

**MEETING MINUTES**  
**Minor Exception Permit Committee Meeting of the City of Redlands**  
**Monday, January 22, 2024, at 9:00 a.m.**

**I. ATTENDANCE & CALL TO ORDER**

PRESENT: Matthew Endsley, Planning Commissioner  
Maryn Wells, Planning Commissioner  
Brian Foote, City Planner/Planning Manager

STAFF: Sean Reilly, Principal Planner

The meeting came to order at 9:00 a.m. with a quorum of Committee members, located at 130 Sierra Vista Drive, Redlands, CA 92373.

**II. APPROVAL OF MINUTES**

**A. Minutes of September 13, 2023**

Commissioner Endsley made a motion to approve the minutes of September 13, 2023, seconded by Commissioner Wells, and approved 3-0.

**III. PUBLIC COMMENT PERIOD**

There were no public comments provided on any matters not on the agenda.

**IV. OLD BUSINESS**

None.

**V. NEW BUSINESS**

**A. Meeting Location:** 130 Sierra Vista Drive, Redlands, CA 92373

**B. Meeting Time:** 9:00 a.m., or as soon thereafter as may be heard.

**PUBLIC HEARING** to consider **Minor Exception Permit No. 657** – A request to construct poured in place concrete retaining walls of varying height up to nine feet (9') tall with forty-two inches (42") tall guard rails on a property located at 130 Sierra Vista Drive, within the Residential Estate (R-A) District (APN: 0176-173-12-0000). Pursuant to Section 18.212.220 of the Redlands Municipal Code (RMC), retaining walls shall not exceed six feet (6') in height. Where guard rails are required, the combination of retaining walls and guard rails may not exceed nine feet (9'), except if such retaining wall and guardrail is within fifteen feet (15') of an existing dwelling, the combination of retaining walls and guardrails shall not exceed six feet (6') in height. However, RMC Section 18.168.050 provides for the granting of minor exceptions to the wall and fencing development standards.

**Discussion:**

The Minor Exception Permit Committee met at the project location and opened the public hearing at 9:02 a.m.

The applicant and property owner Bryan McKernan was present at the meeting. Brian Foote, City Planner, introduced the project and read the project description for the proposal. Sean Reilly, Principal Planner, provided additional details related to the location as well as the materials proposed for the walls and guard rails, which are part of a proposal to build a new home. Mr. McKernan also provided additional description and explanation for the request.

The Minor Exception Committee viewed the subject property and the approximate location of the proposed walls and guardrails, and discussed the proposal in relation to the site characteristics, topography, and surrounding properties and neighboring views. Committee members asked the applicant questions related to the color and finish of the retaining walls. Mr. McKernan explained that the poured-in-place concrete walls would be board-formed, use integral-colored concrete, and would also plant landscape along the wall(s) to help screen any exposed portions of walls from neighboring views.

There were no other members of the public in attendance and there were no additional public comments.

Commissioner Endsley moved to approve the request and was seconded by Commissioner Wells.

**Decision:** The Minor Exception Committee voted 3 to 0 to approve the request.

**VI. ADJOURNMENT**

The meeting was adjourned at 9:15 AM.

*L. Hokmollahi*

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City of Redlands  
Laylee Hokmollahi, Assistant Planner

**NOTICE:** The Minor Exception Permit Committee visited the above-referenced property and made a decision on the application(s). If one wishes to appeal a decision, said Appeal must be submitted within ten days from the date of the decision (RMC Section 18.168.100). A formal Appeal, with the appropriate submittal fee, must be submitted to the Development Services Department within the 10-day appeal period. If no Appeal is received within ten days of the decision, then the Minor Exception Committee's action shall be final.