

**MINUTES  
PLANNING COMMISSION REGULAR MEETING  
APRIL 7, 2009**

**1.0 CALL TO ORDER**

The Regular Meeting of the Planning Commission of the City of Highland was called to order at 6:04 p.m. by Chairman Haller at the Donahue Council Chambers, 27215 Base Line, Highland, California.

Present: Commissioners Randall Hamerly, Bob Moore, Michael Willhite,  
Vice Chairman John Gamboa and Chairman Richard Haller

Absent: None

Staff Present: John Jaquess, Community Development Director  
Lawrence Mainez, City Planner  
Sean Kelleher, Assistant Planner  
Linda McKeough, Administrative Assistant III

The Pledge of Allegiance was led by Chairman Haller.

**2.0 COMMUNITY INPUT**

Chairman Haller welcomed Boy Scout Troop 22 to the Commission Meeting. The Troop is from the Church of Latter Day Saints Church which is located on Central Avenue in Highland.

There was no other Community Input.

**3.0 CONSENT CALENDAR**

**3.1 Minutes of March 3, 2009, Regular Meeting.**

**A Motion** was made by Vice Chairman Gamboa and seconded by Commissioner Moore to approve the Minutes of March 3, 2009, as submitted.

Motion carried on a 3 – 0 – 2 vote with the abstentions of Commissioner Hamerly and Chairman Haller

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## 4.0 PUBLIC HEARINGS

### 4.1 Proposed Municipal Code Amendments to the City of Highland's Title 16, Land Use and Development Code to establish the East Highland Village Zoning District (EHV) (MCA 008-004). The East Highland Village Historic Neighborhood is generally encompassed by Old Greenspot Road, Church Street and Merris Street.

Both Commissioner Hamerly and Chairman Haller stated they had a conflict of interest since they both reside in the East Highlands Ranch and indicated they would be unable to participate in the Item. Chairman Haller turned the Meeting over to Vice Chairman Gamboa.

Both Chairman Haller and Commissioner Hamerly left the Dais at 6:10 p.m.

Staff noted there were still three (3) Commissioners remained and that Vice Chairman Gamboa would preside over the Meeting.

Vice Chairman Gamboa introduced the item and called for Staff's presentation.

Assistant Planner Kelleher gave the presentation from the Staff Report. He explained the historical background of the proposed Project and is a City Council Goal, Rezoning 107 parcels to East Highland Village and is unique to themselves. He further explained the lot size, lot coverage, front and side yard setbacks, tandem garages, sewer / septic system, accessory structures and what was said / transpired at the Neighborhood Meeting, as well as at the Joint Study Sessions that were previously held. He further explained the proposed Municipal Code Amendments to the Commission.

Vice Chairman Gamboa asked if the Commission had any questions of Staff.

Comments were made by the Commissioners that Staff did a good job.

Vice Chairman Gamboa asked if the Commission had any further questions of Staff. Hearing none, he then opened the Public Hearing and asked if anyone would like to speak on the Item.

Staff explained for the sake of Troop 22 in the audience, how Community Meetings were held and a Survey was distributed in the Neighborhood for the residents' input.

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A question was asked by a Commissioner if Staff was aware of any updates and Staff responded how notification was made with the Joint Study Session, tonight's Meeting and will notify when the Item is going to City Council for consideration.

A question was asked by a Commissioner regarding if any structures are over existing property lines and Staff responded none at this point, and that the structures are legal non-conforming, and if there is an illegal structure, that would be between two (2) property owners. Another question was asked about property lines crossing and Staff responded that is correct.

Vice Chairman Gamboa asked if anyone else would like to speak on the item. Hearing none, he then closed the Public Hearing and opened the floor for discussion amongst the Commissioners.

Staff had received one of the Commissioner's notes who had stepped down from the Dais earlier and asked if the Commission and Staff they could go through said notes and Staff responded no.

A question was asked by a Commissioner if Staff had received any objections to the proposed Amendment and Staff responded no. A comment was made by a Commissioner how the properties would be grandfathered in and Staff responded that is correct. Staff added the City is looking for accessibility and customize Zoning Regulations in order to better fit that Neighborhood. Without this change, it would be difficult to develop in the future.

Vice Chairman Gamboa asked if anyone else would like to speak on the item. Seeing none, and there being no further questions of Staff, or discussion amongst the Commissioners, Vice Chairman Gamboa then called for the question.

**A Motion** was made by Commissioner Willhite and seconded by Commissioner Moore to approve Resolution Nos 09-003 and 09-004, recommending the City Council approve the following:

1. Adopt a Negative Declaration for the subject Project and instruct the City Clerk to file a Notice of Determination with the County Clerk of the Board;
2. Amend the City's Zoning Map consistent with the East Highland Village Policy Area (EHV);and,

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3. Amend Title 16 Chapter 16.16, Sections 16.16.020, 16.16.030, and 16.16.040.

Motion carried on a 3-0-2 vote with the abstentions of Commissioner Hamerly and Chairman Haller.

(Note: Both Commissioner Hamerly and Chairman Haller returned to the Dais at 6:20p.m.)

The Commission then explained the location of the Residential Neighborhood to Troop 22 in the audience.

## **5.0 LEGISLATIVE**

### **5.1 East Highlands Ranch (EHR) Agreement - 2008 Annual Review.**

Chairman Haller introduced the item and called for Staff's presentation.

City Planner Mainez gave the presentation from the Staff Report. Community Development Director Jaquess added for the record, there is no action required by the Commission and for the Commission just to Receive / File the Report. City Planner Mainez continued and then concluded his presentation.

Chairman Haller asked if the Commission had questions of Staff.

A question was asked by a Commissioner if there will be another area for a Park for Highland and Staff responded there is approximately eight (80) acres at the eastern terminus and for a four to five (4-5) acre at the top of Cloverhill Drive. A question was asked by a Commissioner if the City has accepted that and Staff responded affirmatively.

A comment was made by a Commissioner that he will be participating in the Community Trails Day Event and will see the area at that time.

Discussion ensued between the Commission and Staff regarding the number of dwelling units – 2,887 versus 2,918 and Staff responded that Staff will clarify that number of units.

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Chairman Haller asked if anyone else would like to speak on the item. Seeing none, and there being no further questions of the Applicant or Staff, or discussion amongst the Commissioners, Chairman Haller then called for the question.

**A Motion** was made by Commissioner Hamerly and seconded by Vice Chairman Gamboa that the Planning Commission Receive and File the East Highlands Ranch Development Agreement Annual Review Report and direct Staff to file a "Certificate of Compliance" (COC 009-001) for the East Highlands Ranch Owner (S-P East Highlands, LLC).

Motion unanimously passed on a 5 – 0 vote.

## **6.0 ANNOUNCEMENTS**

Staff distributed a Flyer and explained about the upcoming Community Trails Day Event on April 11, 2009.

Staff distributed a Memo explaining the anticipated items scheduled for April 21, 2009, Regular Meeting.

Staff distributed Public Service Applications and explained about the upcoming two (2) positions being declared vacant (Commissioners Hamerly and Moore) and if the Commissioners would want the City Council to consider their reappointment to the Commission to complete the Application and submit it to the City Clerk.

## **7.0 ADJOURN**

There being no further business, Chairman Haller declared the Meeting adjourned at 6:30 p.m.

Submitted by:

Approved by:

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Linda McKeough, Community  
Development Administrative Assistant III

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Richard Haller, Chairman  
Planning Commission

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