

**MINUTES**  
**PLANNING COMMISSION REGULAR MEETING**  
**March 3, 2015**

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

Present:	Chairman	Randall Hamerly
	Vice Chairman	John Gamboa
	Commissioners	Trang Huynh
		Mark Rush
		Milton Sparks
		Michael Stoffel

Absent: None

Staff Present: Lawrence A. Mainez, Community Development Director  
Kim Stater, City Planner  
Megan Irwin, Senior Planner  
Brandy Littleton, Administrative Assistant III

The Pledge of Allegiance was led by Chairman Hamerly.

**2.0 COMMUNITY INPUT**

There were none.

**3.0 CONSENT CALENDAR**

**3.1 Minutes of February 17, 2015, Regular Meeting**

**A MOTION** was made by Commissioner Stoffel and seconded by Commissioner Huynh to approve the Minutes, as submitted.

Motion carried, 6-0.

**4.0 NEW BUSINESS**

**4.1 Update of City Public Works Projects**

Assistant Public Works Director Carlos Zamano presented the staff report.

4.2 Design Review Application (DRA) 14-009 for the Reconstruction of an Existing 1,300 Square Foot Commercial Building and Construction of the Associated Site Improvements as Phase I of a Two (2) Phased Project

Senior Planner Irwin presented the staff report.

Myungvong Lee, Designer of the project, spoke in favor of the item.

Directives / Conditions

1. Item No. 29 – Specify size and species of additional tree; 24" box.
2. Require irrigation controllers to be soil moisture based or weather based.
3. Item No.16 – Remove rooftop equipment language.

**A MOTION** was made by Vice Chairman Gamboa and seconded by Commissioner Stoffel to:

1. Approve Design Review Application (DRA-14-009) for reconstruction of a 1,300 square foot commercial building and associated site improvements, as amended, and;
2. Adopt the Findings of Fact

**5.0 ANNOUNCEMENTS**

City Planner Stater informed the Planning Commission of the following:

City Council will be appointing a new Planning Commissioner at their next meeting.

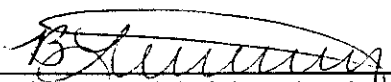
The next scheduled Planning Commission meeting will be on March 17, 2015.

Citrus Harvest Festival is scheduled for March 28, 2015.

**6.0 ADJOURN**

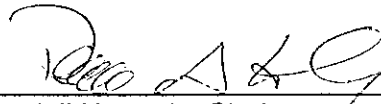
There being no further business, Chairman Hamerly declared the meeting adjourned at 7:08 p.m.

Submitted by:



Brandy Littleton, Administrative Assistant III  
Community Development Department

Approved by:



Randall Hamerly, Chairman  
Planning Commission