

**MINUTES
PLANNING COMMISSION REGULAR MEETING
JULY 1, 2014**

1.0 CALL TO ORDER

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

Present: Chairman Randall Hamerly
 Vice Chairman John Gamboa
 Commissioners Richard Haller
 Trang Huynh
 Mark Rush
 Michael Stoffel

Absent: Commissioner Milton Sparks

Staff Present: Larry Mainez, Community Development Director
 Kim Stater, City Planner
 Brandy Littleton, Administrative Assistant III

The Pledge of Allegiance was led by Chairman Hamerly.

2.0 COMMUNITY INPUT

There was none.

3.0 CONSENT CALENDAR

3.1 Minutes of June 3, 2014, Regular Meeting.

A Motion was made by Vice Chairman Gamboa and seconded by Commissioner Haller to approve the Minutes of June 3, 2014, as submitted.

Motion carried, 6–0, with Commissioner Sparks absent.

3.2 Minutes of June 17, 2014, Regular Meeting.

A Motion was made by Vice Chairman Gamboa and seconded by Commissioner Haller to approve the Minutes of June 17, 2014, as submitted.

Motion carried, 6–0, with Commissioner Sparks absent.

4.0 OLD BUSINESS

4.1 A Continued Public Hearing request for the following:

Environmental Review (ENV 14-001) - consideration of a Mitigated Negative Declaration pursuant to the California Environmental Quality Act;

Conditional Use Permit (CUP-013-004) for the establishment of a Service Station with eight (8) fueling positions and a 4,097 square foot Convenience-Mart with an ABC Type 21 License for the sale of beer, wine, and distilled spirits;

Design Review Application (DRA-013-005) for the addition of an approximately 2,200 square foot canopy to cover the proposed fuel islands, exterior modifications to the approximately 6,000 square foot building, and modifications to the parking area and site landscaping to accommodate the establishment of a Service Station with Convenience-Mart at 8020 Palm Avenue (APN: 1192-641-01) in the Business Park (BP) Zoning District. (The Planning Commission continued this Item from the May 6, 2014, and June 17, 2014, Regular Meetings.)

A Motion was made by Chairman Hamerly and seconded by Commissioner Haller to table the item indefinitely.

Motion carried, 6–0, with Commissioner Sparks absent.

6.0 ANNOUNCEMENTS

City Planner Stater provided an update on the Joint Study Session between the Planning Commission and City Council. It has not been rescheduled.

City Planner Stater provided an update regarding the City Council’s consideration of changing from an “At-Large” voting system to a “By-District” voting system. Due to a tie, a Special meeting will be held later for determination.

City Planner Stater informed the Planning Commission of an application for signage at Carl’s Jr.

City Planner Stater reminded the Planning Commission that the 4th of July parade starts at 9 a.m. and Immanuel Baptist's event starts at 4 p.m.

Commissioner Huynh inquired about the RV Ordinance. City Planner Stater explained that the City Council will hear this item in August.

Community Development Director Jaquess was presented with a resolution for his retirement.

7.0 ADJOURN

There being no further business, Chairman Hamerly declared the meeting adjourned at 6:18 p.m.

Submitted by:

Approved by:

Brandy Littleton, Community Development
Administrative Assistant III

Randall Hamerly, Chairman
Planning Commission