



# City of Highland Weekly Report

August 6, 2009

## Want to Volunteer in the Community? Join the Highland Improvement Team

### Volunteer Services

**Highland Improvement Team.** The Highland Improvement Team (HIT) needs your help. The Highland Improvement Team focuses on helping senior and disabled homeowners in Highland. Several qualifying residents in



Highland need the help of the Highland Improvement Team. Unfortunately, the Highland Improvement Team is not large enough to complete some of the larger projects in just one day. By joining the Highland Improvement Team, you would be increasing our group, enabling us to tackle these larger projects and helping these residents in need.

There has been some confusion regarding the Highland Improvement Team. What is the Highland Improvement Team? The Highland Improvement Team is *not* a probationary work release program. It is a community volunteer group organized through the City of Highland. Our team members primarily consist of citizen volunteers of Highland. Most of the Highland Improvement Team members have joined our team because they love to help in their

community and they are proud to call Highland their home. Others volunteer to fulfill community service hours they need for church, school or service groups, but are just as equally dedicated to the cause. We help qualifying residents with yard clean up, garage clean out, minor painting, graffiti abatement and assist with different City events.

Joining the Highland Improvement Team is easy. All you have to do is commit your time to one project per month. Projects are usually held on the third Saturday of each month and last approximately four hours. The City provides all snacks, water, tools and supplies required for each clean up. A barbeque is sponsored by the City at the end of each HIT clean up for all those selflessly volunteering their time. Please consider joining the Highland Improvement Team and helping your community.

If you would like more information, please contact Volunteer Services Coordinator, Denise Garnsey, at (909) 864-6861 ext. 203.



# Code Enforcement

**Weekend Update.** The weather was hot, but Code Enforcement is still out and about. The following action was taken by the Code Compliance Officers:

**YARD SALES:** There were sixteen (16) inspections conducted at the following locations:

Eight (8) Yard Sales were shut down without having a Yard Sale Permit and issued a Notice of Violation located at:

- 7600 block of Central Avenue
- 7600 block of Victoria Avenue
- 26700 block of Ninth Street
- 7300 block of Cunningham
- 7500 block of McKinley
- 7639 block of Lankershim
- 7400 block of Dunkirk
- 7600 block Drummond

Compliance Inspections for Previous Violations: (7)

- 7600 block of Central Avenue: No violation
- 7100 block of Victoria Avenue: No violation
- 7100 block of Bangor: No violation
- 26600 block of 9th Street: No violation
- 26700 block of Bruce: No violation.
- 7600 block of Lankershim: No violation.
- 7500 block of Central: Had valid Permit (1)

## RESIDENTIAL RENTAL INSPECTIONS:

There were nine (9) Residential Rental Inspections conducted and approved at the following locations:

- 6900 block of Mountain Avenue
- 29000 block of Sandalwood
- 7700 block of Calle Hacienda
- 28600 block of Greenville
- 28500 block of Newcastle
- 6900 block of Buchanan
- 7400 block of Del Rosa
- 7500 block of Bonnie
- 7000 block of Newbury



**SIGNS:** There were eighty-two (82) illegal signs removed from the following locations:

- Base Line / Buckeye: 1
- Base Line / 210 Freeway: 2
- Base Line / Seine: 4
- Pluto / Seine: 5
- Base Line / Boulder: 8
- Boulder / Atlantic: 5
- Church / Base Line: 4
- Cole / Base Line: 2
- Base Line / Central: 1
- 7600 block of Victoria: 2
- Victoria / Ninth: 9
- Cunningham / Ninth: 2
- Base Line / Webster: 3
- Base Line / Browning: 2
- Church / Latimer: 2
- Church / Greenspot: 2
- Fifth / Church: 4
- Fifth / Palm: 3
- Palm / Cypress: 3
- Drummond / Cypress: 2
- Sterling / Byron: 1
- Osburn / Base Line: 1
- Bonnie / Del Rosa: 1
- Golondrina / Base Line: 2
- Golondrina / Flamingo: 2
- Guthrie / Base Line: 2
- Base Line / Lynwood: 7

**HOME OCCUPATION PERMITS:** There were two (2) Inspections conducted and approved at the following locations:  
27100 block of Fleming  
28800 block of Latimer

**SHOPPING CARTS:** There were five (5) shopping carts retrieved at the following locations:  
210 Freeway / Base Line (1)  
Boulder / Pacific (1)  
6900 Boulder (1)  
Base Line / Stoney Creek (2)

**ILLEGAL SOLICITATION:** There was one (1) at the following location:  
210 Freeway / Base Line: Abated a transient solicitor with no Permit.

**SUBSTANDARD HOUSING / NUISANCE INSPECTIONS:** Inspections were conducted at the following locations:

6600 block Seine (1)  
 26500 block of Fourteenth (1)  
 7100 block of Bangor (1)  
 7100 block of Central (2)0  
 6900 block of La Praix (1)  
 7100 block of Browning (1)

## Community Development

**Planning Commission determination:** At its August 4, 2009, regular Meeting, the Commission considered the following Applications:

1. CUP-007-008 - The subject Conditional Use Permit Application is for Construction and operation of thirty thousand seven hundred and seven (30,707) square feet of Retail, Restaurant, Warehousing uses on the Site. The Proposed use of the Site includes two (2) Drive-thru Restaurant Facilities. The Project Site is approximately 3.75 gross acres (163,533 square feet) in size. The proposed Project is located on the southwest corner of the intersection of Boulder Avenue and Greenspot Road (APN: 1201-361-17-0-000) Representative: Bud Thatcher, Thatcher Engineering and Associates, Inc.[Continued from June 16, 2009, and July 21, 2009, Planning Commission Hearings.]



The Planning Commission continued this Item to August 18, 2009.

2. A Design Review Application (DRB 009-007) for the Re-plotting of Lots 2, 3, 9, 10, and 25 of Tract Map 17263. In addition, the Applicant is proposing Revisions to the Plan 1 and Plan 3 Building Elevations and their associated Landscaping Plans. The Project is located on the west side of Church Street approximately 150 feet south of Base Line. APNs: 1201-481-01 through 04, 07 through 11, 24, and 25. Representative: Keith Herrin, Williams Homes  
 The Planning Commission:

1. Approved Design Review Application (DRB 009-007) Amending the Plotting of Lots 2, 3, 9,

10, and 25 of Tract Map 17263;

2. Approved the Revisions to the Plan 1, as amended, and Plan 3 Building Elevations, as amended, and their associated Landscape Plans, subject to the Conditions of Approval,

and;

3. Approved the Design Review Findings of Fact.

The Application may now proceed forward in the process.

3. A Parking Adjustment Application (VAR-009-001) to adjust the required number of parking spaces on-site to allow for the reuse of a Contributing Historic Structure within the City of Highland's Historic District. The Property is located on the southwest corner of Pacific Street and Palm Avenue (6906 Palm Avenue) APNs: 1191-471-13 and 16. Representative: John F. Acosta, Mountain Architecture Inc.

The Planning Commission approved the request for a parking adjustment in accordance with Land Use and Development Code Section 16.52.050. Adjustments to Off-Street Parking Requirements and the City Council Work Program for Palm Avenue Street Improvements.

The Application may now proceed forward in the process.

4. CUP009-003 - An Upgrade of an Off-Site Sale Beer and Wine License (Type 20) to an Off-Site License Beer, Wine and Distilled Spirits (Type 21) State Department of Alcohol and Beverage Control ABC for "M and G Mini-Market". The Property is located at 26710 Fifth Street on the northeast corner of the intersection of Fifth Street and Cunningham Street. APN: 1192-542-38-0000. Representative: Dick Evitt.

The Planning Commission Adopted Resolution 09-018 Denying Conditional Use Permit 009-003 based on its Legal Nonconforming status, all subject to the recommended Findings of Fact.

5. SRP 009-009 – a Staff Review Permit to authorize the reuse of a vacant non-conforming residential duplex located within the City's Planned Commercial (PC) Zoning District. The property is located at 8037 Tippecanoe Avenue, near the southeast corner of Fifth Street and Tippecanoe Avenue. Representative: Jack Getzelman, Residential Mortgage Solutions, LLC.

The Planning Commission Adopted Resolution No. 09-019, Denying the request to reuse a vacant non-conforming residential duplex located in the City's Planned Commercial (PC) Zoning District in accordance with the City's Land Use and Development Code Chapter 16.08, Section 16.08.150(C), Nonconforming Parcels, Uses and Structures (Discontinuation of Non-conforming Use).

6. Land Use and Development Code Interpretation related to Chapter 16.56, Sign Regulations. The location is City-Wide.

The Planning Commission provided direction to Staff on potential Sign Code Updates relative to "Sign Copy Area".

## Public Works

### PUBLIC WORKS REPORT - July 2009

Total Man-hours	2,028.5
Compensated Man-hours	865
Un-compensated Man-hours	1,163.5

### MAN-HOURS PER ACTIVITY

General Clean-up	93.5
Parkway Maintenance	1.25
Potholes	86.5
Sidewalk	12.75
Storm Drains	6
Signs/Traffic Control	62.75
Trees Trimmed	23.75
Vehicle/Tool Maintenance	66.75
Building/Grounds Maintenance	349.5
Landscape Maintenance District	189.5
Park Maintenance	347.5
Trail Maintenance	29
Special Maintenance	126.25
Crack Sealing	3

Graffiti	312.75
USA Markings	17.25
Weed Spraying	87.5
Staff Meetings	204.75
Safety Training	9

**SPECIAL:** Replaced old guard rail on 5<sup>th</sup> Street Bridge; put traffic control signs in place for July 4<sup>th</sup> parade; answered service requests; delivered chairs/tables for Public Safety Week; unloaded supplies for HIT team, measures street/sidewalk areas for upcoming project; striped parking lot at Fire Station #2; attended I WORQ computer training re: work orders.



## Building and Safety

### Building and Safety Division Activity

**Update.** The following statistics were provided for the number of Permit Totals and Valuations for the month of July, 2009.

#### Description / No. of Units

Electrical, Mechanical, Pools, Walls, Miscellaneous, etc. / 48
Other Structures / 9
Residential Additions, Alterations / 9
Commercial Additions, Alterations / 2
Residential Demolition / 1

Grand Total Valuation \$348,451.50

#### Building and Safety Division in Total Fees collected

Plan Check	\$ 7,821.36
Building Permits	\$ 17,726.82
S.M.I.	\$ 15.92
Microfilm	\$ 382.10
Business License	\$ 15.00
Green Building	\$ 56.00
Code Enforcement	\$ 5,302.75

#### Total Inspections Performed for the month of July: 210

If you want additional information, please contact the Planning Division at (909) 864-8732.

# Fire Prevention

**Fire Prevention Division Activity Update.** The following statistics were provided by the Fire Prevention Division for the number of Permit Totals and Valuations for the month of July 2009.



Some of the Permits / Inspections include, but are not limited to the following: Fire Suppression, Various Types of Fire Sprinklers, UL 300, Fire Alarms, Various Types of Certificates of Occupancy, and Fire Construction Review.

### Fire Prevention Division in Total Fees collected

Plan Check	\$ 1,923.75
Inspection	\$ 1,428.50
Business License	\$ 0.00
Mircro Film	<u>\$ 116.90</u>
Total	\$ 3,184.15

### Total Inspections Performed for the month of July: 10

If you want additional information, please contact the Planning Division at (909) 864-8732.



## Mark Your Calendar

### Thursday, August 13, 2009

5pm - Community Trails Committee Regular Meeting, Donahue Council Chambers

### Saturday, August 15, 2009

7:00am to 11:00am - HIT Clean Up  
Meet at City Hall, 27215 Baseline - Highland

### Tuesday, August 18, 2009

6pm - Planning Commission Regular Meeting, Donahue Council Chambers

### Monday, August 24, 2009

5:00pm to 6:00pm - Blood Drive Committee Meeting (*NEW MEMBERS WELCOME*)  
Jerry Lewis Community Center/YMCA

7793 Central Avenue - Highland

### Tuesday, September 1, 2009

6pm - Planning Commission Regular Meeting, Donahue Council Chambers

### Wednesday, September 2, 2009

4pm - Public Nuisance Hearing Board Special Meeting, Donahue Council Chambers

### Monday, September 7, 2009

Labor Day Holiday - City Offices are closed

### Tuesday, September 08, 2009

6pm - City Council Regular Meeting, Donahue Council Chambers

### Thursday, September 10, 2009

5pm - Community Trails Committee Regular Meeting, Donahue Council Chambers

### Tuesday, September 15, 2009

6pm - Planning Commission Regular Meeting, Donahue Council Chambers

### Tuesday, September 22, 2009

6pm - City Council Regular Meeting, Donahue Council Chambers

*Assembled by: Elena Rodrigues*



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