/ANALYSIS: Tract No. 18935 (TTM-14-001) consists of seventy-one (71) detached single-family residences on minimum lot sizes of 10,000 square feet (Attachment 2). Access to the tract will be provided from Aplin Street, Santa Ana Canyon Road and North Fork Road. The tract contains an internal street system composed of three (3) cul-de-sacs (A, B and C Street) and one (1) partial street segment (D Street). A fifth street segment (Street E) connects to an existing street, Cabo Del Oeste, to the east.

The Applicant previously obtained approval from the Committee for four (4) new names for Streets A, B, C and D. Street E was considered a continuation of the street to the east and was assigned the same name as the existing street, Cabo Del Oeste (Attachment 3).

Subsequent to the approval of the tract street names, the Kiel Family indicated that they do not wish to have a street named Kiel. As such, the Applicant is requesting renaming of Street B (Kiel Street) to Henslee Drive, which was selected from the approved list of street names (Attachment 4)(Attachment 5). Given that the name was chosen from the approved list of street names, Staff recommends approval of the revised street name, as proposed.

Street Naming Committee Meeting of
October 14, 2015

- Attachments:
1. Aerial Map
 2. Site Plan
 3. Draft Minutes from the February 11, 2015, Street Naming Committee Meeting
 4. Request Email Dated March 13, 2015
 5. Prioritized List of Approved Street Name

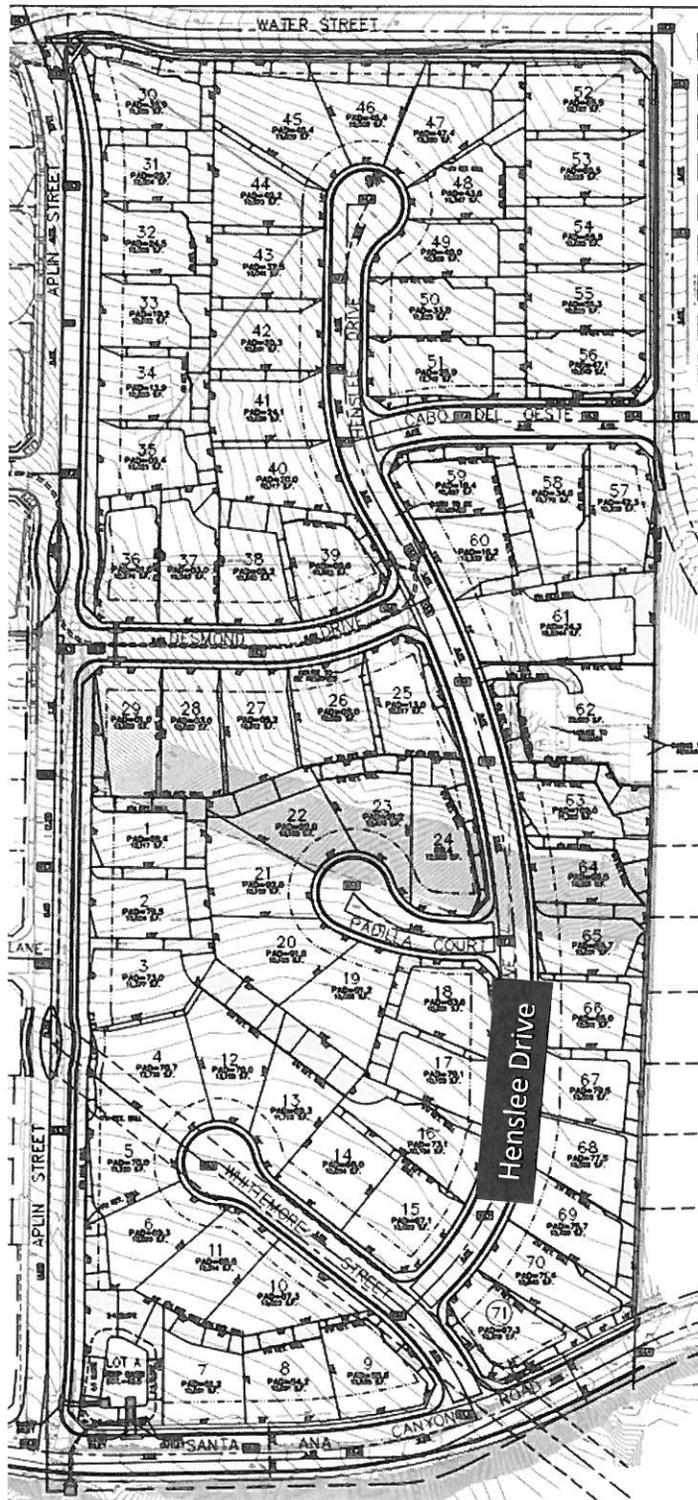
Attachment 1

Aerial Map



Attachment 2

Site Plan



Attachment 3

Draft Minutes from the February 11, 2015, Street Naming
Committee Meeting

A MOTION was made by Chairman Sauerbrun and seconded by Vice Chairman Polk to approve the following street names for Tract Map No. 19915:

- Street 'A' – Green Drive
- Street 'B' – Call Road
- Street 'C' – Ray Avenue

Motion carried, 2-0.

6.3 Street Names for Tract Map No. 18935 (TTM-14-001)

Location: Two (2) Parcels Totaling Approx. 24 Acres Bounded by Water St. to the North, North Fork Rd to the East, Santa Ana Canyon Rod to the South, and Aplin St. to the West. APN No. 1210-371-03 and 1210-371-37

Senior Planner Irwin presented the Staff Report.

A MOTION was made by Chairman Sauerbrun and seconded by Vice Chairman Polk to approve the proposed street names for Tract Map No. 18935 (TTM-14-001) as follows:

1. Whittemore Street
2. Kiel Street
3. Padilla Court
4. Desmond Drive
5. Cabo Del Oeste

Motion carried, 2-0.

7.0 ANNOUNCEMENTS

Community Development Director announced that the Street Naming List will be brought back for review at the next meeting.

8.0 ADJOURN

There being no further business, Chairman Hamerly declared the meeting adjourned at 3:25 p.m.

Submitted by:

Approved by:

Brandy Littleton, Administrative Assistant III
Community Development Department

Randall Hamerly, Chairman
Planning Commission

Attachment 4

Request Email Dated March 13, 2015

Megan Irwin

From: Phil Burum <PBurum@diversifiedpacific.com>
Sent: Friday, March 13, 2015 4:44 PM
To: 'Megan Irwin' (mirwin@cityofhighland.org)
Subject: street names for tract 18935

Megan,

As we discussed last week, the Kiel family has asked that we not name a street with their family name.

Based on their feedback, they would prefer we replace Kiel Street with Mclean Ranch Road.

Mclean is not on the approved list of street names but I am in favor of honoring their request if the City finds it acceptable.

As a backup, if Mclean Ranch Road is not acceptable to the city, I submit Henslee Drive as the alternate for Street B

Thank you

Phillip B. Burum
Executive Vice President
10621 Civic Center Drive
Rancho Cucamonga, CA 91730
Main/909-481-1150 x241
Fax/909-481-1151

Direct/909-373-2608
Direct Fax /909-204-7996
pburum@diversifiedpacific.com



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No virus found in this message.

Checked by AVG - www.avg.com

Version: 2014.0.4800 / Virus Database: 4257/9331 - Release Date: 03/18/15

Attachment 5

Prioritized List of Approved Street Names



CITY OF HIGHLAND

27215 Base Line, Highland, CA 92346
Telephone (909) 864-8732 FAX: (909) 862-3180

Prioritized List of Names for City of Highland Streets

A. NAMES WITH 4 - 8 VOTES

Aguillar
Gore
Hartzell
Ranney
Rule
Savage

B. NAMES WITH 2 - 3 VOTES

Alvarado	Ewing	Morongo
Barrett	Fowler	Perez
Bergstrom	Frye	Redenbo
Bromilow	Gerber	Resendez
Burke	George	Reyes
Cadwallader	Henslee	Ruiz
Chavez	Kite Track	San Manuel
Chung	Longmier	True
Cleghorn	Lopez	Williams
Coy	McCulley	Wilsey
	Moore	

C. NAMES WITH ONE VOTE

Blake	Glass	Kipf	Resendez
Boyd	Gloner	Knight	Roberts
Brown	Green	Lemas	Rohrer
Chapoli	Grepe	Lenardo	Rutredge
Clapp	Haney	Lindsey	Santo
Cook	Harmon	Linville	Segundo
Domke	Hendrickson	Loring	Sheldon
Donahue	Hernandez	Manuel	Tahata
Duro	Hill	Marcus	Thompson
Edwards	Huffman	McCormick	Toepler
Floriano	Huntsman	Morales	Twomley
Fuentes	Ingham	Mullins	Velarde
Fuji	Inglehart	Murate	Weeks
Garcia	Jones	Poe	Welton
Garner	Kawahara	Ramirez	Yokamp
Geib	Keyser		

D. MILITARY VETERAN NAMES

Cairns